



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, August 16, 2018
City Council Chamber, Historic Federal Building
350 W. 6th Street

Commissioners Present: Chairperson Emily Hilgendorf, Vice Chairperson Brandi Clark, Commissioners Christina Monk, Al Kopczyk, David Klavitter, John McAndrews, Rick Stuter, Melissa Daykin-Cassill, and Joseph Rapp.

Commissioners Excused: None.

Commissioners Unexcused: None.

Staff Members Present: Laura Carstens, Wally Wernimont, and Travis Schrobilgen.

CALL TO ORDER: The meeting was called to order by Chairperson Hilgendorf 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 Klavitter, seconded by Monk, to approve the minutes of the May 17, 2018 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, Kopczyk, Rapp, Monk, McAndrews and Hilgendorf; Nay – None; Abstain – Stuter, Clark, Daykin-Cassill.

OATHS OF OFFICE/INTRODUCTION OF NEW COMMISSIONERS: Each of the commissioners and city staff introduced themselves and gave some background to their interests, education, and life.

DEMOLITION PERMIT: Application of Robert Wright Jr. to demolish the building located at 2527 Broadway Street located in the Broadway Neighborhood Conservation District.

Staff Member Wernimont reviewed and outlined the staff report. He noted that the property was surveyed by both Kriviskey and Jacobsen. Kriviskey in 1978/79 concluded that the property was potentially eligible at the neighborhood level, however, Jacobsen in 2005 identified the property as not National Register eligible – individually or as part

of a district. Staff Member Wernimont also reviewed the demolition permit process and the role of the commission in voting on a demolition permit.

The Commission discussed the aesthetics of the property noting the potentially original porch. They asked how the building has been altered. Commissioner Klavitter asked if Kriviskey or Jacobsen wrote notes or reasons for their eligibility designations.

Staff Member Wernimont replied that the porch was original but noted additions were added, porches were enclosed and integrated with the rest of the dwelling, and the exterior cladding has been altered. He reviewed the eligibility requirements as written by Kriviskey and Jacobsen.

Robert Wright Jr., PO Box 475 addressed the Commission and provided his reasons for a demolition. He noted a fire had occurred and that the building is no longer structurally sound. He also shared that repair would cost around \$83,000 – which is more than the building is worth.

Commissioners asked what will become of the empty lot and whether there is anything salvageable and suggested that the applicant save what he can.

The applicant said it will sit empty until further notice.

Motion by Monk, seconded by Rapp, to approve the Demolition permit for 2527 Broadway Street as submitted, noting the property has no architectural or historical significance. Motion carried by the following vote: Aye – Rapp, Klavitter, Kopczyk, McAndrews, Stuter, Monk, Daykin-Cassill, Clark, and Hilgendorf; Nay – None; Abstain - None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION:

NAPC Forum: Staff and Commissioners who attended the NAPC Forum in Des Moines July 18-22, 2018 shared their experience of the conference. Commissioners Monk, Rapp, and Hilgendorf along with staff members Carstens and Schrobilgen made comments. Staff reminded everyone to provide the one-page writeup necessary to receive the CLG Grant.

Commissioner Klavitter reminded all attendees that they are now NAPC Members for the year and recommended taking advantage of the resources that come with the membership.

Commissioners discussed a variety of marketing and engagement opportunities that might bring more attention to Historic Preservation.

Election of Officers: Staff noted vacancies for the Chairperson and Vice-Chairperson positions.

Commissioner Klavitter nominated Emily Hilgendorf for Chairperson.

Motion by Klavitter, seconded by Monk, to appoint Emily Hilgendorf to Chairperson for a one-year term from July 2018 – July 2019. Motion carried by the following vote: Aye – Klavitter, Kopczyk, Clark, Monk, McAndrews, Rapp, Daykin-Cassill, Stuter, and Hilgendorf; Nay – None; Abstain – None.

The Commission discussed the Vice-Chairperson responsibilities. They suggested one of the newly appointed commissioners be appointed. Commissioner Clark said she will fill the position.

Motion by Clark, seconded by Rapp, to appoint Brandi Clark to Vice-Chairperson for a one-year term from July 2018 – July 2019. Motion carried by the following vote: Aye – Klavitter, Kopczyk, Clark, Monk, McAndrews, Rapp, Daykin-Cassill, Stuter, and Hilgendorf; Nay – None; Abstain – None.

Carnegie Stout Public Library Historic Steps Project: Staff Member Carstens said the Carnegie Stout Public Library steps replacement project was previously approved several years ago and was slated for FY18. The steps being replaced were not original after being replaced in 1937. The new replacement steps were limestone in keeping with the historic nature of the building. She noted Building Services Manager David Johnson had reviewed the project. He indicated the steps do not require a permit, and no staff of HPC review is required.

ITEMS FROM STAFF:


Goal Setting: Staff Member Carstens discussed the recently released City Council Goals. She noted that phased Architectural Surveys have been funded in the amount of \$15,000 for Fiscal Year 2022. She suggested the Commission begin thinking about new goals and objectives as well as next May's Historic Preservation Month activities early and often.

Staff Approvals: Staff Member Wernimont stated there was a single staff approval since May: 940 Bluff Street. The porch to the rear of the building was hit by a vehicle and was replaced according to City architectural guidelines standards.

ADJOURNMENT: Motion by Monk, seconded by Rapp, to adjourn the August 16, 2018 Commission meeting. Motion carried by the following vote: Aye – Klavitter, Kopczyk, Clark, Monk, McAndrews, Rapp, Daykin-Cassill, Stuter, and Hilgendorf; Nay – None.

The meeting adjourned at 6:52 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

9-20-2018

Adopted