

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.
Thursday, June 17, 2021
Virtual Meeting

This meeting was conducted virtually.

Commissioners Present: Chairperson Bill Doyle; Commissioners Christina Monk, David Klavitter, John McAndrews, Rick Stuter, and Joseph Rapp

Commissioners Excused: Melissa Daykin Cassill, Brandi Clark

Commissioners Unexcused: Craig Reber

Staff Members Present: Chris Happ Olson and Travis Schrobilgen

CALL TO ORDER: The meeting was called to order by Chairperson Doyle at 5:32 p.m.

MINUTES: Motion by Monk, seconded by Doyle, to approve the minutes of the March 18, 2021 meeting as submitted. Motion carried by the following vote: Aye – Monk, McAndrews, Rapp, Stuter and Doyle; Nay – none; Abstain - Klavitter

ACTION ITEMS:

Design Review: Application for Certificate of Appropriateness and Historic Preservation Revolving Loan Fund

Applicant: John McAndrews
Address: 58 Bluff Street
Project: Full rehabilitation and restoration project
District: Cathedral Local and National Register Historic Districts

McAndrews withdrew from the discussion as he was the applicant.

Staff Member Happ Olson presented the staff report noting the properties physical characteristics, previous modifications, and existing conditions. She discussed the State Historic Preservation Office's (SHPO) review as a result of the applicant's use of State Historic Tax Credits. Because the SHPO's review process is generally more restrictive than the City's review, involved in all aspects of exterior and interior work, the SHPO's review takes precedent over the City's. She noted that an approved State and Federal Historic Tax Credit scope of work would meet the Architectural Guidelines that are used for design review in local historic districts and that the Commission may defer to that process.

Staff Member Happ Olson also noted that the structure is a contributing structure within the Local and National Register historic district. And the request is for \$25,000 from the Historic Preservation Revolving Loan Fund. She noted another project that was also completed at 56 Bluff Street by the applicant, and that it is visible in the staff report.

She recommended that if approved, that it be done with the following conditions:

- that the Housing and Community Development Department, where the HPRLF originates, not close on a loan until design review is completed by the SHPO and issues an approved scope of work; and
- following a Certificate of Appropriateness being issued by the Commission, any changes to the HPRLF scope of work must follow any approved scope of work changes by the SHPO as part of the tax credit project.

Commissioner Klavitter asked what the status of the Revolving Loan Fund and at what levels. Staff Member Olson noted that the Housing & Community Development Department manages that fund and that information could be relayed at a future meeting.

Commissioner Doyle asked where in the process the applicant is at regarding the State approval and Staff Member Olson noted that the process was not yet complete.

Commissioners discussed the proposal and the proposed conditions finding them appropriate.

Motion by Klavitter, seconded by Stuter, to Approve the application as presented with the following conditions:

1. that the Housing and Community Development Department, where the HPRLF originates, not close on a loan until design review is completed by the SHPO and issues an approved scope of work; and
2. following a Certificate of Appropriateness being issued by the Commission, any changes to the HPRLF scope of work must follow any approved scope of work changes by the SHPO as part of the tax credit project.

Motion carried by the following vote: Aye –Klavitter, Monk, Rapp, Stuter and Doyle; Nay – none; Abstain – McAndrews.

ITEMS FROM PUBLIC: Commissioner Rapp discussed the historic Radford Road flooding and noted the project he has been working on to remember the 39 people who passed away in the flooding event. Staff Member Olson referred to the email that was sent to Commissioners that day that commemorated the event and thanked Commissioner Rapp for his work continuing to research and bring awareness to our Community's history.

ITEMS FROM COMMISSION: None.

ITEMS FROM STAFF: Staff Member Olson referred to the packet which included Preservation Updates:

- Olson gave a brief overview of the events in May, reviewing the Ken Kringle Awards for 2021, and
- Olson referred to the Proclamation for Preservation Month.

ADJOURNMENT: Motion by Monk, seconded by Klavitter to adjourn the June 17, 2021 Commission meeting. Motion carried by the following vote: Aye – Monk, Klavitter, McAndrews, Rapp, Stuter and Doyle; Nay – none.

The meeting adjourned at 6:05 p.m.

Respectfully submitted,



Chris Happ Olson, Assistant Planner

July 15, 2021

Adopted