
City of Cedar Rapids

Historic Preservation Commission

Community Development & Planning Department, City Hall, 101 First Street SE, Cedar Rapids, IA 52401, 319-286-5041

MEETING NOTICE

The City of Cedar Rapids Historic Preservation Commission will meet at:

4:30 P.M.

Thursday, July 23, 2015

in the

Training Room, City Hall

101 First Street SE, Cedar Rapids, Iowa

AGENDA

Call Meeting to Order

1. Public Comment

Each member of the public is welcome to speak and we ask that you keep your comments to five (5) minutes or less. If the proceedings become lengthy, the Chair may ask that comments be focused on any new facts or evidence not already presented.

2. Approve Meeting Minutes

3. Action Items

- a) Certificates of Appropriateness (15 minutes)
 - i. 1503 2nd Avenue SE – installation of rear yard privacy fence
 - ii. 1717 3rd Avenue SE – installation of a rear yard privacy fence
 - iii. 1427 3rd Avenue SE – Removal of a chimney
- b) Demolition Applications (15 minutes)
 - i. 612 18th Avenue SW - *Private Property*
 - ii. 7708 6th Street SW – *Private Property*

4. New Business

- a) 1st Avenue street project presentation - Gary Petersen, Public Works (15 minutes)
- b) Invitation to comment on communications antenna – 361 17th Street SE (10 minutes)

5. Old Business

- a) Knutson Building Update (5 minutes)
- b) Demolition Under Review – 121 7th Street SW (5 minutes)
- c) Chapter 18 – Historic Preservation of the Municipal Code (15 minutes)
- d) 2-3 Volunteers to meet with St. Paul’s Church (5 minutes)

6. MOA/LOA Project Updates – (if necessary) (5 minutes)

7. Announcements

8. Adjournment

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, July 9, 2015 @ 4:30 p.m.
Collins Conference Room, City Hall, 101 First Street SE

Members Present: Amanda McKnight-Grafton Chair
Bob Grafton
Ron Mussman
Tim Oberbroeckling
Todd McNall
Pat Cargin
Caitlin Hartman
B.J. Hobart
Barbara Westercamp

Members Absent: Sam Bergus
Mark Stoffer Hunter

City Staff: Jeff Hintz, Planner
Anne Russett, Planner
Jennifer Pratt, Community Development Director
Kevin Ciabatti, Building Services Director
Anne Kroll, Administrative Assistant II

Call Meeting to Order

- Amanda McKnight Grafton called the meeting to order at 4:31 p.m.
- Nine (9) Commissioners were present with two (2) absent.

1. Public Comment

No Public Comment

2. Approve Meeting Minutes

- Barb Westercamp made a motion to approve the minutes from June 25, 2015. B.J. Hobart seconded the motion. The motion passed unanimously.

3. Action Items

a) Certificates of Appropriateness

i. 1820 2nd Avenue SE – replacement four (4) of 2nd floor windows

- Jeff Hintz stated that the Commission can 1) approve the application as submitted, 2) approve with modifications (only if all changes are agreeable to applicant), or 3) disapprove application (to be used if changes are not agreeable). Staff recommends option 2 if the applicant is able to and agrees to install a 2X4 grille pattern to match the other windows. Jeff Hintz shared the window guidelines and photos of the house. Vinyl is the cheaper option and the homeowner has already ordered the vinyl windows. There is

flexibility on material because of the distance of windows from street and sidewalk, the height of windows and topography of the lot and tree cover obstructs clear view of side of house from roadway and sidewalk.

- Barb Fulton, the homeowner, stated that she is agreeable to swap the grille pattern to 2X4 to match the other windows. The windows have been ordered and paid for, but switching the grille pattern is not a problem. The windows will be the same size as the original opening. The original windows are not in good shape and do not open.
- The Commission discussed the guidelines, flexibility with the guidelines, being consistent throughout the district, and the financial burden on the homeowner.
- The homeowner asked the contractor if the windows mattered in the Historic District and the contractor said that it did not. The Commission discussed educating homeowners, contractors, and realtors about the district guidelines.
- Tim Oberbroeckling made a motion to allow the four (4) vinyl windows with the change of the grille pattern to 2X4 because of the location on the 2nd floor and the distance from the street. It is encouraged that no other windows in this house be replaced with vinyl. Bob seconded the motion. The motion passed with Caitlin Hartman opposed and Todd McNall abstained.

Ann Poe and Jennifer Pratt arrived at the meeting at 5:04 p.m.

- The Commission would like to send a letter as well as the guidelines and map of the historic districts to the contractor of this project. The letter should also include that the project should be reviewed by the Commission before purchasing materials.

ii. 1815 Grande Avenue SE – removal of 2nd floor window at rear of house

- Jeff Hintz stated that the Commission can 1) approve the application as submitted, 2) approve with modifications (only if all changes are agreeable to applicant), or 3) disapprove application (to be used if changes are not agreeable). Staff recommends option 1. Jeff Hintz shared the guidelines for walls and photos of the house. The window is at the back of the house with a garage and tree in front of it as well as a sun porch that blocks the view. The window is only visible from the neighbor's back yard and somewhat from the alley. The homeowner plans to do cedar shake siding to fill the opening and painting it the same color as what is on the house currently.
- Todd McNall made a motion to allow the removal of the window since the appropriate material will be used to fill in the opening. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

4. New Business

a) Establishing a Local Historic District Presentation

- Jeff Hintz stated that the necessary steps to establish a local historic district are:
 1. cursory survey to determine potential eligibility – *Citywide Survey, November 2014*
 2. Outreach and buy in from stakeholders and community groups
 - City Council approval for any City and Board/Commission undertaking
 3. Intensive Survey and Research of an area identified as potentially historic to create the following:
 - Identify District Boundaries
 - Site Inventory Forms created
 - Contributing and non-contributing properties are identified

4. Signatures of 51% of property owners within proposed historic district – includes outreach
 5. Review and recommendation by HPC
 6. Review of intensive survey and district boundaries by State Historic Preservation Office
 7. Review and recommendation of proposed district by City Planning Commission
 8. Public hearing and possible introduction of an ordinance by City Council
-
- Jeff Hintz stated that the Commission should keep in mind that it will be difficult to start a new district when the guidelines and Chapter 18 will be looked at for likely changes in the next year. The new homeowners will want to see how the guidelines and rules impact them and it will be difficult to give a definitive answer when there will be changes pending.
 - Amanda McKnight Grafton stated that Chapter 18 should be updated by the time the intensive survey and the other steps are finished, so it should align with the outreach part of it.
 - Jeff Hintz stated that the Preservation Plan is anticipated to be adopted in September 2015 and then updating Chapter 18 and the guidelines will take place after that.
 - Ann Poe asked about having a district at 8th Street – 10th Street from 1st Avenue to 2nd Avenue and how that would work as far as getting signatures to make that happen. Amanda McKnight Grafton stated that having those buildings/areas become local landmarks individually can help create the district. In Bob Yapp's presentation at the showcase he spoke ideas to get the community involved.
 - The Commission discussed boundaries and whether or not to have one district or break them up into multiple districts. Contributing and noncontributing properties and the intensive survey were also discussed.
 - Todd McNall asked if the intensive survey was required. Jeff Hintz stated that it is not required at this time; however, it gives specific information on each property, how each one contributes to the district and the defining features of the property. The intensive survey also helps the City staff and Commission should a homeowner question the guidelines and HPC decisions. Decisions should be based upon the site inventory forms and accepted survey information.
 - Anne Russett stated that the Plan is setting the policy foundation for all that is done moving forward. Once the Plan is adopted moving forward with implementing the initiatives is next. Based on conversations the main priority is updating Chapter 18 and revising the guidelines for historic districts. Those are the priority, but there are also initiatives that relate to resource identification. One is to prioritize the list of areas that were part of the Citywide Survey and recommended for further study and for an intensive survey.
 - Tim Oberbroeckling asked if the B Avenue District could be done quicker since it is already considered a National Historic District. Staff agreed it would be a good idea to start with that area as site inventory forms and the intensive survey work has been completed.
 - The Commission shared their frustrations with waiting to work on Chapter 18 and the guidelines and would like to piecemeal Chapter 18 to focus on partial demolitions and ornamentation first. Staff stated that it would take less time to work on Chapter 18 comprehensively, so breaking it apart would make the entire process last 18 months instead of a year.

