



Approved

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR SESSION**  
5:30 p.m.  
Thursday, April 21, 2011  
City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson David Klavitter; Commissioners Chris Olson, John Whalen, Mary Loney Bichell, Chris Wand, and Bob McDonell.

**Commissioners Excused:** Commissioners Michael Knight and Joseph Rapp.

**Staff Members Present:** Laura Carstens and David Johnson.

**CALL TO ORDER:** The meeting was called to order by Chairperson Klavitter at 5:33 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 Wand, seconded by Whalen, to approve the minutes of the March 17, 2011 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell and Wand; Nay – None.

**DESIGN REVIEW:** Application of Jeffrey Morton, Architect for a Certificate of Appropriateness for building rehabilitation for property located at 900 Jackson Street in the Historic Millwork District.

Commissioner Olson recused herself because Four Mounds is considering locating their programs in the building.

Commissioner McDonell arrived at 5:34 p.m.

Staff Member Johnson reviewed the staff report. He reviewed the history of the building and summarized the applicant's request. He noted the property is within the Dubuque Millwork Historic District, the Historic Millwork District Master Plan area, and the Historic Millwork District Planned Unit Development boundary. He explained the Historic Millwork District PUD states that the Downtown Design Guidelines shall apply to site development in the district PUD. He noted staff's review concluded the project conforms to the Secretary of Interior's Standards and the Downtown Design Guidelines. He noted the project is being brought before the Commission because the property owner wishes to utilize the Historic Millwork District Assessment Reduction Program, which requires HPC review. He explained the review criteria for the project, noting the Historic Millwork District Master Plan, Downtown Design Guidelines and Historic Millwork District PUD. He reviewed the intent of the three documents.

Jeffrey Morton, Project Architect, 206 Bluff Street, presented the request. He reviewed the project scope and bidding process. He noted the project is an extensive restoration and rehabilitation process. He reviewed the number of additions, key features and numerous modifications that have happened over time. He explained the essential court yard and passageways will be opened up to become primary entrances. He explained the future building uses, noting the first floor is intended to accommodate large and small commercial uses, and the upper stories will be designed for 36 apartments per floor.

Mr. Morton reviewed the historic tax credit requirements. He noted the masonry will be cleaned and re-pointed. He noted the masonry will be gently cleaned so as to not remove many of the historic painted signs. He explained the windows will be replaced and the historic entrances will be reconstructed using existing arches to open up passageways and the courtyard. He explained the loading docks will be reconstructed with a 12-foot canopy. He explained the roof will also be reconstructed and the original large skylights will be reintroduced to allow natural light into the 3<sup>rd</sup> floor. He noted the elevator shafts will be re-used for stairways.

The Commission discussed the project.

Motion by Wand, seconded by Whalen, to approve the application as submitted. Motion carried by the following vote: Aye – Klavitter, Whalen, Bichell, McDonell, and Wand; Nay – None; Abstain – Olson.

**DESIGN REVIEW:** Application of Gary Carner / Franklin Investments LLC for a Certificate of Appropriateness to construct a detached enclosed parking structure for property located at 39 Bluff Street in the Cathedral District.

Staff Member Johnson reviewed the staff report. Gary Carner, 1664 Washington Street and Matthew Lundh, Project Architect, 2678 Marywood Drive, were present. Mr. Lundh noted changes from the previously reviewed project with regard to the site plan. He explained the proposed garage has been relocated approximately five feet to the north.

The Commission discussed the project, and reviewed the building details and garage door options with the applicant.

Motion by Whalen, seconded by Bichell, to approve the application as submitted with a square decorative garage door, windows optional, and noting metal is an acceptable material. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, McDonell and Wand; Nay – None.

**DESIGN REVIEW:** Application of Jim Avery & Rhonda Dunbar for a Certificate of Appropriateness to install windows for property located at 168 E. 10<sup>th</sup> Street in the Historic Millwork District.

The applicant was not present.

