

APPROVED

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, December 21, 2017
Carnegie Stout Public Library Auditorium
360 W. 11th Street

Commissioners Present: Chairperson Emily Hilgendorf, Commissioners Juan Nieto, Joseph Rapp, David Klavitter, Christina Monk, and John McAndrews.

Commissioners Excused: Commissioners Al Kopczyk and Bob McDonnell.

Commissioners Unexcused: None

Staff Members Present: Laura Carstens and David Johnson.

CALL TO ORDER: The meeting was called to order by Chairperson Hilgendorf at 5:35 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 Monk, to approve the minutes of the October 19, 2017 meeting as submitted. Motion carried by the following vote: Aye – Rapp, Monk, McAndrews, and Hilgendorf; Nay – None; Abstain – Nieto.

DEMOLITION PERMIT: Application of Cutting Edge Development, Inc. to demolish an addition at 84-86 Main Street in the Downtown Neighborhood Conservation District.

Staff Member Johnson reviewed the staff report and the Commission's role for demolition review. He reviewed the concrete block addition was constructed in 1964. He noted additional correspondence from the State Historic Preservation Office provided by the applicant supports the addition's lack of significance.

Note: Commissioner Klavitter entered the meeting at 5:40 p.m.

Justin McCarthy, Straka Johnson Architects, 3355 Digital Drive, and Brian Lammers, 8200 Seippel Road, property owner, presented the application. The Commission asked whether the demolition would impact Fringe Salon. The applicant stated it would not. Commissioners concluded the building has no historic or architectural significance.

Motion by Klavitter, seconded by Monk, to approve the demolition permit as submitted. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

DESIGN REVIEW: Application of Kristin George and Dustin Bartels to remove a window and chimney at 1011 Melrose Terrace in the Langworthy Historic District.

Staff Member Johnson reviewed the staff report. He noted photos provided in the packet. He clarified that the chimney and window are visible only from the rear alley, and the rear façade is not a primary façade for this home on a corner lot.

Kirsten George and Dustin Bartels, 1011 Melrose Terrace, presented the application. They stated they only have one full bathroom in the house and are expecting a child. Ms. George stated she has Crohn's disease and a second bathroom will become necessary. Ms. George stated their contractor cannot fit another bathroom without removal of the chimney. The applicants stated the chimney is not functional.

Staff clarified the proposed alterations are only visible from the rear facade. In response to a question, the applicants stated siding to match the original wood siding will be installed where the window is removed.

The Commission discussed the application and noted the alterations are on the rear of the property where there is greater flexibility for change. The Commission noted removal of the window would enhance the symmetry.

Motion by Nieto, seconded by Monk, to approve the Certificate of Appropriateness as presented. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

DEMOLITION PERMIT: Application of Brett Schueller to demolish an addition at 1527 Central Avenue in the Washington Neighborhood Conservation District.

Staff Member Johnson reviewed the staff report, and noted the addition has had numerous uses and changes over time but an exact date of construction cannot be determined. He stated records show the addition was constructed sometime between 1907 and 1936. He reviewed the 2012 National Register of Historic Places nomination for Upper Central Avenue Commercial Historic District provided no record of significance for the addition specifically.

Patrick Reiner, 1050 Prince Phillip Drive, stated he is the current property owner. He stated the applicant would like to purchase the building restore it. Mr. Reiner reviewed the ownership history on the building. He explained he received the building back on unpaid taxes, paid numerous liens and would like to sell the building to Mr. Schueller who has the time and abilities to fix it. Mr. Reiner stated the brick will be salvaged and used to repair the back of the building.

Brett Schueller, 330 Winona St., stated he would like to restore the facade in accordance with the historic image provided to him. He noted numerous structural issues and costs associated with demolition or repair. He explained his plans for the building's rehabilitation and his desire to remove the addition, which is in poor condition, so he can create needed parking. Mr. Schueller stated the salvaged brick would also be used to restore window openings. He stated it is cost prohibitive to repair the addition.

Commissioner Klavitter suggested the applicant contact Heritage Works if he is interested in Historic Tax Credits. Mr. Schueller stated he will likely restore the building without them.

Staff Member Johnson reviewed the property is in a conservation district, so the Commission will review only the demolition request, not any exterior alterations.

The Commission discussed the application. They noted the addition is old, but it does not offer much historical or architectural relevance.

