

MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
5:30 p.m.
Thursday, March 19, 2020
City Council Chambers, Historic Federal Building

Commissioners Present: Vice Chairperson Brandi Clark and Commissioner John McAndrews (at meeting location) and Commissioners Melissa Daykin Cassill, Christina Monk, Joseph Rapp and Craig Reber (via GoToMeeting).

Commissioners Excused: David Klavitter and Rick Stuter.

Commissioners Unexcused: None.

Staff Members Present: Laura Carstens (via GoToMeeting), Travis Schrobilgen and Chris Happ Olson (at meeting location). Guest staff present: Jon Dienst, Engineering (via GoToMeeting) and Marie Ware, Leisure Services (at meeting location).

CALL TO ORDER: The meeting was called to order by Vice Chairperson Clark at 5:31 p.m. Staff member Olson stated that the meeting was being held in person, but also with options for participation via GoToMeeting, with participants calling in and remoting in via computer, due to the need for social distancing during the COVID-19 pandemic.

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 Monk, seconded by Daykin Cassill, to approve the minutes of the February 20, 2020 meeting as submitted. Motion carried by the following vote: Aye – Daykin Cassill, Monk, McAndrews, Rapp, Reber and Clark; Nay – none.

ACTION ITEMS:

Applicant: City of Dubuque
Address: Jackson Park
Project: New public restroom
District: Jackson Park Historic District

Staff Member Olson introduced the project and informed Commissioners that this is an advisory review, requesting input and a recommendation to the City Council. She introduced Marie Ware, Leisure Services Manager, presenting in person, and Jon Dienst, Engineer II, joining online.

Staff Member Ware presented the project, the importance and history of the park, and the importance to the neighborhood and community for events, the neighborhood,

organizations and parades, among other uses. She stated the new project is finally funded after many years of attempts of including it in the City's budget. She noted that the draft is from one company, but the City will ask vendors to bid on the project based on this design. She opened discussion up to her or Staff Member Dienst. Commissioner Craig Reber expressed his appreciation for the project, stating that it will serve a great need for the community.

Staff Member Olson reviewed the staff report. She referred to the enclosed two sections of the design guidelines that were relevant to the project including: Designing in Context, talking about building mass, scale, and general design; and General Guidelines for New Buildings, regarding architectural character and materials. She referenced those sections in the report. She stated the structure was clearly a new structure, not a replica, but takes details from the neighborhood with brick and coloring and design. She stated the siting tucks the clearly park-like building back in the trees. She said the unobtrusive design would blend well on the site.

Commissioner Monk supported the design, siting and color and material choices. Commissioner Rapp expressed concerned about the open truss system under the gable which may encourage nesting by birds. Staff member Ware stated that park employees are at the parks on a daily basis and would address the maintenance. Discussion about maintenance and the choice of design and materials followed between staff and commissioners.

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

ITEMS FROM PUBLIC: None

ITEMS FROM COMMISSION: None

ITEMS FROM STAFF:

Preservation Updates:

Staff Member Olson reviewed that the new format for preservation updates is one that was introduced to the Commission in March and reminded the Commission that if she has timely updates, she will send via email. She stated there were four updates in the packet and that she had two additional updates to present, for the first and third updates.

1. Preserve Iowa Summit- The summit is still planned for June 4-6, 2020, but may be changed because of COVID-19. This could include postponement or online options, if the plans change. She will alert the Commission of updates as they are made.
2. New Interactive Historic Preservation and Incentives Maps- The first map overlays national and local historic preservation districts and conservation

districts and she referred to the example provided. The second map outlines incentives available for owners, renters and commercial properties. Olson acknowledged the City's GIS and Planning staff's work in creation of the maps. Commissioners expressed their excited about the new maps.

3. Architecture Days- Different from the update provided in the packet, the event has now been moved online, as per the organizer, Dubuque Main Street. Olson updated the commission that Dubuque Main Street would also like to move the Award ceremony to an online event and presentation. Discussion about potential scenarios for the ceremony followed. Commissioner Rapp suggested broadcasting on the city channel. A consensus of the Commission was to move forward with the online ceremony, and Commissioner Monk volunteered to help with the event.
4. Certified Local Government Report- Olson stated the nature and purpose of the report, and that it was filed.

Staff Member Olson, as an aside, thanked the Commission for their work, especially in the face of COVID-19. She stated that the work is important and allows the City to continue to function and for citizens to move on with their work. Commissioners expressed their appreciation for the online format to allow the Commission to continue their work. Staff Member Travis Schrobilgen noted that date and location for the next meeting may change due to the complications of working in the COVID-19 pandemic.

ADJOURNMENT: Motion by Monk, seconded by Reber, to adjourn the March 19, 2020 Commission meeting. Motion carried by the following vote: Aye – Daykin Cassill, Monk, Klavitter, McAndrews, Stuter, Rapp, Reber and Clark; Nay – none.

The meeting adjourned at 6:52 p.m.

Respectfully submitted,



Christine Happ Olson, Assistant Planner

05-21-2020

Adopted