



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, May 16, 2013
City Council Chamber, Historic Federal Building

Commissioners Present: Chairperson David Klavitter; Commissioners Bob McDonell, Julie Schlarman, Joseph Rapp, Chris Olson, and Christina Monk.

Commissioners Excused: Commissioners John Whalen, Mary Loney Bichell and Otto Krueger.

Staff Members Present: Laura Carstens and David Johnson.

CALL TO ORDER: The meeting was called to order by Chairperson Klavitter at 5:32 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 Olson, seconded by McDonell, to approve the minutes of the April 18, 2013 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, McDonell, Schlarman, Rapp, Olson and Monk; Nay – None.

DESIGN REVIEW: Application of Delbert Uhlik, Jr. for a Certificate of Appropriateness to install new siding for property located at 421 W. 3rd Street in the Cathedral Historic Preservation District.

Staff Member Johnson presented the staff report and explained the request is to replace the existing wood siding with LPSmartSide siding and trim. He reviewed in 2002, asphalt siding was removed from the home and the original siding was repainted. He stated the front porch was also replaced with the current, more appropriate, front porch at that same time.

Delbert Uhlik, 5270 Saratoga Road, explained he is buying the building and intends to use it as a rental property. He explained he was informed vinyl siding is not an option in historic districts, and is requesting consideration of an alternative such as the LPSmartSide siding and trim. He stated the new siding will have a 4" lap width and a smooth texture similar to traditional wood.

The Commission and staff discussed the use of alternative siding materials on historic

buildings in the past. The Commission noted alternative siding materials are typically not considered when the existing historic wood siding can be reasonably maintained or repaired. The Commission stated the 3-inch lap width wood siding is original to the home and is a significant character-defining feature to the building. The Commission and staff explained to Mr. Uhlik the necessary steps and process for assuring a successful paint job on a home. The Commission and staff noted the importance of properly preparing the surface by stripping and sanding failed paint and wood surfaces in order for new paint to properly bond.

Motion by Olson, seconded by McDonell, to approve the Certificate of Appropriateness as submitted. Motion failed by the following vote: Aye – None; Nay – Klavitter, McDonell, Schlarman, Rapp, Olson, and Monk; Abstain – None.

EDUCATION TASK FORCE:

Minutes from Previous Meeting(s): May 2, 2013

Update on Public Outreach and Education Program: Chairperson Klavitter noted the education Task Force reviewed the Historic Preservation Commission page on the City Website and suggested some additions. Staff Member Johnson explained that both he and Assistant Planner Wally Wernimont will be working on these changes in the near future. Staff Member Carstens noted the HPC is cosponsoring the Old House Enthusiast Tour in the Historic Millwork District on May 18-19. She reviewed the programs and presentations Planning Services staff is participating in, and encouraged Commissioners to attend.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: None.

ITEMS FROM STAFF:

National Park Service Annual Report: Staff Member Johnson explained the 2012 National Park Service Baseline Questionnaire and Annual Products Report is being forwarded to the Commission for their information. He noted the annual reports are submitted by all Certified Local Governments to the National Park Service to help demonstrate to Congress the accomplishments of Historic Preservation Programs as well as provide critical information and documentation for Congressional budgetary considerations.

Design Guidelines Update: Staff Member Johnson stated the Dubuque Design Guidelines Update Steering Committee will be meeting May 29th at 6:00 p.m. at the NICC Town Clock Center for Professional Development to discuss the framework for the design guidelines update. He reviewed the Steering Committee consists of City staff, stakeholders, the Historic Preservation Commission and Education Task Force Members. He explained the meeting will be lead by the consultant, Winter and

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Company, and requested all Commissioners attend and confirm their attendance. He noted the meeting will be interactive and will identify design issues and goals for the downtown and historic districts. He noted the key issues will establish the framework and direction for the updated design guidelines manual.

Building Services Historic Preservation Enforcement Report Update: Staff Member Johnson stated the updates to the Historic Preservation Enforcement Report are noted in bold. The Commission stated fewer buildings are on the enforcement report, noting 3000 Jackson Street has been removed. Staff Member Johnson explained the Building Services Department inspected and verified that the new roof was installed and therefore the Building Services Department removed 3000 Jackson Street from the report. Chairperson Klavitter encouraged Commissioners to continue using the Citizen Support Center as a means of communicating property concerns to appropriate City personnel.

ADJOURNMENT: The meeting adjourned at 6:05 p.m.

Respectfully submitted,

Laura Carstens, Planning Services Manager

Adopted