

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION REGULAR MEETING,**  
**Thursday, July 11, 2013 @ 4:30 p.m.**

**City Hall Council Chambers, 101 First Street SE**

Members Present: Amanda McKnight-Grafton Chair  
Todd McNall Vice-Chair  
Moira Blake  
Patricia Cargin  
Bob Grafton  
Tim Oberbroeckling  
Mark Stoffer Hunter

Members Absent: Candy Nanke  
Barbara Westercamp

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

Guests: Ann Poe, Cindy Hadish, Jennifer Pruden, Laura Behrens, Bill Vincent

**Call Meeting to Order**

- Amanda McKnight-Grafton called the meeting to order at 4:34 p.m.
- Seven (7) Commissioners were present and two (2) absent.

**Public Comment**

- Members of the public introduced themselves.

Mark Stoffer Hunter arrived at 4:40 p.m.

**1. Approve Meeting Minutes**

- Todd McNall moved to approve the minutes from June 27<sup>th</sup>. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

**2. Action Items**

**a. NEW Demolition Applications**

**i. 945 Rockford Road SW – Private Property**

- Thomas Smith stated the house was built in 1923 and is not located in a local historic district. The property has had several break-ins and the property owner is concerned with safety issues. There would be no opportunity for salvage and the property is currently vacant.

- Tim Oberbroeckling made a motion to approve demolition of 945 Rockford Road SW. Bob Grafton seconded the motion. The motion passed unanimously.

**ii. 1016 9<sup>th</sup> Avenue SE – Private Property**

- Moira Blake and Amanda McKnight-Grafton abstained from discussion.
- Mr. Smith stated three structures are on the property and would be demolished for future expansion of Mercy Hospital. The property is not located in a historic district.
- Discussion included interest in taking photographs for historic documentation.
- Todd McNall made a motion to approve demolition of 1016 9<sup>th</sup> Avenue SE. Pat Cargin seconded the motion. The motion passed unanimously.

**3. New Business**

**a. Board of Ethics Advisory Opinion**

- Bill Vincent and Laura Behrens explained conflicts of interest and when it is necessary for members to recuse themselves from discussion.

**b. 2014 Preserve Iowa Summit Funding and Participation**

- Mr. Smith stated the Historic Preservation Commission is required to hold historic preservation-related conferences for five years as part of a Letter of Agreement (LOA) with the State. Each year approximately \$15,000 is available for the event. Mr. Smith provided total cost breakdowns for the 2012 and 2013 Historic Preservation Showcases.
- Mr. Smith stated in 2014 Cedar Rapids will be the host city for the Preserve Iowa Summit. The State has indicated the \$15,000 can be used toward the Preserve Iowa Summit and still meet the terms of the LOA.
- Mr. Smith identified pros and cons for contributing to the 2014 Preserve Iowa Summit.
- Discussion included the event awards, tours, speakers, estimated costs and other entities willing to provide assistance to the event. Discussion also included the potential of not attracting as many Cedar Rapids residents and the potential for waiving costs of Cedar Rapids resident.
- Todd McNall made a motion for the Cedar Rapids Historic Preservation Commission (HPC) to sponsor the 2014 Preserve Iowa Summit for \$7,500 with the intent that if there is a funding gap, the HPC would provide the additional \$7,500. The motion failed due to lack of a second.
- Discussion continued pointing out Cedar Rapids was known as the worst preservation city in Iowa 20 years ago. Discussion also included the fact the 2014 Preserve Iowa Summit would be an opportunity to showcase the City's recovery from the 2008 flood and an opportunity to provide information for the 2015 Historic Preservation Showcase.
- Mark Stoffer Hunter made a motion the Cedar Rapids HPC provide \$15,000 to the 2014 Preserve Iowa Summit. Todd McNall seconded the motion. The motion passed unanimously with none opposed.

**c. 10-Day Demolition Review Period**

- Mr. Smith stated the City's Chapter 18 Historic Preservation ordinance currently requires the HPC to review demolition applications within 10 business days of City staff receiving the application. Due to the current HPC meeting schedule, sometimes applications are received the day of the meeting and added to the agenda in order to have it reviewed within 10 business days to meet the ordinance requirements.
- Mr. Smith recommended extending the 10 business day wait period to a 15 business day wait period to allow more time to review demolition applications.
- Discussion included providing the HPC with the Flood Mitigation Plan for understanding as it impacts some of the decisions made by the HPC.

- Todd McNall made a motion to extend the review period of demolition applications to 15 business days. Mark Stoffer Hunter seconded the motion. The motion passed unanimously with none opposed.

**d. 1207 2<sup>nd</sup> Street SE (Tent & Awning) Notice of Demolition**

- Mr. Smith stated in August 2011 the HPC reviewed a demolition application for the Tent & Awning building at 1207 2<sup>nd</sup> Street SE and placed the property on a 60-day review period. Since the August 2011 meeting the property was pulled from the demolition list and walkthroughs were provided for anyone interested in rehabilitation. No interest was received and the property will be demolished in August.
- Discussion included interest in taking photographs for historic documentation. Discussion also included the idea of keeping the front wall of the property as a form of art and the potential of a time capsule being located on the property.

**4. Old Business**

**a. Demo applications UNDER REVIEW**

**i. 345 27<sup>th</sup> Street Drive SE – Private Property – July 22, 2013**

**ii. 444 Fairway Terrace SE – Private Property – July 22, 2013**

- Mr. Smith stated salvage has not been completed and discussion has occurred about the use of the lots for parking.

Mark Stoffer Hunter left the meeting at 6:10 p.m.

**iii. 1132 Ellis Boulevard NW – City-Owned Property – August 26, 2013**

- Smith stated staff would like to move toward demolition as attempts have been made to rehabilitate the property. The neighborhood residents are in favor of demolition.

**b. COA applications UNDER REVIEW**

**i. 1726 Park Avenue SE – Replace Porch Windows – July 22, 2013**

- Mr. Grafton stated he has not been in contact with the property owner recently.

**ii. 1527 2<sup>nd</sup> Avenue SE–Private Property – WITHIN LOCAL HISTORIC DISTRICT**

- Mr. Smith stated there is a possibility of an investor for the property.

Maira Blake left the meeting at 6:16 p.m.

**c. Historic District Markers**

- Mr. Smith proposed the idea of a subcommittee of the HPC to help brainstorm ideas for the Historic District Markers.
- Discussion included requirements from the State and SHPO. Discussion also included having subcommittees to work on the HPC brochure and HPC website.

**5. Adjournment**

- Todd McNall made a motion to adjourn the meeting at 6:28 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II  
Community Development