



# APPROVED

**MINUTES  
HISTORIC PRESERVATION COMMISSION  
REGULAR SESSION**

5:30 p.m.

Thursday, February 20, 2020  
City Council Chambers, Historic Federal Building

**Commissioners Present:** Vice Chairperson Brandi Clark, Commissioners Melissa Daykin Cassill, Christina Monk, David Klavitter, John McAndrews, Rick Stuter, Joseph Rapp and Craig Reber.

**Commissioners Excused:** None.

**Commissioners Unexcused:** None.

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

**CALL TO ORDER:** The meeting was called to order by Vice-Chair Clark at 5:31 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 February 6, 2020 meeting as submitted. Motion carried 8-0 by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

**ACTION ITEMS:**

**Demolition Permit**

Applicant: George Nauman, Jr.  
Owner: Lower Main Development LLC  
Address: 265 W. 1<sup>st</sup> Street  
Project: Demolition of structure at 265 W. 1<sup>st</sup> Street  
District: Downtown Neighborhood Conservation District

Staff Member Happ Olson reviewed the project, the staff report, and distributed copies of additional information submitted by email she received on February 20, 2020 from Commissioner Rapp. She noted that the structure was considered not significant in the Kriviskey and Jacobsen Architectural Surveys. She noted the new information further adds to the research already conducted, supporting that the original structures present in the 1872 Bird's Eye map (included in the staff report) were removed and replaced between 1884 and 1891, using the Sanborn Fire Insurance Maps as corroborating documentation. She noted that the structure at 265 W. 1<sup>st</sup> Street is considered non-contributing and not National Register eligible. It is non-supportive to the Conservation

District. She noted the heavy alterations over time that resulted in those determinations. Ms. Happ Olson reviewed the unusual situation where the 265 W. 1<sup>st</sup> Street structure is on the same parcel as 245 W. 1<sup>st</sup>, but with a difference that 245 W. 1<sup>st</sup> is in the Old Main National Register Historic District, while 265 W. 1<sup>st</sup> is not. She referred to the three maps on page 5 of the staff report, showing the gap between two historic districts where 245 W. 1<sup>st</sup> is located. Ms. Happ Olson reviewed the role of the Commission and the standards for demolition review in regards to the requested action.

George Nauman II, 870 Robin Street, Dubuque, IA, stated he is now the owner of 245-265 W. 1<sup>st</sup> Street as of February 19, 2020.

Commissioners discussed with staff the changes in the structures over time based on the information in the staff report and the new information distributed at the meeting. The photos clearly show the structures were replacement buildings. Staff Member Wernimont reviewed the extent of the information that is provided to the consultants performing research for the historic and architectural surveys and evaluations, which included photos, Sanborn Maps, City water tap records, and various other resources.

Commissioners asked the applicant about the timeline for the project. Mr. Nauman indicated they were waiting for the Commission's decision and didn't have a date in mind. Ms. Happ Olson added that the project application has indicated completion by the end of 2020. Mr. Nauman explained there is a sales contract for the Montana House (245 W. 1<sup>st</sup>) and the buyer plans to renovate the structure for mixed use. Mr. Wernimont noted there is a plat to split the parcel (245 from 265 W. 1<sup>st</sup>) on file at Planning Services. He added there are design review requirements for any new construction on the Old Town Neighborhood Overlay District.

Commissioners discussed the property has a lot of potential due to the location. Commissioner Monk noted the building clearly does not contribute and has no significance. Discussion followed by staff and commissioners about the hypothetical removal of siding on 265 W. 1<sup>st</sup>, to reveal the structure and its effect on the application at hand, which staff noted would result in the same findings.

Motion by Reber, seconded by Monk, to approve the application as presented. Motion carried 8-0 by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

#### **Design Review & Historic Preservation Revolving Loan Fund**

Applicant: Christine Happ and Tim Olson

Address: 1090 Grove Terrace

Project: Rebuild addition and HPRLF Design Review

District: West 11<sup>th</sup> Street Historic District

Staff Member Happ Olson removed herself as staff to come forward as an applicant. Staff Member Wernimont reviewed the staff report, describing the proposal, noting the documentation in the application for the rehabilitation and the request for the Historic Preservation Revolving Loan Fund. Staff distributed an updated design package from the

applicant. Mr. Wernimont asked the applicant to review the history and development of the property.

Christine Happ Olson, 1090 Grove Terrace, Dubuque, Iowa, reviewed the history of the structure, its three different additions and the modifications over time. She noted some structural concerns for the haphazard approach to additions and lack of HVAC effectiveness in that part of the structure. Ms. Happ Olson reviewed the project, the intention to follow the design of the historic structure documented in the report, and the desire to create a more cohesive design for the structure and the neighborhood. She noted the change from a 32' long addition from the application to a reduced size 30' addition in the updated drawing. She says the change achieves smaller massing, larger setbacks, more in-line window placement and roof pitch modeling the 1856 historic design on the main structure.

Andrew McCready, project architect with 563 Design, explained the changes in the addition increase the east setback an additional two feet, and is also intended to provide space for the HVAC functions and better match the design of the main portion of the house. Ms. Happ Olson mentioned that two options were submitted for either a hood or canopy at the rear door in the new drawings.

