



Approved

MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION

5:30 p.m.

Thursday, March 16, 2017

City Council Chamber, Historic Federal Building

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

Commissioners Excused: John McAndrews, Bob McDonell, Juan Nieto and Leslie Terry.

Commissioners Unexcused: None.

Staff Members Present: Laura Carstens and David Johnson.

CALL TO ORDER: The meeting was called to order by Chairperson Monk 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 Hilgendorf, seconded by Rapp to approve the minutes of the February 16th meeting as submitted. Motion carried by the following Aye - Hilgendorf, Rapp, and Monk; Nay - None; Abstain - Kopczyk and Klavitter.

DESIGN REVIEW: Application of Tom Kelzer to amend the Certificate of Appropriateness for property located at 1100 Jackson Street in the Historic Millwork District.

Staff Member Akinlotan reviewed the staff report and proposed changes from the previously approved Certificate of Appropriateness. She explained the lowered parapet heights will result in a higher percentage of brick and lower percentage of nichiha panels on the facade.

Tom Kelzer, 137 Main Street, presented the application. He noted the reduced wall heights and amount of nichiha panels make the building look better. He explained the building has better proportions now and has better aesthetics.

The Commission discussed the request and agreed to the changes.

Motion by Klavitter, seconded by Hilgendorf to approve the Certificate of Appropriateness as revised and submitted. Motion carried by the following vote: Aye - Rapp, Klavitter, Kopczyk, Hilgendorf, and Monk; Nay - None; Abstain – None.

DESIGN REVIEW: Application of Tom Kelzer to amend the Certificate of Appropriateness for property located at 1065 Jackson Street in the Historic Millwork District.

Staff Member Akinlotan reviewed the staff report. She reviewed the proposed changes from the previously approved Certificate of Appropriateness.

Tom Kelzer, 137 Main Street, presented the application. He reviewed the changes are based on challenges encountered with beginning construction. He explained the raised deck remains the same. He stated two steps are being added and the ramp is being slightly elongated. He stated the corner where the post was to be located has conduit underneath it; reducing the awning location and moving the post will eliminate the conduit concern.

Motion by Klavitter, seconded by Hilgendorf to approve the Certificate of Appropriateness as revised and submitted. Motion carried by the following vote: Aye - Rapp, Kopczyk, Klavitter, Hilgendorf and Monk. Nay - None; Abstain - None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION:

Work Plan Update: Staff Member Johnson reviewed the recent information and funding challenges for remaining projects. He reviewed City Council's direction to identify funding sources to leverage potential future funding from the City. Staff Member Carstens reported she is currently looking into potential funding sources for projects.

Commissioner Klavitter noted the State Historic Tax Credit Program is being threatened. In response to a question from the Commission, Staff Member Carstens informed the Commission no progress has been made in partnering with ISU Design Students in the Historic Preservation Program.

Ken Kringle Awards Update for Architecture Days: Staff Member Akinlotan noted letters have been sent to award recipients. Staff requested all Commissioners attend the award ceremony and as many of the other Architecture Days events as possible. Commissioners agreed that staff will introduce the award and each Commissioner will present an award.

Historic Preservation Month: Staff Member Akinlotan noted staff took some ideas offered by the Commission at the last meeting. City Staff will offer a "Historic Fact a Day" for every day of the month of May in recognition of Preservation Month. The Commission also discussed a Historic Hot Spot and potentially paying for admission to

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Ham House to celebrate Preservation Month. Staff reviewed social media outlets used for preservation and planning-related activities.

Commissioner Rapp stated the Ham House is officially open Memorial Day Weekend, and the preceding weeks it is open for school groups. Staff will coordinate with the Dubuque County Historical Society on a date and time in May. The Commission discussed doing an event Memorial Day weekend. Commissioner Rapp stated Mark Wagner would be a good contact to coordinate the event.

ITEMS FROM STAFF

Building Services Historic Preservation Enforcement Report: Staff Member Johnson provided an update.

Staff Approvals: Staff Member Johnson explained no recent permits have been approved by Planning Services Staff.

Memo on Bylaws – Roll Call Vote: Staff Member Johnson reviewed the procedural change in voting.

ADJOURNMENT: Motion by Kopczyk, seconded by Rapp, to adjourn the meeting of March 16, 2017. Motion carried by the following vote: Aye - Kopczyk, Rapp, Klavitter, Hilgendorf, and Monk. Nay - None; Abstain – None.

The meeting adjourned at 6:03 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

04/20/2017
Adopted