Motion by Nieto, seconded by Monk, to approve the demolition permit as submitted. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

ITEMS FROM PUBLIC:

David Klavitter, 1090 W. 3RD Street, thanked everyone for writing legislators about retaining the federal historic tax credits.

ITEMS FROM COMMISSION:

Commissioner McDonell Resignation: Chairperson Hilgendorf noted Commissioner McDonnell's resignation. The Commission requested a letter be forwarded to Commissioner McDonell thanking him for his service and contributions.

New Commissioner Appointment: Chairperson Hilgendorf noted Kayla Morrison was appointed by the City Council and will be serving in a vacated at-large position.

National Alliance of Preservation Commission Membership: Commissioner Klavitter stated he personally will fund a Commission membership so all Commissioners will have electronic access to the valuable information NAPC provides. The Commission thanked Commissioner Klavitter and agreed to share their names and email information.

ITEMS FROM STAFF:

Marquette Hall National Register of Historic Places Nomination: Staff Member Carstens reviewed the proposed Marquette Hall National Register of Historic Places (NRHP) Nomination states the property is locally significant under Criterion C, Architecture. She explained Criteria C is a property or properties that embodies the distinctive

characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.

Gary Carner, 1664 Washington Street, General Contractor for the project, reviewed the historic and architectural interior and exterior elements that add significance to the property. The Commission discussed the Marquette Hall property, noting its high level of historic and architectural integrity.

Motion by Klavitter, seconded by Rapp, to recommend listing Marquette Hall on the National Register of Historic Places noting the nomination meets the significance under Criterion C. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

Proposed Policy for Notification: Staff Member Carstens reviewed the proposed policy for notification of property owners adjacent to Historic Preservation Commission cases. She explained the proposed policy stems from Commission discussion and direction related to a design review case previously considered. She explained the proposed policy would provide notice of a case to adjoining property owners when the adjoining property or properties share a party wall. Staff Member Johnson clarified a party wall is defined as a dividing wall between adjoining buildings and provides common support to each structure.

The Commission discussed the proposed policy noting implementation would provide adjoining property owners an opportunity to comment on proposed alterations that have the potential to impact their property.

Motion by Klavitter, seconded by Monk, to approve the policy as presented. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

After further discussion, consensus was for staff to ask the Building Services Department to consider similar notification for all permits impacting structures with a shared wall. Staff Member Johnson notified the Commission he has been appointed Acting Building Services Manager January 1 through mid-2018. He stated during that time, he will be working part time in both the Building Services and Planning Services Departments. Staff Member Johnson stated he will continue in his historic preservation duties. He agreed to consider the possibility provided there was opportunity to automate notification for all permits.

Eagle Point Park NRHP Nomination: The Commission and staff celebrated the listing of the Eagle Point Park District in the National Register of Historic Places.

Building Services Historic Preservation Enforcement Report: Staff Member Johnson reviewed the current report. Commissioners asked staff to check with the Legal Department if the applicant misses the next Building Code of Appeal Board meeting.

Staff Approvals: Staff Member Johnson reviewed there were no recent Planning Services Staff approvals for work in historic districts.

CLG Grant – HPC Scholarships: Staff Member Carstens reported the State of Iowa has awarded the City a \$3,000 Certified Local Government (CLG) grant for scholarships for Commissioners to attend the NAPC Forum that will be held in Des Moines on July 18 – 22, 2018. She noted the grant requires four commissioners attend for two days.

Chairperson Hilgendorf solicited interest in attending the Forum. HPC members Hilgendorf, Monk and Rapp expressed interest. The Commission requested the item be placed on future agendas for further discussion and that staff confer with the City Clerk's Office about the timing of appointments ahead of the conference dates.

Demographics Form: Staff Member Carstens reported the City Council recently approved collection of demographic data from applicants to and existing members of Commissions and Boards. She encouraged HPC members to fill out the optional form, and then return it to her or the City Clerk. She noted all information will remain anonymous.

ADJOURNMENT: Motion by Monk, seconded by Nieto, to adjourn the December 21, 2017 Commission meeting. Motion carried by the following vote: Aye – Rapp, Nieto, Monk, Klavitter, McAndrews, and Hilgendorf; Nay – None.

The meeting adjourned at 6:54 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

01-18-18

Adopted