- Ann Poe thought that City Council would be supportive of the Commission working on partial demolitions and ornamentation first. Ann Poe would like staff to do research and see what that would take and bring it back to the Commission and to City Council.
- Jennifer Pratt stated that stakeholder outreach needs to be done on each of these subjects and that could last up to three months apiece.
- Kevin Ciabatti stated that it is unclear what the definition of partial demolitions is. Also, with partial demolition it depends on whether the Commission is talking about just within the historic districts or citywide of 50 years or older buildings. If it is citywide there will have to be two separate stakeholder outreach events.
- Todd McNall stated that the Commission had a working definition of a partial demolition previously and it had gotten lost somewhere. Jennifer Pratt stated that it went to Development Committee and it was not recommended to go through to Council.
- Ann Poe stated that she would like to speak to Monica Vernon, the chair of the Development Committee, to find out what the objections were to the definition of partial demolitions. Staff will also look for the minutes and agenda packet to find out what was presented and the outcome.
- The Commission will create a subcommittee to work on a partial demolition definition.

Caitlin Hartman left the meeting at 6:01 p.m.

5. Old Business

a) Knutson Building Update

- Anne Russett stated that the City Council agreed with the HPC's recommendation to move forward with getting a consultant to do a structural assessment of the Knutson Building. Staff developed a task force and they picked five firms that focus on historic preservation. One will be chosen out of the five.
- Jennifer Pratt stated that the City is using HR Green to subcontract with one of the five firms, so staff left it to them to select the contractor. Staff wanted to make sure everyone was comfortable with those five firms.
- Ann Poe shared some ideas about the Knutson Building if a consultant deems it structurally viable.
- Ron Mussman asked about a timeframe for this project. Jennifer Pratt stated that they will meet tomorrow and will hopefully have more information on the timeframe, but she is hopeful that it could be 4-8 weeks.
- Tim Oberbroeckling asked about securing the building. Jennifer Pratt stated that there are people looking at that and it is difficult to do. It could cost up to \$10,000.

b) Demolition Under Review – 121 7th Street SW

- Jeff Hintz stated that he spoke with the owner after the last meeting about placing a hold on it. The owner indicated that some of the pipes burst inside and some of the plumbing has been removed. A full structural analysis was not done due to the plans to demolish it so there may be more damage. The owner said that this is one of the Multifamily New Construction projects and the State is asking for updates on their progress. The owner is worried about losing their grant money if the project does not progress and would appreciate the Commission releasing the hold.
- Amanda McKnight Grafton stated that Mark Stoffer Hunter has tried to get ahold of the owner multiple times to take photo documentation and has not reached him. Bob Grafton

stated that he has tried to get ahold of the owner so that Habitat for Humanity could go into the property and do salvage and has not reached him as well.

- Staff will reach out to the owner to let him know that these things need to be done before the Commission will release the hold.

c) Letter of Agreement – Workshop/Educational Sessions

- Anne Russett stated that staff wanted to discuss the final five workshops that the City needs to conduct by October 2016. The following are the five topics that the Commission unanimously agreed to move forward on:
 - Adaptive re-use of historic properties (e.g. schools, churches)
 - Salvage and re-use of building materials
 - The City's Preservation Program with HPC and the community, GIS, Benefits of historic preservation
 - Historic preservation and sustainability, and
 - Tour focused on home moves.
- Anne Russett stated that staff would like to get moving on this process and are hoping to get two workshops completed by the end of this year. Staff will focus on doing the City's Preservation Program and in that incorporate the educational information that was discussed in this meeting. Staff would like to get some ideas for possible speakers and venues for the Historic Preservation and Sustainability workshop. The following are some ideas that staff thought of:
 - *The Urban Land Institute*: Currently partnering with NPS and focusing on the re-use of historic structures in LA & Chicago
 - *Preservation Green Lab*: Affiliate of the National Trust for Historic Preservation
 - *Winter & Co.*: In addition to planning, sustainability is an area of expertise
 - *Environmental Protection Agency*: Research related to smart growth and preservation
- Anne Russett stated that staff would like to reach out and see about availability and costs. Staff is looking for feedback from the Commission so that staff can start making calls.
- The Commission discussed the budget for these workshops.

Ann Poe left the meeting at 6:21 p.m.

6. MOA/LOA Project Updates

- Anne Russett stated that the booklets for the Sinclair Site and the Linkbelt projects are finished and the Commission members get two copies of each. Staff was given 1200 copies to give out and there are about 200 unaccounted for. Staff is looking for volunteers to help with distribution.

7. Announcements

- The SSMID Board is impressed with Winter and Company being involved with the Preservation Plan and would like to see a copy of it. Anne Russett offered to come to one their meetings. Amanda McKnight Grafton requested this item be added to the agenda under old business.

B.J. Hobart left the meeting at 6:28 p.m.

- Jeff Hintz asked for volunteers at the unveiling of the street signs in the Historic District on July 17, 2015. Todd McNall and Bob Grafton volunteered.

8. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 6:33 p.m. Todd McNall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development

DRAFT



Community Development and Planning Department
City Hall
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

To: Historic Preservation Commission Members
From: Jeff Hintz, Planner II
Subject: COA Request at 1503 Second Avenue SE
Date: July 23, 2015

Applicant Name(s): Lifetime Fence Company Inc.
Owner Name: Hoth Properties LLC
Address: 1503 2nd Avenue SE
Local Historic District: Second and Third Avenue Historic District
Legal Description: BEVER PARK 1ST STR/LB 8 7
Year Built: 1900

Description of Project: Installation of a six (6) foot tall privacy fence made of cedar along the northeast side of the yard; this distance is approximately 32 feet in length. The fence would go from the back corner of the house along the northeast property line to the accessory structure on the property.

