



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, May 20, 2010
City Council Chamber, Historic Federal Building

Commissioners Present: Chairperson Michael Knight; Commissioners David Klavitter, Chris Olson, John Whalen, Mary Loney-Bichell, Joseph Rapp and Peggy Stover.

Commissioners Excused: Commissioners Chris Wand and Bob McDonell.

Staff Members Present: Laura Carstens and David Johnson.

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

AFFIDAVIT OF COMPLIANCE: Staff presented an Affidavit of Compliance verifying the meeting was being held in compliance with the Iowa Open Meetings Law.

MINUTES: Motion by Whalen, seconded by Bichell, to approve the minutes of the April 15, 2010 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Knight, Bichell, Rapp and Stover; Nay – None.

DESIGN REVIEW: Application of Lynne Devaney for a Certificate of Appropriateness to install siding and windows at 1050 Melrose Terrace in the Langworthy Historic Preservation District.

Staff Member Johnson presented the staff report, reviewing the proposal to install siding and windows. He reviewed the April 20, 2006 Certificate of Appropriateness for the property. He noted there was confusion at the 2006 meeting whether cement board was an appropriate material for the addition. Staff explained the applicant installed smooth cement board siding with a 3" lap width to match the house, but the 2006 Certificate of Appropriateness did not address cement board as an acceptable material. He explained the request is to allow smooth cement board siding with a profile to match the existing cement board siding on the rear addition of the home. He noted the applicant also wants to replace the existing wood windows and install replacement wood windows that are the same style.

Lynne Devaney, 1050 Melrose Terrace, was present. She noted she has not proceeded with the garage that was approved in 2006.

Commissioners felt the request was appropriate.

Motion by Whalen, seconded by Stover, to approve the Certificate of Appropriateness as

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submitted. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Knight, Bichell, Rapp and Stover; Nay – None.

DESIGN REVIEW: Application of Joe & Dayna Haverland for a Certificate of Appropriateness to install cement board siding on the garage at 374 Bluff Street in the Cathedral Historic Preservation District.

Staff Member Johnson presented the staff report, reviewing the proposal is to install cement board siding on the garage. He noted staff approved the detached garage rehabilitation project on April 23, 2010 which included the use of cedar siding. Staff explained since that time, the applicant expressed an interest in using smooth cement board siding with a 4" or less lap width in place of the cedar siding. Staff explained the request is considered a material change and therefore the Commission must review and approve that aspect of the project. He reviewed the previous siding and proposed lap width.

Joe Haverland, 374 Bluff, was present.

Commissioners discussed the garage design and cement board lap width. Commissioners concurred that a 4" or less lap width is appropriate. Mr. Haverland agreed.

Motion by Bichell, seconded by Stover, to approve the Certificate of Appropriateness with a 4" or less exposure. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Knight, Bichell, Rapp and Stover; Nay – None.

DESIGN REVIEW: Application of Thomas & Jana Sheldon for a Certificate of Appropriateness and Historic Preservation Revolving Loan Funds to repoint the building and replace the roof and windows at 561 Chestnut Street in the W. 11th Historic Preservation District.

Staff Member Johnson presented the staff report, noting the request is to repoint the side and rear of the west half of the duplex, completely replace the south side of the roof and replace the north side of the roof where needed, and replace up to 13 windows. He explained the existing conditions and bids received for the project.

He explained the Historic Preservation Revolving Loan Fund (HPRLF) Committee has reviewed the project. He said the HPRLF Committee finds the vinyl windows are not an eligible expense under the HPRLF program, and therefore the Committee recommends funding up to \$13,500 for the bid package that includes the wood window alternative or funding up to \$6,850.00 to re-point the building and repair the roof only. He noted the HPC window policy would allow the applicant to install vinyl windows at his own expense provided they are the same size, style, type, and shape as the original, but not if HPRLF monies are used. He stated under no circumstances does the HPRLF Committee recommend funding to wrap window trim or grind bricks as proposed in one of the bids. He noted there is only one bid for masonry, although it is on two separate forms from the same

contractor.

