

MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION

Thursday, December 20, 2007
5:30 p.m.
Auditorium, Carnegie Stout Public Library
360 W. 11th Street, Dubuque, Iowa

PRESENT: Chairperson Christine Olson; Commission Members John Whalen, Chris Wand, Matthew Lundh and Bob McDonell; Staff Members Laura Carstens and Dave Johnson.

ABSENT: Commission Members Keisha Wainwright, Michael Coty, and Mary Loney Bichell.

AFFIDAVIT OF COMPLIANCE: Staff presented an Affidavit of Compliance verifying the meeting was being held in compliance with the Iowa Open Meetings Law.

CALL TO ORDER: The meeting was called to order by Chairperson Olson at 5:54 p.m.

MINUTES: Motion by Wand, seconded by Whalen, to approve the minutes of November 20, 2007 as submitted. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

DESIGN REVIEW: Application of Knight & Company LLC for a Certificate of Appropriateness to add dormers and replace windows and doors for property located at 223 Bluff Street in the Cathedral District.

Adam Johnson, IZSO Architecture, Galena, Illinois, reviewed the project using architectural renderings. He explained the project involves adding seven new rooftop dormers and the windows will be replaced with aluminum clad windows. He explained they would also like to remove aluminum storefront doors and replace them with doors and windows that match the original construction based on the research they are conducting.

Staff Member Johnson reviewed the staff report, noting the application explains seven new rooftop dormers will be added. He stated four will be added to the east elevation, two on the west elevation and one on the north elevation. He explained the application stated the dormers are being added to provide sufficient natural light and ventilation to the units. He reviewed the project for each elevation of the building. He explained on the east elevation a total of four new dormers that will mimic the existing dormers found on the south elevation will be installed. He stated these dormers will match the existing

south side dormers and window openings, material and detail; however, those windows will be slightly larger. On the west elevation, a total of two new dormers that will mimic the existing dormers found on the south elevation will be constructed. These dormers will match the original existing south elevation dormer size, scale, window openings, material and detail. He stated on the north elevation, a new shed roof dormer is proposed for the north roof elevation; however, size and proportion will differ. The north elevation directly faces St. Raphael Cathedral and is not directly visible from the street level. This dormer is proposed as a shed roof in order to increase interior living space due to interior structural encumbrances. Increased dormer width would require a much higher ridge line if the dormer was to be a gable dormer like the rest. In order to maintain the vertical scale, a shed dormer is proposed. The application states the lower roof line is more in keeping with the existing rooftop dormer scale. He stated all existing windows on the second, third and fourth floors will be replaced with aluminum clad windows designed to match the original school house windows in detail and proportion to the greatest extent possible. He stated eight existing bricked-in window openings on the west side of the building will be opened up to their original size and will have aluminum clad windows installed to match the original schoolhouse windows to the greatest extent possible as well. He stated the street level entry doors will also be replaced to match the original schoolhouse doors in detail and proportion to the greatest extent possible.

The Commission discussed the size, location and appearance of the new dormers. Commissioners were concerned with the size of the dormers in the center of the east elevation. Commissioner Wand noted the proposed three window dormers on the center of the east elevation appear to crowd the roof element atop the center component of the building on the east elevation. The applicants had concerns with reducing the amount of light and ventilation and being able to comply with Building Code, if they were to have to reduce the dormer size on the center portion of the east elevation. The Commission further discussed the dormers and stated they felt the other proposed dormers were appropriate in scale, height, form, style, and placement.

The Commission discussed the Building Code requirements pertaining to light and ventilation and encouraged the applicants to review the historic building code with Building Services Manager Rich Russell. The Commission explained the Historic Building Code is set up to allow flexibility and Code requirements for historic buildings.

