



APPROVED

**MINUTES  
HISTORIC PRESERVATION COMMISSION  
REGULAR SESSION**

5:30 p.m.

Thursday, May 16, 2019

Room 250, Historic Federal Building

**Commissioners Present:** Chairperson Emily Hilgendorf, Commissioners Christina Monk, David Klavitter, John McAndrews, Rick Stuter, and Joseph Rapp.

**Commissioners Excused:** Clark, Daykin Cassill and Kopczyk.

**Commissioners Unexcused:** None.

**Staff Members Present:** Laura Carstens and Chris Happ Olson.

**CALL TO ORDER:** The meeting was called to order by Chairperson Hilgendorf at 5:32 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 April 18, 2019 meeting as submitted. Motion carried by the following vote: Aye – Rapp, Klavitter, Monk, McAndrews, Stuter and Hilgendorf; Nay – None.

**DESIGN REVIEWS:**

**Design Review & Historic Preservation Revolving Loan Fund Request:** Application of John McAndrews/Beloved Housing, 56 Bluff Street, to request a Historic Preservation Revolving Loan of \$6,995 to install a new custom wood front door and a standing seam metal roof at the rear addition, in the Cathedral Historic District.

Commissioner McAndrews recused himself from the table to present the application for his property.

Staff Member Olson reviewed the staff report, noting the project is for a new front door and a metal roof, as well as a Historic Preservation Revolving Loan. She explained the applicant is requesting to use the remaining balance of a previously approved HPRLF for different work.

Staff Member Olson reviewed the proposed work for the project, noting the historical background of the building. She noted the custom paneled door is within the Architectural Guidelines for a new door, citing the specific guidelines for an appropriate replacement door. She noted the new roof is a standing seam metal roof as the original cedar shakes will not drain at the existing roof pitch. She noted the metal roof largely meets the Architectural Guidelines, citing the specific guidelines. She noted the design was previously approved and the request is for a change in roof materials. She then reviewed the role of the Commission is to review the project as a whole or separately.

Staff Member Carstens noted the Commission also is to vote on approval of the Historic Preservation Revolving Loan request. Staff Member Olson noted the applicant is using Historic Tax Credits, and recommended the motion be conditional on compliance with the Historic Tax Credit requirements.

John McAndrews, 350 W. 1<sup>st</sup> Street, said the project is just three doors down. He noted the project has been stalled, and the application will help it move forward.

Commissioners discussed the balance remaining in the Historic Preservation Revolving Loan Fund. Staff were asked to bring information about the program and funding allocation to the next meeting.

Motion by Monk, seconded by Rapp, to approve the design changes at 56 Bluff Street and approve the Historic Preservation Revolving Loan fund contingent on meeting HPRLF requirements and contingent on Historic Tax Credit requirements. Motion carried by the following vote: Aye – Rapp, Klavitter, Monk, Stuter and Hilgendorf; Nay – None; Abstain – McAndrews.

National Register Historic District Nomination Review: Application of Loras College to nominate Loras College as a National Register Historic District in the Proposed Loras College National Register Historic District.

Duane Hagerty, Heritage Works, 210 W. 1<sup>st</sup> Street, representing Loras College, noted the great partnership of Heritage Works, Loras College, and State funding. He noted the nomination includes 33 buildings on campus with 1902 – 1971 as period of significance. He noted significance for Criterion A for a property making a contribution to a major pattern in American history – as the oldest in Iowa, one of oldest Catholic colleges in the U.S.; and significance for Criterion C for architectural styles – vernacular, mid-century modern, and gothic.

He described the context of immigrant education, boys school, college for Catholic priests, and college for men. He noted 21 contributing and 12 non-contributing buildings.

Commissioners asked what listing means. Mr. Hagerty noted its designation as a National Register historic district is for honorary recognition, and would be the second

college campus in Iowa to be listed on the National Register of Historic Places. He noted the designation also makes the contributing buildings eligible for state and federal historic tax credits, noting non-profit institutions can use state historic tax credits, and with some restrictions can use federal historic tax credits. He noted a Loras College professor and an intern participated in the nomination, which has educational value for the college and the community, such as creating a wayfinding map of the campus.