The Commission reviewed the staff report and discussed the proposal.

Motion by Whalen, seconded by Wand, to approve the request as submitted. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, McDonell and Wand; Nay – None.

**DESIGN REVIEW:** Application of John White for a Certificate of Appropriateness for façade improvements for property located at 925 & 955 Jackson Street in the Historic Millwork District.

Staff Member Johnson reviewed the staff report, noting this project is in the Historic Millwork District Master Plan, Historic Millwork District Planned Unit Development, and the Downtown Design Guidelines area. He reviewed the proposed modifications to the two buildings. He noted the applicant is attempting to implement the façade depicted in the Historic Millwork District Master Plan for 925 Jackson Street.

John White, 409 Birch Street, property owner, presented the request. He explained he cleaned the exterior of the building three years ago. He stated he wishes to add three windows to 955 Jackson Street to match the north elevations. He noted the windows will both vertically align and be positioned to match the windows north of the property. He explained he will use bricks removed as a result of installing the new windows for repointing and repairs to other masonry on the building. He noted the entire façade will be re-pointed. He clarified that the request does not include any modifications to the front parapet and cornice of the building. He noted the façade will remain unchanged aside from the new window sills and re-pointing. He noted the existing overhead door and service door will be repainted.

Mr. White reviewed the proposed changes to 925 Jackson Street. He explained he would like to replace the existing metal siding with a new ivory-colored metal siding. He stated he would like to replace the original concrete foundation with salvaged limestone block. He noted he would like to replace the existing concrete and metal stairs on the front of the building with new limestone steps and a simplified metal rail. Mr. White clarified the salvaged limestone block will be about three feet high and include blocks that are 10, 12 and 14-inches thick.

The Commission discussed the project. Mr. White clarified how the limestone will appear when completed. He noted the limestone block will be in the exact location as the concrete foundation. He explained it is important to him that the façade align with the limestone block beneath.

The Commission discussed the proposed work at 955 Jackson Street. Mr. White described the structural aspects of the building. He noted the building's historical relationship to the

two adjacent buildings to the north. He reiterated he simply wishes to add three windows to match the other windows.

The Commission discussed the proposed work at 925 Jackson Street. Mr. White clarified he plans to use new corrugated metal siding with ribs spaced approximately six inches apart. He explained the intent is to improve the appearance over the existing rusted metal siding. He noted the color will be ivory with green trim. He explained the building is a wood post building and has a drive-thru from front to back. He reviewed the building's former use. The Commission discussed the existing galvanized siding and whether this is original. Mr. White and the Commission discussed the availability of metal siding and galvanized siding. The Commission noted the importance of retaining the building's industrial history and character. The Commission explained a metal corrugated siding with ribbing much more closely spaced would be more appropriate. The Commission noted spacing of one or two inches maximum.

Mr. White stated approval of the windows and limestone now would be helpful to coordinate his planned project with the City's streetscape work, which is currently underway. He noted he would be willing to investigate other metal siding options and bring the metal siding back to the Commission for review.

The Commission discussed the railing style. Mr. White discussed the design guidelines, noting they suggest a simple plain substantial railing without decorative elements.

The Commission discussed the limestone for the foundation, and noted the concrete is original. Mr. White stated he wants to improve the building's appearance with the limestone. He noted future plans are to expand the use of the building as an artist's studio and the limestone would help tie into that concept. The Commission noted the concrete foundation is original; it would be appropriate to retain that original character. The Commission noted limestone block would also be an acceptable alternative.

Motion by Whalen, seconded by Wand, to

- 1) Approve the request for 955 Jackson Street as presented without stepping down the front façade.
- 2) Approve the request for 925 Jackson street as submitted, with the option for either concrete or limestone for the foundation and stairs, with the provision that the metal siding come back to the Commission for review.

Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, McDonell and Wand; Nay – None.