Motion by Wand, seconded by Whalen, to approve the dormers as submitted, noting the center dormers on the east elevation should be shortened to two windows instead of three windows unless the Historic Building Code does not allow it. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

The Commissioners next discussed the new windows to be opened up on the east elevation. The applicants agreed to change the drawings to match the photographs. They are hoping to receive more historic photos. The applicants reviewed the windows

proposed for the project. The Commission discussed the existing window material and the appropriateness of aluminum clad windows. Commissioner Wand requested that the lower level windows above the water table on the west elevation be a triple set instead of a double set which is shown in the drawings. The applicants noted it was an oversight in preparation of the drawings and the windows will indeed be a triple set of windows as shown in the staff photographs. Chairperson Olson noted the importance of making sure the framing is the correct width and has the correct proportions. The Commission encouraged the applicants to continue researching historic photos for accuracy.

The Commission next discussed the doors. They noted the original doors are not readily visible in the historic photographs provided by the applicants. The Commission discussed allowing the applicants to conduct further research in determining historically appropriate doors and allowing staff to sign-off on those doors.

Motion by Wand, seconded by Whalen, to approve the windows and doors as presented to match the original historic windows in proportion, function, horizontals and verticals on the frame, and defer to staff the ability to sign-off on doors that match the historic doors, otherwise the doors must come back to the Historic Preservation Commission for approval, and the windows on the west elevation need to be a triple set instead of a double set. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

DESIGN REVIEW: Application of Ken Moore Construction for a Certificate of Appropriateness to build two zero lot line duplexes with 8 off-street parking spaces for property located at 624/626 & 636/638 Arlington Street in the W. 11th Street District.

Ken Moore, Ken Moore Construction, reviewed the project. He noted the proposal was a federal-style building, as requested by the Historic Preservation Commission at the last meeting. He noted he is in compliance with the off-street parking requirements with the parking lot.

Staff Member Johnson reviewed the staff report. He clarified with the applicant the changes in the new proposal from the original application. He stated the applicant is proposing to build two zero lot line duplexes with eight off-street parking spaces. He stated the proposed duplexes have a two-story brick side gable plan. He explained each unit has a separate portico entrance. He stated the buildings will be located on two lots which measure 106 feet by 72 feet and constitute approximately 0.17 acres. He explained on September 23, 1999, the applicant received a special exception to build two duplexes zero feet from the common side property line in an R-2A Alternate Two Family Residential District. He explained the proposed structure will have a poured concrete foundation with over six over six aluminum clad double hung windows with stone lentils and sills. He stated the doors will be fiber classic wood six-panel doors. He stated the walls will be brick with stone quoins on the front and sides with

cement board on the rear of the building. The gables will be brick and the soffits will be aluminum. The roof will have asphalt shingles and a 5:12 pitch. The porticos will have synthetic columns. He also explained that on April 27, 2000, the applicant was denied a variance from the eight required off-street parking spaces. He noted the proposed eight off-street parking spaces are located in the front yard between the building and the street. He indicated that the minutes from the last application for a Certificate of Appropriateness, which was withdrawn, was provided in the staff report. He noted the Commission should pay close attention to the conformance with guidelines section of the staff report with regard to parking and the scale, massing, foundation height, number of stories, roof form, window and door size and placement, architectural style and materials and color of the building.

Commissioner Whalen asked for more clarification on the porches. Mr. Moore indicated the federal style porches draw on existing porches on Locust Street. He noted the columns will be synthetic.

The Commission next discussed the importance of the porch and roof design to create a unique look to the structures.

Brad Parks, 570 Arlington Street, spoke about the project. He felt the structure looks like an apartment in a neighborhood of homes and families.

Chad Witthoeft, 485 Arlington, asked about the number of units and the location of parking. The Commissioners clarified that this is a project that will have four units, parking in front, and was zoned for this use back in 1998. Mr. Witthoeft expressed concern about the character of the neighborhood, and stated the trend is from rental units to single-family homes in the area. He questioned whether this type of development is best for the neighborhood. Chairperson Olson clarified that the zoning for two zero lot line duplexes and the parking were approved through the Zoning Board of Adjustment, and the Historic Preservation Commission does not review zoning matters.

