
MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, May 23, 2013 @ 4:30 p.m.
Police Substation, 1501 1st Avenue SE

Members Present: Amanda McKnight-Grafton Chair
Todd McNall Vice-Chair
Patricia Cargin
Bob Grafton
Tim Oberbroeckling
Jon Thompson
Barbara Westercamp

Members Absent: Moira Blake
Candy Nanke

HPC City Staff: Thomas Smith, Planner
Alex Sharpe, Planner
Alicia Abernathey, Administrative Assistant

Guests: Kevin Ciabatti, Beth DeBoom, Tim Klima, Cindy Hadish, Tom Owen,
Terry Pesek, Robin Kash

Call Meeting to Order

- Amanda McKnight-Grafton called the meeting to order at 4:30 p.m.
- Seven (7) Commissioners were present and two (2) absent.

Public Comment

- Members of the public introduced themselves and gave reasons for attending the meeting.

1. Approve Meeting Minutes

- Todd McNall made a motion to approve the minutes from May 9th. Jon Thompson seconded the motion. The motion passed unanimously with none opposed.

2. Action Items

a. NEW Demolition Applications

i. 902 16th Avenue SE – Private Property

- Todd McNall made a motion to approve demolition of 902 16th Avenue SE. Jon Thompson seconded the motion. The motion passed unanimously with none opposed.

ii. 345 27th Street Drive SE – Private Property

iv. 444 Fairway Terrace SE – Private Property

- Thomas Smith stated the properties are owned by the Cedar Rapids County Club and were previously used to house County Club employees. The properties have been vacant for the previous three to five years. The property owner feels the cost to rehabilitate the properties is too significant and would like to demolish them and incorporate the properties in the County Club's Master Plan. The property owner does not feel there is any salvage value but is willing to allow salvage opportunities.
- Todd McNall made a motion to place the properties at 345 27th Street Drive SE and 444 Fairway Terrace SE on a 60 day review with the intent to contact the property owner to allow ReStore to salvage the properties. Tim Oberbroeckling seconded the motion. The motion was passed unanimously with Bob Grafton and Amanda McKnight-Grafton abstaining.

iii. 931 16th Avenue SE – Private Property

- Todd McNall made a motion to approve demolition of 931 16th Avenue SE. Jon Thompson seconded the motion. The motion passed unanimously with none opposed.

b. COA Applications

i. 1726 Park Avenue SE – Replace porch windows

- Bob Grafton stated the property owner currently has a combination of wood windows and aluminum windows on the porch of his rental property. The owner would like to replace all porch windows with aluminum windows.
- Discussion took place pertaining to details of the Historic District Guidelines and the fact aluminum windows are against the guidelines. Discussion also included the fact the property owner is allowed to replace the current aluminum windows with other aluminum windows but he may not replace the wood windows with aluminum.
- It was suggested the property owner look through salvage inventories to locate wood windows. It was determined Bob Grafton would remain the liaison and continue to work with the property owner to locate windows.
- Todd McNall made a motion to revisit the COA after 60 days to allow time for helping the property owner locate windows. Jon Thompson seconded the motion. The motion passed unanimously with Tim Oberbroeckling abstaining.

ii. 1818 Ridgewood Terrace SE – Install fence at back of property

- Mr. Smith stated the property owner would like to install a 6 foot fence in the backyard of the property to allow for more security for the property.
- Jon Thompson made a motion to approve the installation of a fence at the back of the property at 1818 Ridgewood Terrace SE. Barbara Westercamp seconded the motion. The motion passed unanimously.

iii. 1821 Ridgewood Terrace SE – Replace front porch

- Mr. Grafton stated he did a site review and spoke with the contractor and the intent is to jack the porch up and build identical columns and replace the porch.
- Tim Oberbroeckling made a motion to approve the replacement of the front porch with the columns matching the existing columns for property at 1821 Ridgewood Terrace SE. Todd McNall seconded the motion. The motion passed unanimously.

3. New Business

a. HPC website and brochure examples

- Ms. McKnight-Grafton stated questions have been received regarding the HPC roles and there are cities, such as Dubuque, that have tri-fold brochures explaining the HPC roles. The HPC website also needs to be more user-friendly.

- Discussion included different ideas for the HPC website and ways to make the HPC roles known. Discussion also included the possibility of using LOA/MOA funding for creation of brochures.
- b. National Register of Historic Places Informational Update**
- i. B Avenue NE Historic District, B Avenue NE from 15th St on West to 21st St, on East including side streets to Alleys, Cedar Rapids**
 - ii. Best Oil & Refining Company Service Station, 624 12th Avenue SE, Cedar Rapids**
 - Mr. Smith stated the City received a letter informing staff of a meeting on June 14th to consider National Register of Historic Places nominations. The HPC was invited to attend and given instructions on how to share comments in writing if unable to attend.

4. Old Business

a. Demo applications UNDER REVIEW

i. 1221 3rd Street SE – June 10, 2013

- Mr. McNall stated attempts were made to contact the property owner to discuss the possibility of rehabilitating the structure but were unsuccessful.
- Discussion included how some members of the HPC were opposed to approving demolition of a contributing structure to a historic district.

b. Updates pertaining to public comment made at the May 9th Meeting

i. Auto Row Historic District

- Mr. Smith stated staff discovered five properties were missed in the original mailing which is why some residents did not receive a letter pertaining to the informational meeting on the Auto Row Historic District. FEMA is currently drafting an amendment to the MOA to remove the Auto Row Historic District nomination and replace it with the Kirkwood Historic Preservation curriculum. The HPC, Cedar Rapids City Council Development Committee and Cedar Rapids City Council will review the draft amendment upon completion.
- Discussion included the fact Save CR Heritage will be contacting property owners to potentially pursue the historic district nomination.

ii. 800 G Avenue NW

- Mr. Smith stated the property is on the demolition list but City Council has requested it be last on the list. The property will be demolished in July or August unless a letter of interest is received. Other options can be discussed with demolition staff.
- Discussion included the request to place the property information on the City Website and other ideas for promoting the property.

c. MOA/LOA Updates

- Mr. Smith stated a status will be provided at a future meeting regarding the 1st Street Parkade future plans.

5. Adjournment

- Barbara Westercamp made a motion to adjourn the meeting at 5:53 p.m. Todd McNall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathy, Administrative Assistant II
Community Development