Information from Historic Surveys on property: The 1995 Site Inventory Form from the District Nomination survey lists the property as “good.” The defining features are listed as low-pitched hipped roof with hipped attic dormers; narrow clapboard siding with beltcourse between levels; 8/1 double-hung windows in attic dormers and 12/1 double-hungs elsewhere, pairs of windows common on lower level; front door has oval light; front porch has flat roof, takes up front facade (centered) and has brick pedestals with groups of three square columns for supports; porch balustrade has narrow, straight balusters tightly spaced with a matching design for the porch skirting; house is on prominent corner lot with principal orientation towards 2nd Avenue, SE.. The property contributes to the historic district and is individually eligible for the National Register of Historic Places.

Options for the Commission:

1. **Approve** the application as submitted; or
2. **Modify, then Approve** the application – only if applicant agrees to modifications made; or
3. **Disapprove** the application; or
4. **Continue the item to a future, specified meeting date** in order to receive additional information.

Excerpt(s) from *Guidelines for Cedar Rapids Historic Districts* Applicable to Project:

Fences:

Recommended:

- Wooden picket fence
- Opaque privacy fence
- Maximum of 6 feet high in the rear and side yards
- Maximum of 3 feet high in the front yards

Not Recommended:

- Chain link fence
- Metal fence

Analysis: The fence is using materials, a location and a height that is exactly what is being called for within the guidelines for side and rear yard fences. There are no special circumstances or factors staff has identified that would require a deviation from the guidelines or to allow something other than what the guidelines recommend for this particular project.

Staff Recommendation: Approve as submitted.

Attachments: Application from applicant, site plan and materials sample photo.

CEDAR RAPIDS HISTORIC DISTRICT APPLICATION

Department of Development, 3851 River Ridge Dr NE, Cedar Rapids, IA 52402, Phone 319-286-5041, Fax 319-286-5130

<p style="text-align: center;">Owner Information</p> <p>Name <u>James Hoth</u> Address <u>1503 2nd Ave SE</u> City <u>Cedar Rapids IA</u> State <u>Iowa</u> Zip <u>52403</u> Phone <u>319-310-1218</u></p>	<p style="text-align: center;">Applicant Information</p> <p>Name <u>Life Time Fence Co Inc</u> Company _____ Address <u>PO BOX 8144</u> City <u>Cedar Rapids</u> State <u>Iowa</u> Zip <u>52349</u> Home Ph _____ Work Ph. <u>319-394-3232</u></p>
<p>Address of property where work is to be done: <u>1503 2nd Ave SE Cedar Rapids IA 52403</u></p>	
<p>Project type: House <input type="checkbox"/>, Garage <input type="checkbox"/>, Shed <input checked="" type="checkbox"/>, Fence <input type="checkbox"/>, Addition <input type="checkbox"/>, other _____</p>	
<p>Project description <u>go northeast off back corner of house & along northeast property line</u></p>	
<p>Location: Describe where (what part of building, or where on property) work will be done <u>northeast side of yard</u></p>	
<p>Materials: Type and design to be used <u>6' solid wood privacy fence</u></p>	
<p>Estimates required: If you will not be using the same type of materials as already used on the building, then you must obtain two estimates using the existing material(s) and two estimates using the new material(s).</p>	
<p>Plans/illustrations: If major elements such as windows and doors are proposed for replacement, then drawings, photographs, or product literature for the proposed new elements must be submitted with the application. Large projects, such as building additions and new garages, require plans and elevations.</p>	
<p>Samples: Applicant must bring a sample of the material(s) to HPC meeting if a COA is required.</p>	
<p>Applicant's signature <u>[Signature]</u></p>	

For Development Department use only:

Date Received:	Received by:	File No. _____
Redmond Park-Grande Avenue <input type="checkbox"/> Second and Thrd <input type="checkbox"/>	Contributing structure? <input type="checkbox"/> Yes <input type="checkbox"/> No Key structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	CNME issued? <input type="checkbox"/> Yes <input type="checkbox"/> No COA required? <input type="checkbox"/> Yes <input type="checkbox"/> No







Community Development and Planning Department
City Hall
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

To: Historic Preservation Commission Members
From: Jeff Hintz, Planner II
Subject: COA Request at 1717 Third Avenue SE
Date: July 23, 2015

Applicant Name(s): Jeremy & Heidi Gaeta
Owner Name: Jeremy & Heidi Gaeta
Address: 1717 3rd Avenue SE
Local Historic District: Second and Third Avenue Historic District
Legal Description: BEVER PARK 1ST STR/LB 8 7
Year Built: 1921

Description of Project: Installation of a six (6) foot tall privacy fence made of cedar along the northeast side of the yard; this distance is approximately 54 feet in length forming a right angle as indicated on the site plan. The fence would go from the northeast corner of the house to the east property line, then south along the property line. Note, there was previously a fence in this exact location that was removed by previous owners; this proposal is to place the same type of fence in the exact location. Photos on the assessor's site indicate this previous installation.

Information from Historic Surveys on property: The 1995 Site Inventory Form from the District Nomination survey lists the property as "fair." The defining features are listed hipped roof with no dormers; medium width clapboard siding-lower, narrow clapboard-upper & belt course in between; low-pitched gable roof porch centered on front with battered piers on brick piers and a closed balustrade with windows and screen door; 6/6 double-hung windows; sleeping porch wing to south with multi-light windows. The property contributes to the historic district but, is not individually eligible for the National Register of Historic Places.

Options for the Commission:

1. **Approve** the application as submitted; or
2. **Modify, then Approve** the application – only if applicant agrees to modifications made; or
3. **Disapprove** the application; or
4. **Continue the item to a future, specified meeting date** in order to receive additional information.

Excerpt(s) from *Guidelines for Cedar Rapids Historic Districts* Applicable to Project:

Fences:

Recommended:

- Wooden picket fence
- Opaque privacy fence
- Maximum of 6 feet high in the rear and side yards
- Maximum of 3 feet high in the front yards

Not Recommended:

- Chain link fence
- Metal fence

Analysis: The fence is using materials, a location and a height that is exactly what is being called for within the guidelines for side and rear yard fences. The lot certainly has an abnormal configuration in which this fence placement is, technically speaking, located in the front yard (defined as the front property line back 25 feet in) as defined in the zoning ordinance. To legally place this fence, a variance from zoning regulations would need to be approved as a separate legal process from the role of the Historic Preservation Commission. The role of the HPC is to determine if the materials are appropriate and consistent with the guidelines.

Since the fence will be in line with the house and encroach no further than that, the proposal is in harmony with the guidelines for the historic district. There is not an attempt to use the fence to mask the historic elements of the house or block the view of the house from the street; due to the abnormal shape of the lot and the zoning definition of a front yard, this proposal should be treated by the HPC as if the fence were being placed in a side or rear yard. The actual front yard in this case from the wall of the house to the front property line is the intent of the commission's guidelines. In this case, that distance is much less than 25 feet as required by the zoning ordinance. That being said, there is no proposal for a fence in the front of this property as the guidelines are written. There are dozens of fences in the historic district which start at the front wall of the structure and go into the rear and side yards of property, which is exactly what is being done here.

Staff Recommendation: Approve as submitted.

Attachments: Application from applicant, site plan and materials sample photo.