Julie Lott, 265 Alpine, explained she has purchased the majority of the properties on the north side of Arlington Street, including the historic duplex at 637 Arlington. She discussed that having the alley improved would be a significant improvement to the parking situation in the neighborhood; however, it would most likely have to be done as an assessment. She felt many properties are not up to code, and noted many of the properties that she purchased were in poor condition. She explained some of those properties were purchased from Mr. Moore. She expressed concern that Mr. Moore's management of his properties would lead one to believe that the proposed duplex would also be a detriment to the neighborhood.

Bethany Golumbeski, 555 West 11th Street, owns property at 555 Arlington. She commended Mr. Moore for going back to the drawing board to try to pull architectural

elements from the neighborhood. Her concerns were with the mass of the building and she felt that it is too big. She also expressed concern that the proposed duplex would be out of scale with the rest of the neighborhood. She explained her comments are based on the size of the lots as well as her experience with moving homes into this neighborhood.

Chairperson Olson stated her concerns are the size, scale and massing of the structure proposed for this neighborhood. She said the Historic Preservation Commission will look at these design elements as well as placement of parking. She reviewed the design guidelines for parking. She felt this building seems more like a building that would be located in the downtown, and it takes up a significant area making it inconsistent with the neighborhood.

Ken Moore noted that Julie Lott's issues should be taken up with her realtor and are not the subject of this meeting. Mr. Moore drew the attention of the Commission to photos provided in the application packet, and noted the size of the buildings east of this site. He stated the size of the building east of this site is larger.

Commissioner Wand reviewed his comments from the last meeting. He noted not all Commissioners requested a federal style building; rather one commissioner noted this as an option. He reiterated the Historic Preservation Commission is looking at the scale of the building and how it fits into the neighborhood aesthetically regardless of its use. Mr. Moore noted his units would be the only ones with parking. He asked for direction from the Commission so he can present a design that will be acceptable.

The Commissioners discussed the size and scale of the proposed building in relation to the lot size. Mr. Moore stated he would take Commissioner Wand's previous suggestion that the duplexes be separated into two buildings. He said his only options are to put the parking in the front with garage as shown in the last design. He reiterated he cannot locate the parking in the rear of the building due to the location of the bluff.

Commissioner Whalen asked staff to clarify what the Commission can review for streetscapes. Staff Member Johnson noted that the Commission can comment on the site plan, parking, location and streetscape. Commissioner Whalen discussed with Mr. Moore what the green space in front of the building would be. Staff Member Johnson noted the site plan indicates the building will be approximately located 22 feet from the sidewalk with parking and approximately six feet of green space between parking and the proposed building.

The Commission discussed with Mr. Moore the option to have garages underneath the building. Mr. Moore stated he was willing to work with the Commission. He explained he would separate the buildings by three to six feet.

Commissioner Whalen noted the buildings should fit the neighborhood. Mr. Moore said he is planning on selling some of his units and many of his units are rented to families. Chairperson Olson reiterated her biggest issues are the parking in the front of the building and the size, scale and mass of the proposed building. She stated these issues contradict the streetscape guidelines and the architectural guidelines. Mr. Moore again reiterated that parking in the rear of the building is not an option.

At the request of Mr. Moore, the Commission discussed conducting a special work session with the applicant to help work through some of the design issues. Mr. Moore said he is willing to compromise and stated a work session would be a great idea. He reiterated that he wants to get something built on this site that is acceptable to everyone.

The Commissioners discussed the design and number of units. Mr. Moore said he is willing to look at having garages in place of four units. Commissioner Whalen suggested Mr. Moore consider a carriage house style of garage. Commissioners discussed tabling the application and holding a work session with the applicant in early January. Mr. Moore requested his application be tabled to a future meeting to allow an opportunity to conduct a work session with the Historic Preservation Commission.

