

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, February 13, 2014 @ 4:30 p.m.

Collins Conference Room, City Hall, 101 First Street SE

Members Present: Amanda McKnight-Grafton Chair
Todd McNall Vice-Chair
Pat Cargin (Via Telephone)
Bob Grafton
Ron Mussman
Tim Oberbroeckling
Mark Stoffer Hunter
Barbara Westercamp

Members Absent: Mary Elizabeth Spreitzer

City Staff: Thomas Smith, Planner
Gary Kranse, Community Development Director
Kevin Ciabatti, Building Services Director
Jeff Hintz, Planner
Alicia Abernathey, Administrative Assistant

Guests: Cindy Hadish

Call Meeting to Order

- Amanda McKnight-Grafton called the meeting to order at 4:30 p.m.
- Eight (8) Commissioners were present with one (1) absent.

Mark Stoffer Hunter arrived at 4:31 p.m.

1. Approve Meeting Minutes

- Todd McNall made a motion to approve the minutes from January 9, 2014. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

2. Action Items

a. COA Applications

- 1700 Grande Avenue SE – Replace front porch and remove windows on 2nd floor closed in porch**
 - Thomas Smith stated the property is located in the Redmond Grande Historic District and the owner would like to replace the porch and remove windows from the porch on the second level. The owner intends to preserve the wood square columns on the

ends of the porch but would like to replace the two larger columns in the middle of the porch. The replacement columns will be fiberglass columns that are round and fluted with ionic capitals. The owner would also like to replace the wrought iron railing with a balustrade railing on the main level porch. There will also be a balustrade railing on the second level when the porch is opened up.

- Discussion included the previous uses of the home, the possibility that the porch on the second level may have been open in the past, and how removing the windows on the second level will enhance the columns.
- Todd McNall made a motion to approve the COA application for 1700 Grande Avenue SE to replace the deteriorated wood columns with round, fluted, ionic capital fiberglass columns; remove the windows from the second level porch; and remove wrought iron railing and replace with balustrade. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

3. New Business

a. Certified Local Government (CLG) Annual Report Information

- Mr. Smith stated every year the City has to file a Certified Local Government Report with the State Historic Preservation Office. Within the report members of the commission need to demonstrate the trainings they attended. Mr. Smith requested HPC members complete the forms and return them no later than February 27th.

b. HPC Community Care Day

- Amanda McKnight-Grafton presented an idea to have a HPC Community Care Day where HPC members and other volunteers could donate their time to assist in projects to help with curb appeal for properties in historic districts. Projects could include planting flowers, painting houses, etc.
- Discussion included getting involvement from other organizations including Save CR Heritage and non-profits, having the event in May as May is national preservation month, getting neighborhood associations involved and partnering with organizations that can assist in funding aspects.

4. Old Business

a. MOA/LOA Project Status Update

- Mr. Smith provided an update on all MOA/LOA projects.

b. 15 Day Review Period and Other Ordinance Changes – Status Update and Options

- Mr. Smith explained the process for ordinance changes and presented two options for HPC consideration on how they would like to handle proposed ordinance changes.
 - **OPTION A** - Have Development Committee begin ordinance item reviews
 - 15 business day review period extension – Feb. 26 Development Committee
 - Over following months:
 - Accessory structure demolition review
 - Partial demolition review
 - Ornamentation in historic districts
 - **OPTION B** - Coordinate ordinance changes with professional consultant during comprehensive historic preservation plan development
 - Plan includes review of all existing ordinances and guidelines
 - Consultant under contract, development to start in March
- Discussion included pros and cons for each option. Discussion also included switching the 60 day review period to a 55 day review period.

- Tim Oberbroeckling made a motion to go with Option A leaving a 60 day review period. Barbara Westercamp seconded the motion. The motion passed unanimously.
- c. 2014 Preserve Iowa Summit Update**
 - Ms. McKnight-Grafton provided an update on progress made for the 2014 Preserve Iowa Summit including speakers, tours, etc.
- d. Local Historic District Street Signage**
 - Mr. Smith stated Community Development staff will meet with Public Works staff in the coming weeks to discuss options for historic district signage.

Barbara Westercamp left the meeting at 6:04 p.m.

- Discussion included the possibility of getting an inventory of current historic district signage, the funding available, and compatibility with existing street signs.
- e. COA Applications UNDER REVIEW**
 - i. 1527 2nd Avenue SE – DEMOLITION WITHIN LOCAL HISTORIC DISTRICT**
 - Bob Grafton stated the lien on the property has been released.

5. Adjournment

- Tim Oberbroeckling made a motion to adjourn the meeting at 6:16 p.m. Todd McNall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II
Community Development