CEDAR RAPIDS HISTORIC DISTRICT APPLICATION

Department of Development, 3851 River Ridge Dr NE, Cedar Rapids, IA 52402, Phone 319-286-5041, Fax 319-286-5130

Owner Information	Applicant Information
Name <u>Jeremy & Heidi Gaeta</u>	Name _____
Address <u>1717 3rd Ave SE</u>	Company _____
City <u>Cedar Rapids, IA</u>	Address _____
State <u>IA</u> Zip <u>52403</u>	City _____
Phone <u>319-361-10343</u>	State _____ Zip _____
	Home Ph _____
	Work Ph. _____
Address of property where work is to be done: <u>1717 3rd Ave SE, Cedar Rapids, IA 52403</u>	
Project type: House <input type="checkbox"/> , Garage <input type="checkbox"/> , Shed <input type="checkbox"/> , Fence <input type="checkbox"/> , Addition <input checked="" type="checkbox"/> , other <u>Fence</u>	
Project description <u>Put up a fence from the front corner of our house (not from the porch), North to our property line between 1717 and 1721 and then East to meet the neighbors property line fence behind us on Blake Blvd. We want to use 6 foot wooden panels and door.</u>	
Location: Describe where (what part of building, or where on property) work will be done <u>See above.</u>	
Materials: Type and design to be used <u>6 foot wooden panels, wooden posts, cement for post base, nails, screws, hinges and a latch.</u>	
Estimates required: If you will not be using the same type of materials as already used on the building, then you must obtain two estimates using the existing material(s) and two estimates using the new material(s). <u>We will need a total of 9, 6'x8' panels at \$36.97 each.</u>	
Plans/Illustrations: If major elements such as windows and doors are proposed for replacement, then drawings, photographs, or product literature for the proposed new elements must be submitted with the application. Large projects, such as building additions and new garages, require plans and elevations.	
Samples: Applicant must bring a sample of the material(s) to HPC meeting if a COA is required.	
Applicant's signature <u>Heidi Gaeta</u>	

For Development Department use only:

Date Received:	Received by:	File No. _____
Redmond Park-Grande Avenue <input type="checkbox"/>	Contributing structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	CNME Issued? <input type="checkbox"/> Yes <input type="checkbox"/> No
Second and Third <input type="checkbox"/>	Key structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	COA required? <input type="checkbox"/> Yes <input type="checkbox"/> No



Community Development and Planning Department
City Hall
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

To: Historic Preservation Commission Members
From: Jeff Hintz, Planner II
Subject: COA Request at 1427 Third Avenue SE
Date: July 23, 2015

Applicant Name(s): Affordable Housing Network

Owner Name: Affordable Housing Network

Address: 1427 3rd Avenue SE

Local Historic District: Second and Third Avenue Historic District

Legal Description: BEVER PARK 1ST NE 35.95' SW 100.95' STR/LB 5 12

Year Built: 1904

Description of Project: Removal of the chimney due to severe structural damage noted by the contractors on the project; this degradation is believed to pose a threat to neighboring properties should the chimney collapse fully. The opening would be closed and roofed to match the existing materials already present on the structure.

Information from Historic Surveys on property: The 1995 Site Inventory Form from the District Nomination survey lists the property as "good." The defining features are listed as front-gable roof with returning cornice and no dormers; narrow clapboard & fish-scale shingle in upper, gable peak; hipped roof bay window on front with pedimented entrance on front (left) and south facades. The property contributes to the historic district and is individually eligible for the National Register of Historic Places.

Options for the Commission:

1. **Approve** the application as submitted; or
2. **Modify, then Approve** the application – only if applicant agrees to modifications made; or
3. **Disapprove** the application; or
4. **Continue the item to a future, specified meeting date** in order to receive additional information.

Excerpt(s) from *Guidelines for Cedar Rapids Historic Districts* Applicable to Project:

Chimneys:

Recommended:

- Replacing any broken, spalled, or missing bricks with the same size and color
- Flue caps of clay, stone, concrete, or black metal
- Repairing a deteriorated chimney with like material
- Replacing a chimney with bricks similar to the original color and size

Not Recommended:

- Replacing a chimney visible from the street with metal piping
- Demolishing a chimney

Analysis: This property was severely detreated in its entirety when Affordable Housing Network acquired the property with the intention of rehabilitation. The restoration had previously been approved by the HPC in 2014 and was progressing, and improving the property. The inside of the house will need to have the chimney removed and will not be visible. The portion of the chimney subject to COA review is what is visible above the roof.

Given the location of the chimney on the rear of the house, a portion of this is somewhat concealed but it is still fairly visible from the actual street. The rooflines on the house do conceal the chimney from those walking on the sidewalk directly in front of the house fairly well. The 1995 site inventory form makes no mention of the chimney as being a defining feature of this house. Some consideration should be given to this point and the fact the chimney is somewhat concealed by the rooflines present on this property the closer one gets to it.

Demolition of a chimney is listed as not recommended within the guidelines. However in this case, there is literally nothing the applicant is left with as a practical choice. At this stage in the renovation given the condition of the chimney and the concern with it collapsing and likely falling as noted by the applicant, total removal is the only real option available. It is also important to note that safety concerns should weigh into any deliberation, and be a factor in the discretion given to the commission by council when applying these guidelines for Cedar Rapids Historic Districts. While it is not ideal to have the chimney removed from a house in the historic districts, a hazardous chimney that remains in place is a much worse alternative.

The chief building inspector and a manager of the Building Services Division were able to look at the photos submitted by the applicant and came to the conclusion that the chimney is a structural hazard and should be removed.

Staff Recommendation: Approve as submitted.

Attachments: Application from applicant. Photos of the degradation will be provided at the meeting.

CEDAR RAPIDS

HISTORIC DISTRICT APPLICATION

Community Development Department, 101 First Street SE, Cedar Rapids, IA 52401, Phone 319-286-5041

<p style="text-align: center;">Owner Information</p> <p>Name <u>Affordable Housing Network, Inc.</u> Address <u>5400 Kirkwood Blvd</u> City <u>Cedar Rapids, IA</u> State <u>IA</u> Zip <u>52401</u> Phone <u>319-784-2018</u></p>	<p style="text-align: center;">Applicant Information</p> <p>Name _____ Company <u>same as</u> Address _____ City <u>owner</u> State _____ Zip _____ Home Ph. _____ Work Ph. _____</p>
<p>Address of Property where work is to be done: <u>1427 3rd Avenue SE,</u></p>	
<p>Project type: House <input checked="" type="checkbox"/>, Garage <input type="checkbox"/>, Shed <input type="checkbox"/>, Fence <input type="checkbox"/>, Addition <input type="checkbox"/>, other _____</p>	
<p>Project description: <u>Remove chimney and roof the area to match existing shingles. Chimney is disrepair and in danger of collapsing</u></p>	
<p>Location: Describe where (what part of building, or where on property) work will be done: <u>roof</u></p>	
<p>Materials: Type and design to be used <u>plywood, Architectural shingles</u></p>	
<p>Estimates required: If you will not be using the same type of materials as already used on the building, then you must obtain two estimates using the existing material(s) and two estimates using the new material(s).</p>	
<p>Samples: Applicant must bring a sample of the material(s) to HPC meeting if a COA is required.</p>	
<p>Applicant's signature: <u>[Signature]</u></p>	

