



# Approved

## HISTORIC PRESERVATION COMMISSION MINUTES

### REGULAR SESSION

5:30 p.m.

Thursday, December 18, 2025  
Historic Federal Building – Room 250

**Commissioners Present:** Chairperson Janice Esser; Commissioners, Christina Monk, Heidi Pettitt, Rick Stuter, Adam Schwendinger

**Commissioners Excused:** Bill Doyle, Tim Gau, Chad Witthoeft

**Commissioners Unexcused :** None

**Staff Members Present:** Wally Wernimont, Chris Happ Olson, and Renee Blosch

**CALL TO ORDER:** The meeting was called to order by Chairperson Janice Esser at 5:31 p.m.

**MINUTES:** Motion by Pettitt, seconded by Schwendinger, to approve the minutes of the October 16, 2025 meeting as submitted. Motion carried by the following vote: Aye – Janice Esser, Christina Monk, Heidi Pettitt, Rick Stuter, Adam Schwendinger; Nay – none.

**ACTION ITEMS:** None

**ITEMS FROM PUBLIC:** Presentation from Great Dubuque Housing Trust Fund

Dave Lyons, of Greater Dubuque Development presented information on behalf of Dubuque Initiatives and Greater Dubuque Development Corporation about the new Greater Dubuque Housing Trust Fund (GDHTF). The Fund's mission is to assist in the development and achievement of an equitable and inclusive affordable housing vision for the greater Dubuque community through stakeholder coordination, community advocacy, funding distribution, and project implementation.

The overall program objectives for GDHTF include:

- Increasing the stock of high-quality Low-to-Moderate (LMI) and workforce housing through the creation of affordable, space- and energy-efficient housing on vacant infill lots,
- Maintaining and improving the livability of LMI housing through rehabilitation loans and grants for LMI homeowners, and
- Increasing LMI and workforce homeownership opportunities for families through down payment assistance loans for first-time homebuyers.

Mr. Lyons came before the Commission because a number of the properties or lots they are looking to redevelop are in local historic districts. He presented on the opportunities and challenges of the projects, as well as projects that partners in GDHTF have taken on in the past. He said their goal is help inform potential developers what is required and what is possible for each development opportunity.

Staff Member Happ Olson reviewed the City's historic review role, describing when staff or the Commission might review a project, depending on the type of funding used and where the project is located.

Questions from the Commission included types of ownership, sizes of units/homes, and how much outreach the GDHTF is undertaking. The Commission thanked Mr. Lyons for informing them.

**ITEMS FROM COMMISSION:** None

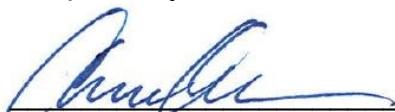
**ITEMS FROM STAFF:**

- Unified Development Code overview  
Staff member Happ Olson requested to postpone conversation for next meeting due to the fact that Planning Services Director Wally Wernimont was not able to attend. The Commission agreed in consensus.
- Historic Preservation Awards planning  
Happ Olson referred to the packet memo. The commission was generally in favor the staff-recommended proposals, but raised concern about potential awards where there wasn't a "wow" factor visible from the street, or the project doesn't meet all the architectural guidelines. Discussion followed. Commission to revisit at following meeting after viewing projects proposed.
- HPC Workplan for 2026  
Staff and Commission discussed the workplan drafted by staff for the calendar year 2026. It was suggested for those line items that repeat annually, that they be notated as such. The modifications to the plan were discussed, noted and will be presented at the next meeting of the Commission for review and recommendation to City Council, as part of the requirements for the Certified Local Government program membership.

**ADJOURNMENT:** Motion by Pettitt, seconded by Schwendinger to adjourn the December 18, 2025 Historic Preservation Commission meeting. Motion carried by the following vote: Aye – Janice Esser, Christina Monk, Heidi Pettitt, Rick Stuter, Adam Schwendinger; Nay – none.

The meeting adjourned at 6:52 p.m.

Respectfully submitted,



Chris Happ Olson, Assistant Planner

January 15, 2026

Adopted