



# Draft

MINUTES  
HISTORIC PRESERVATION COMMISSION  
REGULAR SESSION

5:30 p.m.

Thursday, May 19, 2016  
Room 223, Historic Federal Building

**Commissioners Present:** Chairperson Christina Monk; Commissioners Emily Hilgendorf, Al Kopcyzk, David Klavitter, John McAndrews and Joseph Rapp.

**Commissioners Excused:** Bob McDonell.

**Commissioners Unexcused:** None.

**Staff Members Present:** Laura Carstens and Wally Wernimont.

**CALL TO ORDER:** The meeting was called to order by Chairperson Monk at 5:34 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 Nieto, seconded by Hilgendorf, to approve the minutes of the April 21, 2016 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, Kopcyzk, Monk, McAndrews, Rapp and Hilgendorf; Nay – None.

**DESIGN REVIEW:** Application of Lakeside Investments, LLC, for a Certificate of Appropriateness to replace windows and a 2<sup>nd</sup> floor balcony for property located at 1005 Locust Street in the Jackson Park Historic District.

Staff Member Wernimont introduced himself. He noted he was involved with the project as part of the Section 106 consultation process. He reviewed the application and staff report. The applicant is requesting a Certificate of Appropriateness to replace wood windows on the north and rear façade of the home with new vinyl windows. All other windows will be scraped and painted or replaced with new matching wood windows. The application explains the new vinyl windows will be the same size, style and shape as the existing windows. The application states vinyl windows are being requested on the north and rear façade because they receive little light and ventilation and are susceptible to moisture.

The City of Dubuque Historic Preservation Commission window policy allows windows to be replaced provided they are the same type, size, shape and style as the original. Buildings that are city, state or national significant are required to replace with wood. Buildings that are neighborhood, supportive or non-supportive may replace with wood,

aluminum-clad, or composite materials. The property is considered city significant; consequently, the applicant needs approval only for the vinyl window treatment on the north and rear façade of the building.

The applicant is also requesting the existing wood bi-fold door on the second story be replaced with a new wood French door to fill the opening. The transom above the door will remain.

Staff Member Wernimont reviewed the other aspects of the proposed rehab regarding scraping and painting the front porch and front windows. He noted the windows in question are on the north and rear facades. He explained the location and degree of visibility of the windows in question. He summarized the architectural guidelines regarding which areas are most sensitive to preserve, the window policy and guidelines. He also described the nature of the door replacement, noting this is an exterior doorway on the second story porch, but the existing doors are not weatherproof.

Colleen Lindecker, 10282 Hawgback Lane, explained she and her husband, Dave, own the building and are planning rehab work to make the building lead safe and replace the current bi-fold door with a French door that is weatherproof.

Dave Lindecker, 10282 Hawgback Lane, discussed with the Commission that all existing windows are wood, and that the current door opens like a French door.

Commissioners discussed the style of door and exterior storm doors, and access to the second story porch. Commissioners discussed storm doors opening in or out, replacement with wood door, replicate muttins, and mimic the window pattern on the existing doors.

Commissioners discussed the windows. The applicants explained the building has 45 windows and their intent is to scrape, paint, or replace the wood windows on the front (east), south and west facades with replicas. She noted the windows on the north and rear facades are subject to moisture and vinyl windows are requested.

Commissioners and staff discussed the likelihood of the windows being original. Staff noted which are likely to be original and which probably aren't.

Commissioners discussed the rehab plan with the applicant regarding lead abatement and the moisture problem with the back windows. The applicants explained a number of the windows are very deteriorated due to moisture, and are leaking into the building.

Commissioners noted efflorescence on the building. They explained what are its causes and its impact to brick masonry. Commissioners asked if any of the water damage would be due to gutters leaking. The applicants explained the gutters were cleaned and downspouts added. Commissioners noted the building's significance.

Commissioners and staff discussed other grant and loan programs, such as Historic Preservation Revolving Loan Fund, Healthy Homes, façade grant, and historic tax credits that could be explored for the building. Commissioners also recommended contacting Heritage Works for information on wood window restoration techniques.

Commissioners noted they could not support vinyl windows due to the building's historic and architectural significance, visibility from public right-of-way, and preference for wood windows under the window policy and guidelines. Commissioners commended the applicants on the ambitious project.

Motion by Klavitter, seconded by Hilgendorf, to replace the current door with a wooden French door with true divided lights in same 5 and 2 pattern. Motion carried by the following vote: Aye – Klavitter, Monk, McAndrews, Rapp, Hilgendorf, and Kopcyzk; Nay – Nieto.

Motion by Nieto, seconded by Klavitter to approve vinyl windows proposal as submitted. Motion failed by the following vote: Aye – none; Nay – Klavitter, Monk, McAndrews, Rapp, Hilgendorf, Kopcyzk, and Nieto.

**ITEMS FROM PUBLIC:** Commissioner Klavitter noted his home in the Langworthy Historic District will be on the Old House Enthusiasts Tour this weekend. He will distribute brochures about Historic Preservation, Historic Tax Credit Workshop, and the wood window restoration display from Heritage Works.

**ITEMS FROM COMMISSION:**

Work Plan Update: Staff Member Carstens reported consolidation of two goals into the Economic Impact Study, and addition of the National Register of Historic Places entry signs project to the work plan. Commissioner Klavitter report Heritage Works is interested in helping to facilitate fundraising for the National Register of Historic Places signs.

Staff Member Carstens reported the Eagle Point Park National Register of Historic Places nomination will be delayed until October State Review meeting.

Chairperson Monk reminded everyone of the ceremony on May 21 at 10:30 a.m. in Eagle Point Park for newly restored mini pavilion by HEART students after vandalism.

Commissioners discussed one vacancy for at-large position and agreed to mention it at the Historic Tax Credit workshop.

Historic Tax Credit Workshop: Chairperson Monk will kick-off the meeting with recognition of the Historic Preservation Commission and Staff Member Carstens will introduce the presenter.

Minutes – Historic Preservation Commission

May 19, 2016

Page 4

Building Services Historic Preservation Enforcement Report: Staff reviewed updates and progress on the four cases:

1163 Highland St. Progress continues.

1921 Madison St. Building Dept. staff met with property owner, remaining required repairs (painting and roof) underway. Building staff will monitor progress.

1492 Locust St. Case dismissed because Notice of Violation did not give option to appeal. New notice will be prepared.

1589-1591 Bluff St. Hearing continued until spring 2016.

Staff Approvals: Staff reviewed the list of staff approvals.

**ADJOURNMENT:** Motion by Hilgendorf, seconded by Nieto, to adjourn the meeting. Motion carried by the following vote: Aye – Klavitter, Monk, Kopcyzk, McAndrews, Nieto, Rapp, and Hilgendorf; Nay – None.

The meeting adjourned at 6:34 p.m.

Respectfully submitted,

---

Laura Carstens, Planning Services Manager

---

Adopted