For Community Development Department use only:

Date Received:	Received by:	File No.
Redmond Park-Grande Avenue <input type="checkbox"/>	Contributing structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	CNME Issued? <input type="checkbox"/> Yes <input type="checkbox"/> No
Second and Third <input type="checkbox"/>	Key structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	COA required? <input type="checkbox"/> Yes <input type="checkbox"/> No



Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: July 23, 2015

Property Location: 612 18th Avenue SW

Property Owner/Representative: Children on First INC – Thomas J Shaheen

Owner Number: (319) 560-6096 **Demolition Contact:** All Seasons Construction

Year Built: 1947

Description of Agenda Item: Demolition Application COA Other

Background and Previous HPC Action: The property is slated for demolition to make way for green space and an additional parking area. The owner does own the properties in the vicinity that could utilize the parking. The reason for the demolition is that the structure has been placarded by the Building Services Department. The basement has walls bowing in and the structure takes water; it is not fit for occupancy, nor is it safe to enter at this time. While there are missing windows and the inside is in rough condition, the overall structural safety has been compromised to a degree the applicant is not attempting to repair. The foundation has issues that make entry potentially hazardous; no one has lived in the structure for several months.

Exterior documentation of the property is permissible. Considering the non-eligibility status, photo documentation is optional for this item. A salvage and/or interior documentation is not permissible due to the placard and safety issues currently associated with the structure.

Historic Eligibility Status: Eligible Not Eligible Unknown N/A

Explanation (if necessary):

The 2008 Young’s Hill/Kingston survey does not indicate this property to be historic and deemed the structure not eligible for listing on any state or national register.

The 2014 Cedar Rapids Citywide Historic and Architectural Reconnaissance Survey **does not** indicate this property to be historic, or located within a potentially historic neighborhood recommended for further study.

The State Historic Preservation Office has reviewed and concurred with both of these surveys.

If eligible, which criteria is met:

- Associated with significant historical events (Criteria A)
- Associated with significant lives of person (Criteria B)
- Signifies distinctive architectural character/era (Criteria C)
- Archaeologically significant (Criteria D)

Other Action by City: Yes No N/A

Explanation (if necessary):

Recommendation: Immediate release.

Rationale: No eligibility for listing on National or State Historic Registers. Staff does not find this property to be a good candidate for local landmarking.

Print report.

[Search](#)

Appraisal Summary - GPN: 14321-07023-00000

(143210702300000)

Property Address: 612 18TH AVE SW
Cedar Rapids, IA



[Additional Photos...](#)

Class: RESIDENTIAL **Tax District:** 20112 CR-YOUNGS HILL/KINGSTON

PDF: Res Permit Region 10 **Neighborhood:** SW 404
Plat Map: 2626

Deed Holder: SHAHEEN THOMAS J

Contract Holder: CHILDREN ON FIRST INC

Mailing Address:
1616 6TH ST SW
CEDAR RAPIDS IA 52404



Legal Description: YOUNG'S 3RD LOTS 28 & STR/LB 29 18

Homestead: **Military:**

Click map to see neighbor's summary page.

- [New GIS map](#)
- [View complete GIS map.](#)
- [Estimate Taxes](#)
- [Neighborhood map](#)

If you have recently purchased your home, please [click here to apply for the Residential Homestead Tax Credit.](#)

For dual class parcels (96) the land values are combined. The land values for these parcels will be split on the website at a later date.

LOT INFORMATION

[Scroll down for sketch.](#)

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

SEGMENT #1	Front	Rear	Side 1	Side 2
	80	80	140	140

RESIDENTIAL DWELLING

Occupancy: Single-Family
Style: Salvage
Year Built: 1947
Exterior Material: C Blk
Above-Grade Living Area: 832 SF
Number Rooms: 5 above, 0 below
Number Bedrooms: 3 above, 0 below
Basement Area Type: Full
Basement Finished Area: 0 SF
Number of Baths: 1 Full Bath
Central Air: No
Heat: FHA - Gas

Number of Fireplaces: None
Garage: None
Porches and Decks: 1S Frame Enclosed (32 SF)
Yard Extras: Paving - Concrete

NOTES:

PRE RVAL:Land: COMBINED 4-95 (P# 39057000). Infnc1:EXCESS FRTG(75).
 PRE RVAL: CRACKS IN BLK JOINTS. INT=FEW CHANGES.
 03/09/2004-SHINGLES SHOWING WEAR. REPLACED WINDOW & DRWL 2004.
 1-2011 6YR CYCLE - NO CHANGES; INFO PER OWNER - 11/4/2010 CLP
 1-2011 REMOVED VALUE FROM 2 SHEDS - 2/3/2011 CLP
 1/1/2012 ADD CONCRETE PAVING USED IN CONJUNCTION WITH BULICECK'S-12/6/2011-SP
 1/2013-CONC PAV NORMAL-SP
 1/1/2014 ADJUST PAVING ASSESSES FOR BAR TO 6100 SF-11/21/2013-SP
 1-2015 CHANGE DWLG VALUE TO SALVAGE. PLACARDED BY BLDG DEPT, OWNER PLANNING ON TEARING DOWN.
 1/16/15 JKB
 1-2015 UPDATED MANUAL LEVEL AND DEPRECIATION SCHEDULE BASED ON MARKET CONDITIONS.

For dual class parcels (96) the land values are combined. The land values for these parcels will be split on the website at a later date.

2015 ASSESSMENT

Land \$20,400
 Dwelling \$10,900
 Improvements \$0
Total \$31,300

SALES

Date	Type	Volume/Page	\$ Amount
2/23/2011	Contract	7965/578	\$0
2/23/2011	Contract	7889/214	\$218,000
	Deed	2041/105	\$0

2014 ASSESSMENT

Land \$20,400
 Dwelling \$59,949
 Improvements \$0
Total \$80,349

PERMITS

Date	Description
4/13/2004	WINDOWS

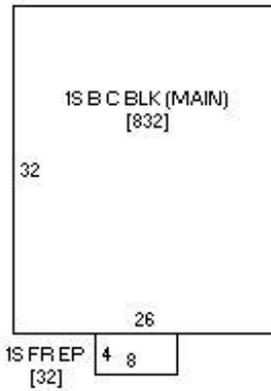
2013 ASSESSMENT

Land \$20,400
 Dwelling \$61,005
 Improvements \$0
Total \$81,405

2012 ASSESSMENT

Land \$20,400
 Dwelling \$66,760
 Improvements \$0
Total \$87,160

Sketch



[Tax History](#) [Pay Taxes](#)

Disclaimer: The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed. The maps and data provided by this web site, represent data from the Cedar Rapids City Assessor's Office, as used for assessment purposes. No warranty, expressed or implied, is provided for the data herein or its use.