Commissioners were very supportive of the listing of a National Register Historic District for Iowa's oldest city. Commissioner Rapp noted a misspelling.

Staff Member Olson provided the staff report, reviewing the SNRC process and the City's role as a Certified Local Government and the state's request for the Commission's input on the nomination. She explained what Criterion A and Criterion C are. She explained the Commission's role is to make a recommendation to the state.

Motion by Klavitter, seconded by Rapp, to approve the nomination and forward to SNRC as being eligible under Criterion A and Criterion C. Motion carried by the following vote: Aye – Rapp, Klavitter, Monk, McAndrews, Stuter and Hilgendorf; Nay – None.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION**

Preservation Fair Committee Update: Chairperson Hilgendorf distributed two handouts for vendor invitation and postcard. She explained the Fair will be held September 7 at the Carnegie Stout Public Library. She reviewed the agenda and pricing for classes. She explained the postcard layout. She said the vendor invitation would go out in the City's utility bill mailing.

Commissioners discussed the vendors invitation will be emailed directly to vendors. Commissioners discussed creating a write-up for the July/August issue of the City's newsletter would reflect option #3 and add language to reflect what the fair will offer regarding connection with vendors, contractors, businesses and description of classes. Commissioners suggested staff contact City departments and partners regarding housing rehabilitation, storm water management, historic retaining walls, and also vendors for these projects who might be interested in a booth.

By consensus, Commissioners and staff will work on the wording for the invitation and the newsletter article by the deadlines, with staff to work directly with the chairperson for any final revisions.

Commissioners discussed classes, noting Heritage Works had some potential classes. Commissioners also talked about specific topics. Staff Member Olson reviewed a series of wood window workshops for the community that was educational v. promoting

the presenter's business. She noted a sponsor was brought in as well. Commissioners wanted to be compliant with all City policies.

#### **ITEMS FROM STAFF**

Commission Input for City Council Goal Setting: Staff Member Carstens reviewed the goal setting information, noting that for the City Department Manager's undertake goal setting in June and the City Council's annual goal setting is in August. She noted the City is requesting Boards and Commissions to provide input for successes for 2018-19, and recommended initiatives.

Staff Member Carstens referenced the draft enclosure and asked for comments. Discussion followed.

By consensus, the Commission directed staff to add to initiatives: City Council continued support of state and federal historic tax credits, historic district signs, and City Council opposition to National Register of Historic Places proposed changes by National Park Service. By Consensus, the Commission directed staff to add under successes: ISU student participation, commission support of Eagle Point Park as a local landmark site, and commission support of Loras College National Register Historic District nomination.

Mayor's Letter on National Register Proposed Changes: Staff noted the enclosed letter from Mayor Buol to the National Park Services. Staff reported that it was part of over 3,000 comments submitted with only five in support of proposed legislation. Staff thanked Commissioner Klavitter and the City Manager alerting the situation to staff. Further Commission questions regarding deadlines for implementation and next steps were followed with an update from Staff Member Carstens. She informed the Commission that she had participated on a Preservation Action update call earlier today. There was not an implementation timeline proposed and that due to the strong negative response, and lack of consultation with tribal nations, the National Park Service still had a lot of work to do, including responding to all comments. The Commission received and filed the letter by consensus.

Mayor's Letter on Eagle Point Park – Landmark Site: Staff reported moving forward with the Eagle Point Park Landmark Site request, noting the State Historic Preservation Office has 45 days before a public hearing by City Council on July 1, 2019. Commissioner Rapp asked how many vehicles will be sponsored in the May Eagle Point Park free access during Preservation Month, to which Staff Member Carstens noted that 200 vehicles will be covered and provided brochures for a tour and park access, but not the interior of buildings, as they can be rented to private parties.

**ADJOURNMENT:** Motion by Klavitter, seconded by Monk, to adjourn the May 16, 2019 Commission meeting. Motion carried by the following vote: Aye – Rapp, Klavitter, Monk, McAndrews, Stuter and Hilgendorf; Nay – None.

The meeting adjourned at 6:59 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Laura Carstens".

Laura Carstens, Planning Services Manager

6-20-19

Adopted