Tom Sheldon, 561 Chestnut Street, reviewed the condition of the building and the bids. He explained the difficulty in obtaining masonry bids.

Commissioners asked about the roof. Mr. Sheldon noted his is the only portion of the duplex to be repaired. Commissioners discussed proper flashing and roof replacement with Mr. Sheldon. Commissioners and the applicant discussed the area of re-pointing to be done, and brick grinding proposed in the bids. Mr. Sheldon clarified the grinding is for removing mortar only. Commissioners discussed the pitfalls of using the wrong mortar and grinding bricks. Commissioners recommended a second bid for masonry that is worded correctly for the appropriate treatment.

Motion by Stover to approve, but holding the masonry. After discussion of other options to accommodate the masonry work, if done in accordance with City and Federal guidelines, Stover withdrew the motion.

Commissioners discussed the windows on the building, the proposed replacement windows, and how wood versus vinyl windows impacts the HPRLF amount. Mr. Sheldon stated he would install grids on the windows.

Motion by Whalen, seconded by Olson, to approve HPRLF monies up to \$13,500 for the project which includes the wood window alternative, or funding up to \$6,850.00 to repoint the building and repair the roof only, noting the following:

- 1) replace the roof as submitted;
- 2) replace the windows with wood one over one windows as submitted;
- 3) replace the brick with similar aged brick where needed;
- 4) re-pointing to be done with hand tools (no grinding the brick face),
- 5) all masonry re-pointing is to be done in accordance with the City of Dubuque Architectural Guidelines and National Park Service Secretary of the Interior Standards and Technical Preservation Services (TPS) Briefs; and
- 6) provide City staff with an additional bid which clarifies repointing requirements.

Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Knight, Bichell, Rapp and Stover; Nay – None.

DESIGN REVIEW: Application of Ken Booth for a Certificate of Appropriateness to construct an attached garage at 432 Bluff Street in the Cathedral Historic Preservation District.

Staff Member Johnson presented the staff report, noting the proposal is to construct an attached garage. He reviewed the property history, noting significant additions and alterations. He noted the applicant removed an old shed roof structure where the proposed garage will be located and the work was done without permits or HPC approval. He

reviewed the construction, design and materials of the proposed garage.

Ken Booth, 436 Bluff, was present.

The Commission noted the garage is a very simple design that will be most visible from the alley. The Commission stated the small square window was not appropriate, and a long, narrow window is more appropriate for this garage.

Mr. Booth noted the flat roof will have a very gradual pitch, as shown on the side view. Commissioners discussed the roof shape. Commissioners discussed how the garage will be attached to the building, and how this will impact the common wall if the northern building is sold. Mr. Booth explained the garage will be attached to the building as shown in the common wall sketch. Commissioners discussed the window shape being similar to the windows on the rear façade. Mr. Booth noted the single window is for security. He was agreeable to a double-hung window, noting he would install bars for security. Commissioners discussed with the applicant the color of the siding, and recommended it be painted or stained to protect the wood.

Motion by Bichell, seconded by Stover, to approve the Certificate of Appropriateness as submitted, with a one-over-one double-hung window and the siding be painted or opaque stained. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Knight, Bichell, Rapp and Stover; Nay – None.

ITEMS FROM COMMISSION:

Landfill Diversion: Commissioner Rapp asked whether applicants can be advised of landfill diversion opportunities and alternative disposal through donation, salvage, etc. Staff agreed to contact Dubuque Metropolitan Area Solid Waste Agency about flyers that can be provided to applicants.

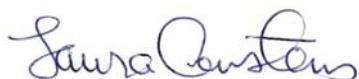
HPRLF Bids: Chairperson Knight asked staff to be sure to remind applicants to get at least two bids in the future for HPRLF requests.

ITEMS FROM STAFF:

Building Services Department Status Report on Historic Preservation Enforcement: Staff Member Johnson reviewed the updates to the report.

ADJOURNMENT: The meeting adjourned at 6:40 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

Adopted—June 17, 2010