Property photos or data incorrect? [Click Here](#)



Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: July 23, 2015

Property Location: 7708 6th Street SW

Property Owner/Representative: Greg Swartzendruber – Hunter Companies 366-8800 x16

Owner Number: **Demolition Contact:** DW Zinser

Year Built: 1950

Description of Agenda Item: Demolition Application COA Other

Background and Previous HPC Action: The property is slated for demolition to make way for a semi-truck sales and service operation on this parcel. The City Planning Commission has approved a site plan and subdivision for this development to occur. The City’s Comprehensive Plan is calling for Industrial land uses in this general area, as such the property will be utilized in this manner when the approved development is constructed.

Exterior and interior documentation of the property is permissible. Materials salvage is permissible and Hunter Companies indicated they would be reach out to Mark Hunter on the HPC for photo opportunities and Jeff Capps with Habitat for Humanity to arrange a look at the property for any salvage or documentation deemed necessary.

Historic Eligibility Status: Eligible Not Eligible Unknown N/A

Explanation (if necessary):

This area of the community has not been intensively evaluated for historic significance. However, staff research **does not indicate** the site to be associated with **historical events** or associated with the **lives of significant person(s)**. Additionally, the site is **not identified as archeologically** significant. From a casual observation, there are no distinctive characteristic on this property that are distinctive to an era, nor is the work an example that signifies work done by a craftsman.

If eligible, which criteria is met:

- Associated with significant historical events (Criteria A)
- Associated with significant lives of person (Criteria B)
- Signifies distinctive architectural character/era (Criteria C)
- Archaeologically significant (Criteria D)

Other Action by City: Yes No N/A

Explanation (if necessary):

Recommendation: Documentation and release.

Rationale: Fewer and fewer farmhouses remain within the city limits so a documentation would be a good reminder for future generations. More importantly, numerous houses of this style from the 1950’s are present elsewhere in established neighborhoods in the community, the only difference being this has a significant acreage associated with the structure. The Future Land Use Map (FLUM) does indicate this property should be used for Industrial, which is in line with the approved site plan and development approved by the City Planning Commission.

Print report.

[Search](#)

Appraisal Summary - GPN: 19201-01001-00000

(192010100100000)

Property Address: 7708 6TH ST SW
Cedar Rapids, IA



[Additional Photos...](#)

Class: AG DWELLING

Tax District: COLLEGE SCH/SW UR TIF

30303 CR
AG-
SCH/SW
UR TIF

PDF: Agricultural
Plat Map: 3426

Neighborhood: SW 418

Deed Holder: BARTA LOUIS L & MARGARET ELLEN

REV TRUST %

Mailing Address: DIANE L. SIEGLE

517 1ST ST NE
MT VERNON IA
52314-0000



Legal Description: NE NE EX RDS STR/LB 20 82 7

Homestead: 1 **Military:**

If you have recently purchased your home, please [click here to apply for the Residential Homestead Tax Credit](#).

For dual class parcels (96) the land values are combined. The land values for these parcels will be split on the website at a later date.

Click map to see neighbor's summary page.

- [New GIS map](#)
- [View complete GIS map.](#)
- [Estimate Taxes](#)
- [Neighborhood map](#)

LOT INFORMATION

[Scroll down for sketch.](#)

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

SEGMENT #1: 33.71 Acres; 1468407.6 SF

SEGMENT #2: 3.31 Acres; 144183.6 SF

RESIDENTIAL DWELLING

Occupancy: Single-Family

Style: 1 Story Frame

Year Built: 1950

Exterior Material: Alum

Above-Grade Living Area: 1,270 SF

Number Rooms: 5 above, 1 below

Number Bedrooms: 3 above, 0 below

Basement Area Type: Full

Basement Finished Area: 770 SF
Number of Baths: 1 Full Bath; 1 Shower Stall Bath; 1 Sink
Central Air: Yes
Heat: FHA - Gas
Number of Fireplaces: None
Garage: 528 SF - Att Frame (Built 1950)
Porches and Decks: Stoop/Deck w/ Railing (60 SF); 1S Frame Enclosed (100 SF)
Yard Extras: None

AG BUILDINGS

Poultry House: 66F x 16F (Built 1920)
 Swine Finish and Farrow (Old Style): 60F x 30F (Built 1950)
 Barn - Flat: 40F x 32F (Built 1920)
 Lean-To: 40F x 20F (Built 1920)
 Steel Utility Building: 70F x 38F (Built 1970)

NOTES:

PRE RVAL:Land: ANNEXED 4-97. DIV 4-ST 4-2004 11/26/03 DIV FOR STREET ROW , CHANGE LAND VALUE, WITH 11% DECREASE DP

PRE RVAL:PRIOR COUNTY PARCEL #029-51636000.

07/15/2004-BSMT-CARPET, CONC, TILE CLG, EXTRA KITCHEN. WELL KEPT COSMETICS, ABOVE NORMAL INTERIOR & EXTERIOR. 1960'S AC, KITCHEN 1977, SIDING 1980±, FURNACE 1991, WINDOWS 1996.

IBR 3/14/2005-NO CHANGE.

1-2005 - +8% IDR EQUALIZATION ORDER

2007 BOARD OF REVIEW PETITION #48 NO CHANGE

1-2007 +15% IDR EQUALIZATION ORDER

1-2009 REVALUED AG BLDS 3/26/2009 DLM

1-2010 REMOVED 12 X 12 SHED 10/26/2009 DLM

1-2012 - 6YR CYCLE - NO CHANGE; ESTIMATED, LDH. 11/15/2011 AGE NO CHANGES PER MAILER 3/20/2012 AE

1-2015 UPDATED MANUAL LEVEL AND DEPRECIATION SCHEDULE BASED ON MARKET CONDITIONS.

For dual class parcels (96) the land values are combined. The land values for these parcels will be split on the website at a later date.

2015 ASSESSMENT

Land \$109,400
 Dwelling \$118,000
 Improvements \$4,500
Total \$231,900

SALES

Date	Type	Volume/Page	\$ Amount
1/10/2002	Deed	4578/511	\$0

PERMITS

Date	Description
10/29/2009	WORK ORDER
3/27/2009	WORK ORDER
8/31/1998	WORK ORDER

2014 ASSESSMENT

Land \$95,192
 Dwelling \$112,502
 Improvements \$4,773
Total \$212,467

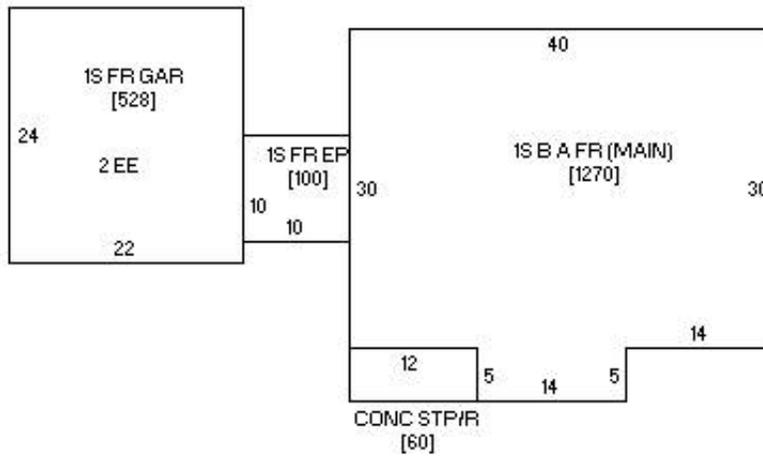
2013 ASSESSMENT

Land	\$95,192
Dwelling	\$112,502
Improvements	\$4,773
Total	\$212,467

2012 ASSESSMENT

Land	\$64,857
Dwelling	\$112,502
Improvements	\$4,228
Total	\$181,587

Sketch



24 LF 1S SIM STN

[Additional Sketches ...](#)

