

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION REGULAR MEETING,**  
**Thursday, April 24, 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  
                          Bob Grafton  
                          Ron Mussman  
                          Tim Oberbroeckling  
                          Mark Stoffer Hunter  
                          Barbara Westercamp

Members Absent:     Mary Elizabeth Spreitzer

City Staff:            Thomas Smith, Planner  
                          Jeff Hintz, Planner  
                          Alicia Abernathey, Administrative Assistant

Guests:               Richard Held, Corey Houchins Witt, Dave O'Clair, Andrew Potter,  
                          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.

**1. Approve Meeting Minutes**

- The minutes were not discussed and will be approved at the May 8<sup>th</sup> meeting.

**2. Action Items**

**a. DEMOLITION Applications**

**i. 2903 C Avenue NE – Private Property**

- Thomas Smith stated the property contains a small house that is located next to commercial and industrial uses. The property is not listed in any historic surveys.
- Andrew Potter stated no one is interested in living in the house. The house is a liability and is in poor condition with asbestos. The property has been vacant since 2006. There are no immediate plans for the property following demolition.
- Tim Oberbroeckling made a motion to approve demolition of 2903 C Avenue NE. Todd McNall seconded the motion. The motion passed unanimously.

**ii. 1228 3<sup>rd</sup> Street SE – Private Property**

- Mr. Smith stated the property is located in the Bohemian Commercial Historic District. There was a fire in January and the property was gutted prior to the fire.
- Discussion included the possibility of saving the structure or relocating the structure.
- Tim Oberbroeckling made a motion to place the demolition of 1228 3<sup>rd</sup> Street SE on a 60-day review period. Todd McNall seconded the motion. The motion passed unanimously.

**b. Certificates of Appropriateness (COA)**

**i. 1417 3<sup>rd</sup> Avenue SE – Replace windows, repair siding, remove side door, replace front & back doors and construct a new porch**

- Corey Houchins-Witt stated the property was purchased a year and half ago and the cost for rehabilitation is high. The proposed rehabilitation plans will go before SHPO for Section 106 review.
- Dave O’Clair identified various rehabilitation aspects that will take place on the house including details for windows, doors, porches, shingles and the chimney.
- Barbara Westercamp made a motion to approve the COA using the elements listed below. Tim Oberbroeckling seconded the motion. The motion passed unanimously.
- Front of House:
  - Rebuild porch and overhang using wood
  - Use wood grain fiberglass door for the front door
  - Replace windows with wood windows
  - Repair and reuse sleeping porch door
- Back of House:
  - Replace windows with wood windows
  - Use fiberglass or metal door for the back door
- Side of House:
  - Save gable on house
  - Replace windows with wood windows
- Other Side of House:
  - Fish scale shingles shall remain
  - Tear out side door and side porch
  - Replace windows with wood windows (one window can be shorted for safety purposes but must remain the same width.)
- Chimney can be removed

**ii. 1427 3<sup>rd</sup> Avenue SE – Replace windows, remove side door, replace front & back doors and construct a new porch**

- Dave O’Clair identified various rehabilitation aspects that will take place on the house including details for windows, doors, porches, shingles and the chimney.
- Tim Oberbroeckling made a motion to approve the COA using the elements listed below. Barbara Westercamp seconded the motion. The motion passed unanimously.
- Front of House:
  - Use of fiberglass door similar in appearance to existing front door
  - Replace windows with wood windows
  - Save fish scale shingled gable
- Back of House:
  - Replace windows with wood windows
  - Use 6 panel steel door for the back door
  - Fix/replace siding with wood siding
  - Replace steps with wood steps

- Replace window with smaller window
- Side of House:
  - Fish scale shingled gable shall remain
  - Remove side door
  - Replace windows with wood windows
- Other Side of House:
  - Fish scale shingled gable shall remain
  - Replace windows with wood windows
- Chimney shall remain

### **3. New Business**

#### **a) Historic District Signage**

- Jeff Hintz presented a map showing existing sign locations and proposed sign locations. Street toppers and historic district sign examples were provided.
- Discussion included rules and regulations pertaining to signage requirements.

### **4. Adjournment**

- Barbara Westercamp made a motion to adjourn the meeting at 6:32 p.m. Ron Mussman seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II  
Community Development