

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR SESSION**  
5:30 p.m.  
Thursday, August 16, 2012  
City Council Chamber, Historic Federal Building

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

**Commissioners Excused:** Commissioners Otto Krueger and Bob McDonell.

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

**CALL TO ORDER:** The meeting was called to order by Chairperson Klavitter 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 Bichell, seconded by Whalen, to approve the minutes of the July 19, 2012 meeting as submitted. Motion carried by the following vote: Aye – Klavitter, Whalen, Bichell, Rapp and Wand; Nay – None; Abstain – Olson.

**DESIGN REVIEW:** Application of Steve Lampe / Marde Enterprises for a Certificate of Appropriateness to demolish the building located at 928 Central Avenue in the Downtown Neighborhood Conservation District.

Staff Member Johnson reviewed the staff reports and application for a demolition permit. He reviewed modifications to the building since 1884. He noted the two-story core building and rear two-story hip roof structure were present prior to 1884. He explained by 1891, the front gained a porch of the entry on the left side of the building. He explained the porch is now gone and the openings on the front façade have been filled in with plywood and Permastone. He explained in 1891, the rear structure lost a story and remained that way until sometime between 1909 and 1950 when it gained a half-story back. He stated the concrete block structure was built in 1931 and an addition was added to it in 1935. He explained the building was most likely a single-family home prior to 1927. He explained the building was converted to multiple units or office space sometime between 1927 and 1931. He reviewed the role of the Commission in reviewing demolition permits in conservation districts.

Steve Lampe, P O Box 567, Dubuque explained he owns the property and adjacent building. He explained the deteriorated state of the structure at 928 Central Avenue. He explained he would like to clean-up the area but has no immediate plans for the use of

the lot at this time.

The Commission and staff discussed the modifications and infill of the original window openings. The Commission stated the master list of surveyed Phase 3 downtown properties indicates the building does not have historic or architectural significance. Staff confirmed that if the Commission agreed with the assessment that the building no longer has historic or architectural significance, then the question of economic viability does not need to be considered.

Commissioners discussed the historic survey, noting it is one tool in evaluating the historic or architectural significance of a property. The Commission explained other factors such as removing previous alterations can make a property eligible once again. The Commission discussed the history of mixed uses for the property. The Commission noted the property is located in a block in which many of the buildings have been lost due to urban renewal.

Motion by Wand, seconded by Bichell, to approve the demolition permit as submitted based on the determination in the 2003 Phase III Architectural and Historical Survey Evaluation that the building has no architectural or historical significance, and there is no evidence that there has been a change in that significance. Motion carried by the following vote: Aye – Klavitter, Olson, Whalen, Bichell, Rapp, and Wand; Nay – None.

**EDUCATION TASK FORCE:**

Update on Public Outreach and Education Program: Chairperson Klavitter noted the Task Force has not met since Commissioner Krey's resignation.

**ITEMS FROM PUBLIC:** Tim Greenfield, 197 Main Street, provided information on a proposed storefront improvement for 185 Main Street. He explained he is presenting the concept to the Commission during the planning stages, and intends to present a formal application for approval at the September Historic Preservation Commission meeting.

Mr. Greenfield reviewed the changes he would like to make to the storefront. He explained the storefront still has its original columns, which can be seen in the photographs distributed to the Commission. He explained the entrance to the storefront was altered and much of the storefront was recessed into the building. He explained he would like to rehabilitate the storefront so it appeared similar to other storefronts in the Old Main Historic District. He explained he would like to construct a bulk head similar to the bulk head on the Mystic Tattoo building, and he would like to frame the storefront in a bronzed aluminum similar to the Crust building.

The Commission and Mr. Greenfield discussed building and accessibility codes for the project. Mr. Greenfield explained he has consulted with the Building Department and Fire Department, and all components of the project will meet Building and Fire Codes. He noted the Historic Preservation Commission is the last approval needed before proceeding.