[Tax History](#) [Pay Taxes](#)

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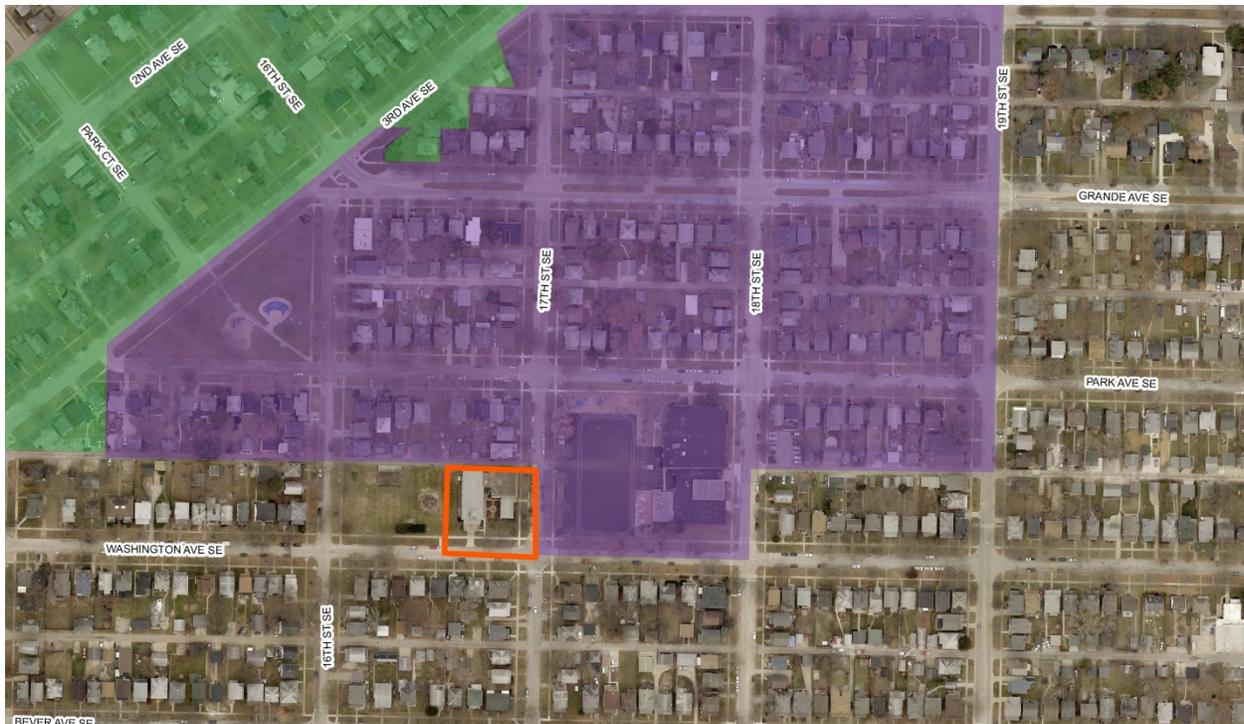
Property photos or data incorrect? [Click Here](#)

To: Historic Preservation Commission Members
From: Jeff Hintz, Planner II
Subject: Invitation to comment on communications antenna – 361 17th Street SE
Date: July 23, 2015

Background: On July 7, 2015, the Historic Preservation Commission received invitation to comment on potential impacts to historic properties or cultural resources for a proposed communications antenna. Review is requested pursuant to Section 106 of the Historic Preservation Act. The proposal is to locate an antenna within the First Congregational United Church of Christ building, within the bell tower; this property is located at 361 17th Street SE. This is not an actual application to place the antenna facility within the bell tower, that submittal could possibly come next if the project moves forward. This invitation to comment on the proposal is a step prior to a formal submittal for a permit to construct the antenna.

Historic Preservation Commission (HPC) Role: If the HPC would like to formally comment on the impact on the proposed project to historical properties or cultural resources in the area, the consulting firm is now inviting those comments. Staff will handle the consultant notification if the HPC chooses to comment on the project.

Area Map (below): The **orange box** highlights the church property where the bell tower is located; the **purple color** is the southern boundary of the Redmond Park-Grande Avenue Place Historic District and the **green color** indicates the Second and Third Avenue Historic District Boundary. Please note this facility is proposed to be located within the existing bell tower.



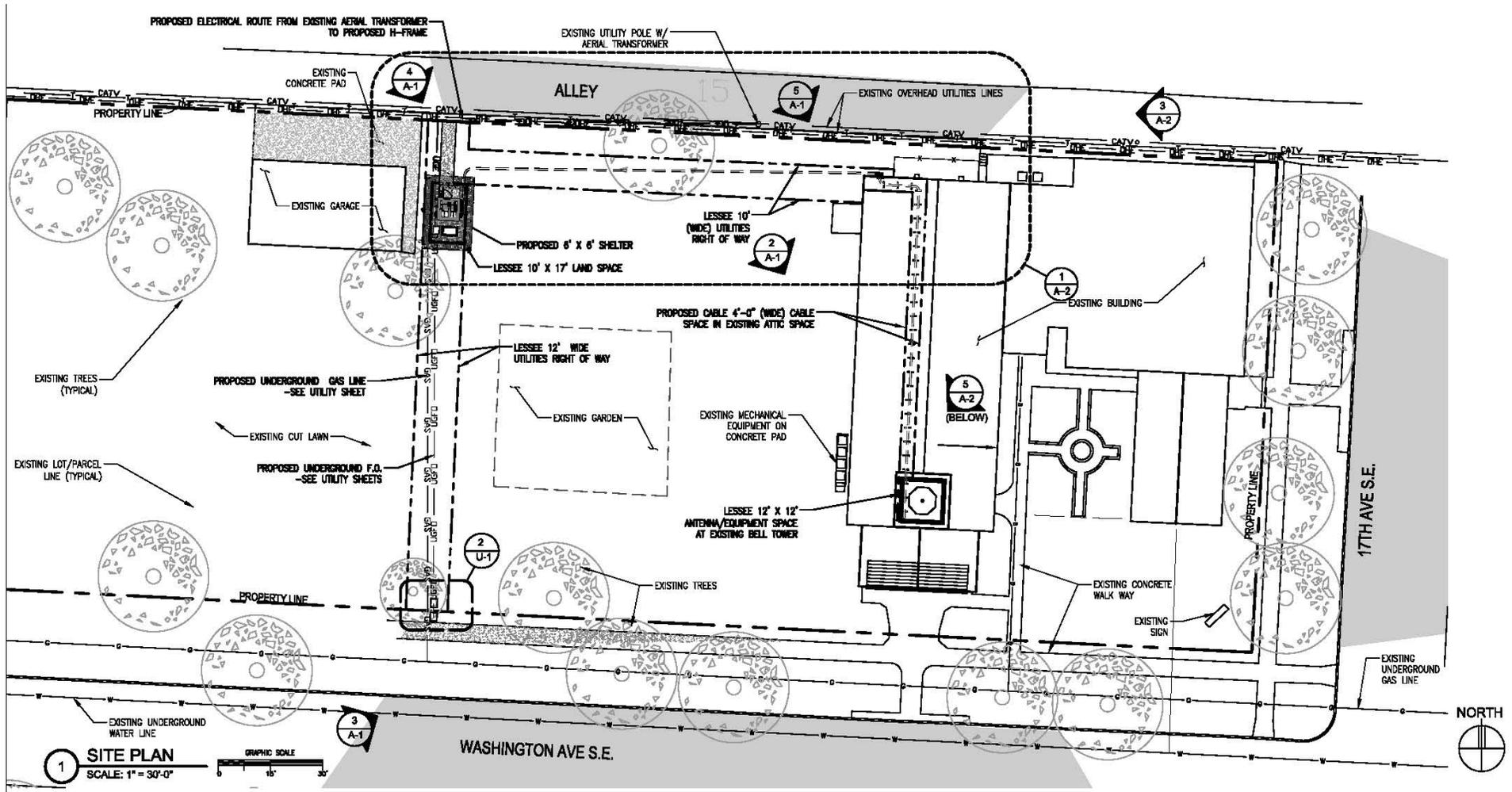
Staff Comments: While not within the boundary of a local historic district, this property is across the street and alley from the boundaries of the Redmond Park – Grande Avenue Place Historic district and adjacent to several properties which have been surveyed as potentially eligible or eligible for listing to the south; at this time, several properties in this vicinity are not yet listed in any local, state, or national historic register. That being said, the proposal is to completely conceal the antenna within the bell tower of the church; this would make the antenna completely invisible and would not lead to any actual exterior changes to the structure itself.