Motion by Wand, seconded by Whalen, to table the application to a future meeting. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

Motion by Wand, seconded by Whalen, to direct staff to set up a work session with Mr. Moore and his design team in the first two weeks of January to discuss design issues for the project. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

ITEMS FROM PUBLIC:

1108 Locust Street-Window Replacement: Brad Bierman, Epic Construction, explained the property owner at 1108 Locust Street would like to deviate from the previously approved Certificate of Appropriateness to allow aluminum clad windows instead of wood windows. He explained prior to the original design review meeting for the Certificate of Appropriateness, there was a communication breakdown between the property owner and the architect. He explained it was never the property owner's intention to install wood windows as part of the project. He stated the property owner would like aluminum clad windows.

The Commission expressed they liked the approved wood windows. Staff Member Carstens noted the current window policy which allows buildings that are neighborhood supportive or non-supportive to replace their windows with alternative materials, such as aluminum clad or vinyl provided they maintain the same type, size, shape and style. The

Commission discussed the appropriateness of aluminum clad. The Commission agreed aluminum clad would be a significant upgrade from what was previously in place. The Commission noted that the applicant is entitled by right to reinstall the old inefficient windows. The Commission noted those windows were in very poor condition. The Commission discussed the style of the proposed windows. Commissioner Lundh stated in this case, aluminum clad windows would be appropriate. He noted that there is no specific date in history which states aluminum clad is appropriate or not appropriate. The Commission noted the window opening and style is not being destroyed. Rather, it is only a change in material. The Commission expressed they would prefer one over one windows instead of inappropriate divided lites.

Motion by Wand, seconded by McDonell, to approve the request as submitted to allow aluminum clad windows instead of wood windows. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

ITEMS FROM COMMISSION:

NAPC CAMP Training: Chairperson Olson stated she felt a NAPC CAMP Training would be an ideal use of Historic Preservation Commission training dollars. The Commission felt an NAPC CAMP in Dubuque would be a benefit to a number of staff and officials within the city. The Commission stressed the importance of having a good turnout and requested commitments from Commissioners. The Commission discussed the possibility of making it a regional NAPC CAMP. The Commission discussed conducting the NAPC CAMP on a weekday or weekend. The Commission decided a one-day event held on the weekend would be preferred. By consensus, the Commission directed staff to contact commissioners in the tri-state and Minnesota area to gauge interest in a regional NAPC CAMP to be held in Dubuque. The Commission noted Four Mounds would be an ideal location to hold the event.

ITEMS FROM STAFF:

Building Services Dept. – Status Report on Historic Preservation Enforcement: Staff Member Johnson noted a couple of items were removed due to compliance. He added that deadlines and timeframes need to be updated and this will be discussed with Building Services Manager Rich Russell and Assistant City Manager Cindy Steinhauser at a Historic Preservation Enforcement Meeting on December 21, 2007.

The Commission and staff discussed the status of the Hendron and Brown cases. Staff noted Scott Hendron was in violation of potential demolition by neglect because of a missing column. Staff Member Johnson explained that the column has been replaced and Mr. Hendron has moved on with the remaining aspects project and the Certificate of Appropriateness. The Commission agreed Mr. Hendron should be removed from the status report on Historic Preservation Enforcement.

Amendment to Jackson Park Planters Project: Staff Member Carstens explained in May 2007, the Historic Preservation Commission recommended approving \$8,520 in Historic District Public Improvement Program funding for the Downtown Neighborhood Council's Streetscape Project. The project was to install two blackstrap benches in Jackson Park and approximately 45 planters in planting lawns throughout the Jackson Park Historic Preservation District. She explained that since that meeting, there have been neighborhood and City staff discussions that require modification of the project approval. She explained the original application was to allow a mix of planter styles to reflect the differing architectural styles of the Jackson Park Historic District. Following that meeting at the June 20, 2007 Downtown Neighborhood Council meeting, the Council decided to make a modification to the HDPIP Streetscape Project. The consensus of the group was to use one type of planter throughout the neighborhood rather than differing styles as originally submitted.