**DESIGN REVIEW:** Application of Brandon Hrubes & Greg Prehm for a Certificate of Appropriateness to install aluminum soffits and fascia, gate, cement board siding, and approve the gable end of the front porch roof as shown in the February 21, 2008 approved

plans for property located at 624/626 & 634/636 Arlington Street in the W. 11th Street Historic Preservation District.

Staff Member Johnson reviewed the staff report and noted supplemental information was provided to the Commission before the meeting for additional background on the history of the project.

Staff Member Johnson reviewed the complete history of the property and the February 21, 2008 Certificate of Appropriateness. He reviewed the staff approval for the five inch lap width for the buildings, which was based on the consensus of the Commission. He noted he approved carriage house style garage doors in conformance with the recommendation in the February 21, 2008 Certificate of Appropriateness.

He explained the applicants have requested several deviations from the approved Certificate of Appropriateness. He noted the application states the drip edge that was already installed when the property was purchased was designed to accommodate aluminum not cement board, and therefore the applicants would like to use aluminum soffits and fascia on the buildings. He explained the applicants would like to install a decorative gate to screen the area between the two buildings. He noted there is approximately 12 feet between the two buildings.

Staff explained the applicant is asking to install cement board siding in place of the previously approved limestone veneer on the south two-thirds of the west foundation wall of 624-626 Arlington and the south two-thirds of the east foundation wall of 634-636 Arlington.

Staff noted the applicant would also like to construct the gable end of the front porch as depicted in the 2008 Certificate of Appropriateness rather than the simplified pediment as suggested from the work session.

Greg Prehm, 8505 Southern Hills Ct., Dubuque, and Brandon Hrubes, 1675 Silver Maple Trail, North Liberty, Iowa, were present. Mr. Hrubes requested that the contractor address the issue with the aluminum soffit. Contractor Jesse Gansen, 9063 Long Trail, Dubuque, explained that the previous owner and builder constructed the building at 624-626 Arlington Street in such a way that aluminum soffits are the only option without removing roofing and fascia.

The Commission discussed the soffit and fascia. The consensus was that aluminum is acceptable for the fascia only on 624-626 Arlington Street, but the building will have to cement board soffits. The consensus was the building at 634-636 Arlington Street must be built according to the approved plans with cement board soffits and fascia.

The Commission discussed the gable design and the approved February 2008 Certificate of Appropriateness. The Commission noted the approved plans reflect the recommended modifications from the January 2008 work session, and therefore, the porch gable is acceptable as depicted in the plans and as its being constructed. The consensus of the

Commission was the February 21, 2008 plans supersede the direction at the January 2008 work session.

The Commission discussed the gate options, noting appropriate styles and finishes. The Commission requested the gate coordinate with color and design with the garage doors. The consensus was to have a painted gate to coordinate with the color and design of the garage doors with detailing similar to the black gate example provided by the applicant to install in the 12-foot space as proposed with a straight top edge, rather than the curve. The top edge can be angled. The consensus was to have a design be presented for the Commission's review and approval by email.

The Commission discussed the cement board siding. The consensus was to allow the cement board siding in place of the previously approved limestone veneer for the area between the two buildings, contingent on the approved gate.

The Commission discussed the large concrete retaining wall at the rear façade of the two buildings and possible changes in appearance. The property owners noted that was something they would like to address as well, noting the potential for an improved appearance. The applicants and Commission discussed a variety of treatments and agreed that acid staining or a limestone veneer overlay should be investigated. The consensus was for the applicants to submit options using acid stain in a limestone color to match the native stone, or a limestone veneer, for HPC review.

Motion by Olson, seconded by Wand, to approve the request with the following conditions:

- 1) An aluminum fascia and cement board soffit is acceptable for the property at 624-626 Arlington Street, and the property at 634-636 Arlington Street must use cement board soffits and fascia as previously approved.
- 2) Cement board siding is allowed in place of the previously approved limestone veneer for the area between the two buildings contingent on an approved gate.
- 3) A painted gate to coordinate with the color and design of the garage doors with a horizontal or angled top edge with detailing similar to the black gate example provided in the application needs to be presented to the Commission for review.
- 4) Treatment options for the retaining wall between the two buildings including acid stain in a limestone color to match native limestone, or a limestone veneer, needs to be presented to the Commission for further review.
- 5) The gable ends of the front porch roofs are acceptable as depicted in the February 21, 2008 Certificate of Appropriateness.

Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, McDonell and Wand; Nay – None.

**ADVISORY DESIGN REVIEW:** Application of Justin McCarthy, Straka Johnson Architects, for an Advisory Design Review to install a monument and integrated electronic message signs for property located at 975 Central Avenue (Parking Ramp) in the Downtown Design Guidelines.

Staff Member Johnson reviewed the staff report for the new City parking ramp under construction. He noted the parking ramp is in the Downtown Design Guidelines area and public funds are involved in the project. He referenced the drawings of the signs and rendering of the completed parking facility as well as the site plan which depicts the sign locations. He reviewed the sign dimensions, materials and construction. He noted the Downtown Design Guidelines for signs have been provided with the staff report; however, consideration needs to be given that the proposed signage is for a new parking ramp. He clarified the Downtown Design Guidelines for signs were well thought out for the downtown area; however, they are most relevant to historic properties in historic areas.

Marty Johnson, Straka Johnson Architects, 3555 Digital Drive, was present. He reviewed the message center sign on Central Avenue, and clarified the integrated message center sign will be flush with the brick wall, and not protrude two inches out as depicted in the applied drawings. He noted the freestanding monument sign on the west side of the ramp was designed to pull in materials and tie into the parking ramp facility.

The Commission discussed the sign designs, noting its size and purpose.

Tim Horsfield, Parking Division Manager, explained the messages on the wall-mounted signs are intended primarily for ramp users. He noted the sign would advise ramp users that a level was full or other similar issues, but also noted it may be used to publicize City events. He explained the freestanding sign is intended to advertise civic events as well as direct ramp users. He noted it is intended to be used similar to the sign at the Historic Federal Building.

The Commission expressed concern that the signs do not follow the Downtown Design Guidelines, and asked if other options were considered. Marty Johnson indicated that the two signs at the Historic Federal Building and Prescott School are successful in advertising City events, and the ramp signs presented a similar opportunity. Mr. Horsfield noted that the Iowa Street side of the ramp is a plaza area, and he has been directed to design a sign to convey information to the public.

The Commission noted that their charge is to review projects on a case-by-case basis in accordance with the Downtown Design Guidelines or applicable standards. The Commission noted the signs are for parking ramps and questioned their effectiveness. Staff Member Johnson noted the ramp is located in an area of downtown greatly affected by urban renewal. The Commission recognized the area has seen a number of changes.

Motion by Wand, seconded by Whalen, to approve the request as submitted. Motion failed by the following vote: Aye – Whalen, Bichell and Wand; Nay – Klavitter, Olson, and McDonell.

The Commission and applicants discussed whether any changes or modifications could be made to gain greater support for the signs. The Commission explained those opposed to the design disagree on principal with the electronic message components as they are inconsistent with the Downtown Design Guidelines. The Commission explained the motion can go to the City Council as voted on so the Council can discuss and make the decision.

Education Task Force: No report.

**ITEMS FROM PUBLIC**: None.

**ITEMS FROM COMMISSION**: None.


**ITEMS FROM STAFF**:

Resignation of Peggy Stover: Staff noted that Peggy Stover has submitted her resignation from the Historic Preservation Commission.

Motion by Wand, seconded by McDonell, to accept the resignation of Peggy Stover and direct staff to send a letter to all residents in the Cathedral and Old Main Historic Districts regarding the current vacancies. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, McDonell and Wand; Nay – None.

**ADJOURNMENT**: The meeting adjourned at 7:25 p.m.

Respectfully submitted,



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Laura Carstens, Planning Services Manager

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Adopted—April 21, 2011