Mr. Wernimont described the visibility of the site at the corner of the street. He reviewed the proposal in comparison to the Architectural Guidelines and noted it is unusual to have a public right of way on three sides, and that the chosen location is the least visible. He explained that the applicants are requesting a \$25,000 request from the Historic Preservation Revolving Loan Fund, which has an \$85,700 balance. Commissioners asked staff to clarify what information is required for a loan application. Ms. Happ Olson explained the loan would be used at the end of the project, when the exterior will be completed. Staff explained the loan terms are up to \$25,000 at 3% annually for 10 years, and loans are handled by the Housing and Community Development Department.

Motion by Rapp, seconded by Stuter, to approve the application, including the Historic Preservation Revolving Loan Fund for up to \$25,000, as presented. Motion carried 8-0 by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

#### **Advisory Design Review**

Applicant:	City of Dubuque
Address:	Four Mounds Estate
Project:	Parking and lane improvements
District:	Four Mounds Estate National Register Historic District

Staff Member Happ Olson returned to the table to present the project. Ms. Happ Olson explained the project and distributed plans for the work. She reminded the Commission that this has been seen before by the Commission, but is an update getting ready the development portion of the project for bid. She explained the planned improvements and their compatibility with the historic landscape, the narrow lane width and historic materials at the Four Mounds Estate. She explained the paved areas and the ADA

accessibility for the one parking space, as well as the overflow, low-impact parking with reinforced grass. She explained the additional site improvements to prevent runoff and restore the site ecology. Staff Member Carstens noted the Commission serves to provide advisory design review to City Council, because the City owns this Historic Landmark Site. Staff Member Wernimont noted the project has been reviewed by the Development Review Team and there has been compromise in the design to maintain the historic character of the landscape.

Motion by Monk, seconded by Reber, to recommend approval to City Council of the application as presented. Motion carried 8-0 by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

### **Advisory Design Review**

Applicant: City of Dubuque  
Address: Eagle Point Park  
Project: Environmental Restoration Project – Phase 2  
District: Eagle Point Park National Register Historic District

Staff Member Laura Carstens presented the application of the Eagle Point Park Environmental Restoration Project in Phase 2 and distributed plans to Commissioners at the meeting for review. She stated that Phase 1 of the project was not brought to the Commission, as it was a project to only convert turf to native prairie plants and perform soil quality restoration. Phase 2 addresses the area at the top of Eagle Point Park, along the main road and its driving circle. The area is suffering from severe run-off that has caused large ravines, eroding the soil. The project seeks to install bio-retention basins to collect water at the source, at the top of the park, and reduce the volume and speed of run-off. The native plantings help both to filter and absorb rainwater. As well, the project seeks to remove some of the non-native trees and planting new more appropriate trees. Ms. Carstens indicated that a tree survey was done prior to identify any potential legacy trees (those of a certain age that would be present in the pre-history era and may be significant to Native Americans) and did not find any in the project area. The new plan will allow for the penetration of the sun to reach the ground, providing more opportunity for grass and native plantings to grow, with deeper root structure to increase infiltration of storm water. She explained that the project has been reviewed by the State Historic Preservation Office, the National Park Service, the Iowa Department of Natural Resources and the Iowa Department of Agriculture and Land Stewardship. An archaeology survey was completed and an archaeologist will be on-hand to monitor the project for security of potential resources. The goal is to balance history, appearance, and nature through a comprehensive ecological restoration approach. Further discussion followed regarding the history, project and native species.

Motion by Klavitter, seconded by Monk, to recommend approval to City Council of the application as presented. Motion carried 8-0 by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

**ITEMS FROM PUBLIC:** none

**ITEMS FROM COMMISSION:** none

**ITEMS FROM STAFF:** none

**ELECTION OF OFFICERS:** After discussion, consensus was to continue with Vice-Chair Brandi Clark as Vice-Chair until elections are held again in July 2020 as per the Commission by-laws.

**KEN KRINGLE AWARDS:** Staff Member Happ Olson distributed an updated staff report of the recommended projects and reviewed the addition of 232-246 E. 14<sup>th</sup> Street, submitted by Commissioner Rapp, as a possible residential project. She reviewed the proposed projects and noted a maximum of six projects is preferred. Commissioners discussed the recommended projects and considered adding 1038 Bluff Street and 1015 W. 3<sup>rd</sup> Street. Staff and Commission discussed the opportunity to eliminate duplicates with the County Historic Preservation Commission's awards as a way to winnow down the nominations to six maximum. Ms. Happ Olson agreed to review the projects to ensure eligibility and work with the County to recommend up to six projects back to the Commission via email following the meeting. Commission agreed by consensus on this plan.

**PRESERVATION UPDATES:** Staff Member Happ Olson referred to the collection of updates from the State Historic Preservation Office and other partners, including an excellent preservation primer from the American Planning Association. She indicated the new report format to help consolidate these updates, and that time-sensitive updates will be sent via email. Commissioners requested information about registration and volunteer opportunities for the Preserve Iowa Summit 2020, and staff agreed to present that at the next meeting or when it is available.

**ADJOURNMENT:** Motion by Klavitter, seconded by Rapp, to adjourn the February 20, 2020 Commission meeting. Motion carried 8-0 by the following vote: Aye – Daykin, Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

The meeting adjourned at 7:08 p.m.

Respectfully submitted,



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Laura Carstens, Planning Services Manager

*March 19, 2020*

Adopted