Staff Member Carstens also noted the City Attorney's Office has advised that if the City places our own objects in the public right-of-way, the City is liable and the City's insurance covers that object. If the City allows others to place objects in the right-of-way, the City also can be liable along with the person who places the objects there. Consequently, the City needs insurance and indemnification from that person.

The Commission discussed the request, and agreed with staff that if the City were to take immediate ownership of the planters, it would be cleaner and simpler from a liability and maintenance perspective. The Commission had no objection to the Downtown Neighborhood Council's request to use one style of planter throughout the neighborhood rather than differing styles.

Motion by Whalen, seconded by McDonell, to recommend approval of the Downtown Neighborhood Council's request to use one type of planter throughout the neighborhood rather than different styles, and to have the Leisure Services Department own and place the planters in the right-of-way. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

W. 11th Street Stair Project: Staff Member Carstens explained that staff is requesting reallocation of \$90,000 in the Historic District Public Improvement Program funding from the West 11th Street Historic Lighting Project to the West 11th Street Stair Project in the West 11th Street Historic District. Staff Member Carstens stated in February 2005, the Historic Preservation Commission recommended approval of \$90,000 in HDPIP funds to install historic street lights and bury utility lines along Grove Terrace and lower Grove Terrace in the West 11th Street Historic District. She explained that since that time, the Historic Bluffs Neighborhood Association has not begun the project or raised the necessary local match. She also stated the Historic Bluffs Neighborhood Association has not provided documentation on the project status despite repeated contacts by City staff. She noted the Commission has reviewed and commented on the West 11th Street Stair Project. She stated the revised plans for the West 11th Street

Stair Project will be presented to the Commission for final approval in the near future. Motion by Whalen, seconded by Wand, to recommend reallocation of \$90,000 in HDPIP funds from the West 11th Street Historic Lighting Project to the West 11th Street Stair Project. Motion carried by the following vote: Aye – Whalen, Olson, Wand, Lundh and McDonell; Nay – None.

Shot Tower Rehabilitation Project: Chairperson Olson excused herself from the Commission for discussion of the Shot Tower Rehabilitation Project agenda item.

Staff Member Carstens explained that staff has requested reallocation of \$100,000 in Historic District Public Improvement Program funding from the Four Mounds Estate to the Shot Tower Rehabilitation Project. She explained in June 2007, the Historic Preservation Commission recommended a commitment of FY2009 HDPIP funds of up to \$100,000 for a future public improvement project to occur throughout the Four Mounds campus. She explained the Four Mounds Foundation sought HDPIP funding up to \$100,000 to assist with the reconstruction of the Four Mounds Road, culverts, and parking areas throughout the Four Mounds Estate Historic District. She stated the commitment of HDPIP funding was meant to strengthen a Watershed Improvement Resource Board (WIRB) grant application that would help create, design and implement the project to minimize runoff to the Mississippi River from the Four Mounds Estate.

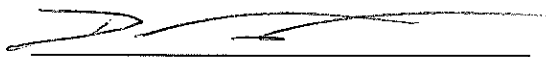
Chris Olson, Executive Director of the Four Mounds, explained even though the WIRB Grant is no longer a viable funding source for the project, the commitment of HDPIP funding is still needed by Four Mounds to contribute to the completion of those projects.

The Commission discussed how HDPIP is structured. The Commission felt that both projects are good projects; however, the Shot Tower Project will be able to utilize the money sooner. The Commission and staff discussed other funding opportunities and the potential to request HDPIP funds for the Four Mounds Public Improvement Project for future years.

Motion by Wand, seconded by Whalen, to reallocate \$100,000 in the FY2009 HDPIP Funds from the Four Mounds Estate to the Shot Tower Rehabilitation Project. Motion carried by the following vote: Aye – Whalen, Wand, Lundh and McDonell; Nay – None; Abstain – Olson.

ADJOURNMENT: The meeting adjourned at 7:53 p.m.

Respectfully submitted,



David Johnson, Assistant Planner

1/17/08

Adopted