



Approved

**MINUTES  
HISTORIC PRESERVATION COMMISSION  
REGULAR SESSION**

5:30 p.m.

Thursday, September 18, 2014  
City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson Bob McDonell; Commissioners Mary Loney Bichell, John Whalen, Julie Schlarman, and Christina Monk.

**Commissioners Excused:** Commissioners David Klavitter, Chris Olson, Otto Krueger, and Joseph Rapp. .

**Staff Members Present:** David Johnson and Eric Van Buskirk.

**CALL TO ORDER:** The meeting was called to order by Chairperson McDonell 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 July 17, 2014 meeting as submitted. Motion carried by the following vote: Aye – McDonell, Bichell, Whalen, Schlarman and Monk; Nay – None; Abstain – None.

**HISTORIC PRESERVATION REVOLVING LOAN FUND REVIEW:** Application of Lea Droessler, 1095 Grove Terrace, to paint the exterior of the building located in the West 11<sup>th</sup> Street Historic District.

Staff Member Johnson reviewed the staff report. He explained the applicant is requesting a Historic Preservation Revolving Loan to paint the exterior of the building. He explained the total project cost is \$14,171. He explained the home will be chemically cleaned to remove mold and mildew, wood will be scrapped and caulked where needed, rotten wood will be repaired with wood epoxy or replaced with in-kind materials, depending on the degree of degradation. He stated two coats of satin paint will be applied to the overhangs, and two coats of flat paint will be applied to the siding. He stated the deck and railing will receive two coats of Deckscapes paint. He stated the Historic Preservation Revolving Loan Fund Committee has met and reviewed the project scope and bid. He stated the revolving loan fund committee recommends the project as proposed.

The Commission discussed the application. Lea Droessler, property owner and resident at 1095 Grove Terrace, discussed paint schemes and introducing new shutters on the home. The Commission noted there are not many opportunities to use shutters

on the building, and the building likely never originally had shutters. The Commission noted there would not be any symmetry to shutters installed on the front of the home.

Motion by Whalen, seconded by Schlarman, to approve the proposed scope of work as presented for a Historic Preservation Revolving Loan for the property at 1095 Grove Terrace. Motion carried by the following vote: Aye: McDonell, Bichell, Whalen, Schlarman and Monk; Nay – None; Abstain – None.

**Historic Preservation Housing Grant Review:** Application of Beverly Oestreich, 189 St. Mary's Street to repoint the building located in the Cathedral Historic District.

Staff Member Johnson reviewed the staff report. He noted the total project cost is \$5,000, and the applicant has submitted a bid of \$4,500 to repoint the building and a separate bid of \$500 to install two salvaged sills on the third floor on the north and south sides of the home. He noted the repointing work will repair all defective mortar joints with historic mortar to match the existing mortar on the north and south sides of the home. He explained that broken, deteriorated and missing bricks on the north and south sides of the building will be replaced with historic brick to match the existing brick as close as possible. He noted a damaged 10-foot by 5-foot brick area in the northwest corner of the home will be sealed with a concrete sealer. He explained the bid also includes an option to replace every point that same area instead of using a concrete sealer for an additional \$1,000. He stated the brick surrounding the doorway on the south side of the home will be repaired and replaced where needed, and a new door frame installed. He stated the Historic Preservation Housing Grant Committee met and reviewed the project scope and bids and recommends the proposed project with the following conditions.

1. All repointing work must conform to the National park Service Technical Preservation Services Brief No. 2, Repointing Mortar Joints in Historic Masonry Buildings.
2. A pre-blended lime putty mortar which matches the color and tooling (?) of the weathered original mortar is acceptable.
3. If surface cleaning is necessary, it must be done using the gentlest means possible. This may include using a low pressure water wash and scrubbing areas of more persistent grime with a natural bristle brush.
4. Repoint and replace damaged brick with in-kind materials for the damaged 10-foot by 5-foot area in the northwest corner of the home.

The Commission discussed the application and thanked the applicant for her investment in the building.

Motion by Bichell, seconded by Whalen, to approve the proposed scope of work as presented for the Historic Preservation Housing Grant for the property at 189 St. Mary's Street with the following conditions:

1. All repointing work must conform to the National park Service Technical Preservation Services Brief No. 2, Repointing Mortar Joints in Historic Masonry Buildings.
2. A pre-blended lime putty mortar which matches the color and tooling (?) of the weathered original mortar is acceptable.
3. If surface cleaning is necessary, it must be done using the gentlest means possible. This may include using a low pressure water wash and scrubbing areas of more persistent grime with a natural bristle brush.
4. Repoint and replace damaged brick with in-kind materials for the damaged 10-foot by 5-foot area in the northwest corner of the home.

Motion carried by the following vote: Aye – McDonell, Bichell, Whalen, Schlarman and Monk; Nay – None; Abstain – None.

**ITEMS FROM COMMISSION:**

Work Plan Update: Staff member Johnson reviewed progress on the survey and registration projects. Commissioner Schlarman reviewed meetings she had with City of Dubuque Engineering, Planning, Housing, Building, and Legal Services staff regarding parking and demolition by neglect in historic neighborhoods. She explained opportunities exist for neighborhood residents to establish parking zones. She reviewed issues concerning on-street parking for residential neighborhoods adjacent to developing and revitalized area in the downtown. She also noted many people park in residential neighborhoods who work downtown but do not live downtown because they are not metered. She noted 60% of residents within a proposed district must submit a petition to the Engineering Department for consideration. She explained the Engineering Department will then conduct a study to determine whether a parking district is warranted.

Commissioner Schlarman also noted she had a very productive meeting with Legal, Housing, Building and Planning staff regarding the enforcement of Demolition by Neglect. She explained enforcement is met with many complex and complicated challenges. She reviewed the enforcement process and noted the numerous efforts to bring properties into compliance.

Staff Member Van Buskirk reviewed progress on the comparative analysis of historic districts, and noted the land use analysis is complete, and he has identified a model for comparing a value of historic property to comparable property that he will be using to undertake the analysis.

**ITEMS FROM STAFF:**

Building Enforcement Report: Staff Member Johnson noted there are new homeowners at 1163 Highland. He explained he has asked the Building Services Department whether the notice of the violations were sent to the new property owner.

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The Commission discussed recent construction projects as well as reports might concerns. The consensus of the Commission was that Commissioners would convey those concerns through the Citizen Support Center or directly to the relevant department.

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

Respectfully submitted,

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Laura Carstens, Planning Services Manager

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Adopted