The Commission discussed the bulkhead and positioning of the aluminum mullions. The Commission discussed using wood bulkheads below the side light and display windows in the recessed entry. The Commission discussed the bulkhead height as proposed or similar to the bulkhead on Gordon's Toggery. The Commission discussed options to use all glass and an option to use glass and a wooden bulkhead for the fixed entry window adjacent to Gordon's Toggery.

The Commission discussed the proportion of the transoms and display windows. The Commission explained it is more typical to see larger display windows and shorter transom windows on storefronts, noting the proposed design has equal sized display windows and transom windows. Mr. Greenfield thanked the Commission.

**ITEMS FROM COMMISSION:**

Electronic Agenda Packets: Commissioners Olson and Klavitter explained they downloaded the packets without issue. By consensus, the Commission agreed to continue distributing agenda packets electronically for the next few meetings to allow new Commission members to test the options.

Key City Iron Works Building: Commissioner Olson noted that she was contacted by John Gronen, Gronen Restoration, about the re-pointing that had been done on the Key City Iron Works Building. She explained it is both her and Mr. Gronen's opinion that the tuckpointing was done inappropriately and ruined the building. She explained that Mr. Gronen suggested different levels of review for re-pointing based on the type of building. She noted the excessive re-pointing on the building. She explained the joints were ground too wide and more re-pointing was done than necessary.

The Commission discussed educating contractors and the public about re-pointing. The Commission discussed training opportunities for local masons and the best approach to reach out to local contractors. The Commission discussed having one standard for re-pointing or different standards for buildings based on their significance.

Commissioner Bichell left the meeting at 6:14 p.m.

Staff noted that the Historic Preservation Commission followed the recommendations of the National Park Service Preservation Technical Services Briefs when reviewing the project. Commissioners felt the issue should be discussed further due to the large amount of masonry buildings in Dubuque. The Commission discussed training, certifications and policies for re-pointing historic masonry.

Commissioners noted that they asked the right questions, provided the correct directions and the applicant gave the right answers. The Commissioners felt the work subsequently was not done appropriately and is irreversible. Commissioners discussed assessment of re-pointing needs, such as evaluating what percentage of a building needs to be re-pointed as well as specific documentations of the treatment approach. The Commission asked about adding additional information in HPC applications about the method to be used for re-

pointing so it becomes a written agreement. The Commission discussed mortar analysis as being an important step in the process as well.

By consensus, the Commission referred the issue to the Education Task Force.

**ITEMS FROM STAFF:**

The Arts Means Business in Dubuque Initiative: Staff Member Carstens reviewed the Arts Means Business in Dubuque Initiative. She noted the significant positive economic impacts of the non-profit arts and culture industry in Dubuque, including historic preservation.

Historic Preservation Technical Assistance Program: Staff Member Carstens reviewed the draft program brochure and invited input from the Commission on the structure of the program.

The Commission discussed the language in the brochure and recommended an example of matching funds in the brochure. The Commission discussed current interest in the program and how it will be marketed. The Commission and staff discussed the program structure. Staff Member Carstens stated the program is designed to remove any financial risk on behalf of the City. Staff Member Johnson explained applications for the Technical Assistance Program funds must include an approved Part 1 and Part 2 Tax Credit application. He stated the funds will not be reimbursed to an applicant until the approved Part 3 tax certificate is provided to the City of Dubuque. He explained this system guarantees a project is completed correctly before any money is given.

The Commission discussed how reimbursement would occur. Staff Member Carstens explained invoices and proof of payment for eligible administrative costs would have to be provided along with the tax certificate to the Planning Services Department prior to any reimbursement being made. The Commission recommended money be made available on a first come/first serve basis.

**ADJOURNMENT:** Chairperson Klavitter noted the meeting is Commissioner Wand's last Historic Preservation Commission meeting. The Commission recognized Commissioner Wand for all his time, expertise, and service to the Dubuque community.

The meeting adjourned at 6:40 p.m.

Respectfully submitted,



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Laura Carstens, Planning Services Manager

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Adopted—September 20, 2012