Note that this review is not the formal application to install the communications antenna. This review is for the consulting firm to receive comments and proposed antenna's impact on historical properties and cultural resources. Given the full concealment of the antenna and the design of the support facility, the impact to historic properties from the antenna in the bell tower is non-existent. The support facility will be placed on the lot like an accessory shed or garage and be very small in nature at 36 square feet; at this size it is much smaller than a garage and many sheds placed on residential properties throughout the community and in the historic districts themselves. The impact of the support facility due to the size and proposed landscaping is extremely minimal. The *existing garage* to the west of the proposed equipment shelter, as a contrast to this support facility, is not directly screened by landscaping and is much larger in size.

The proposed equipment shelter will be located at the very rear of the lot and would be 6 feet by 6 feet at a height of approximately 10 feet and be secured with a wrought iron fence and will be surrounded by landscaping. There is currently a garage accessory building that will also obscure the view of the facility. Given the quality of the fencing materials and the proposed landscaping plan, the installation of the support facility will appear to be like that of a tiny garden shed.

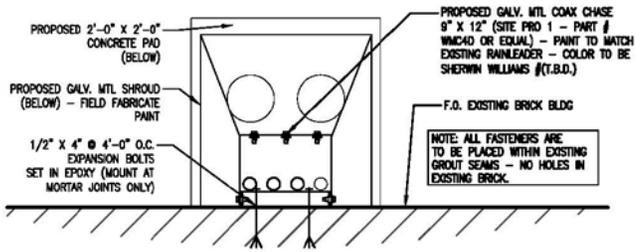
Staff Recommendation: Comment and remind the applicant of the existing historic districts with a map of their boundaries and provide commentary that several properties in close proximity are considered eligible or potentially eligible for listing. This will indicate to the applicant the importance of a completely concealed antenna installation and quality support facilities. In doing so, this will highlight the historic sensitivity of the surrounding area and serve as a reminder that quality design is of the utmost importance in the core of the community and adjacent to many historic resources.

Attachments: Site plan, elevation views of the church and construction details.



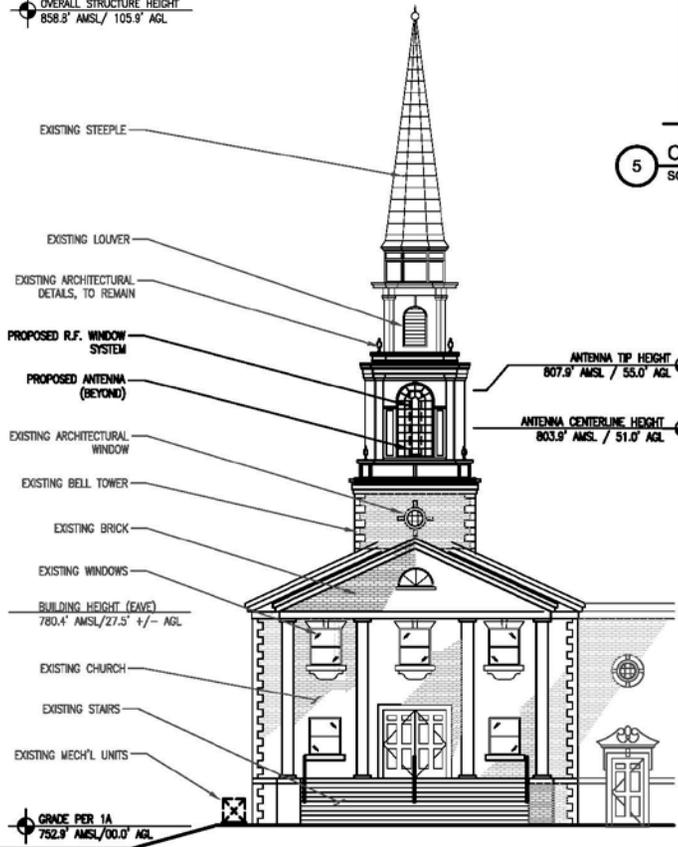
1 SITE PLAN
 SCALE: 1" = 30'-0"



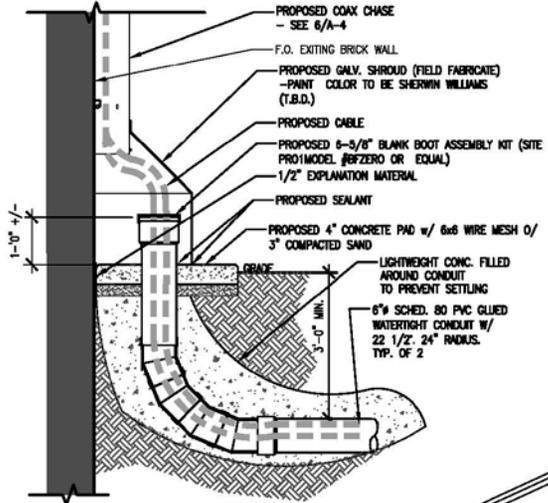


4 CABLE COVER DETAIL
SCALE: 3/4" = 1'-0"

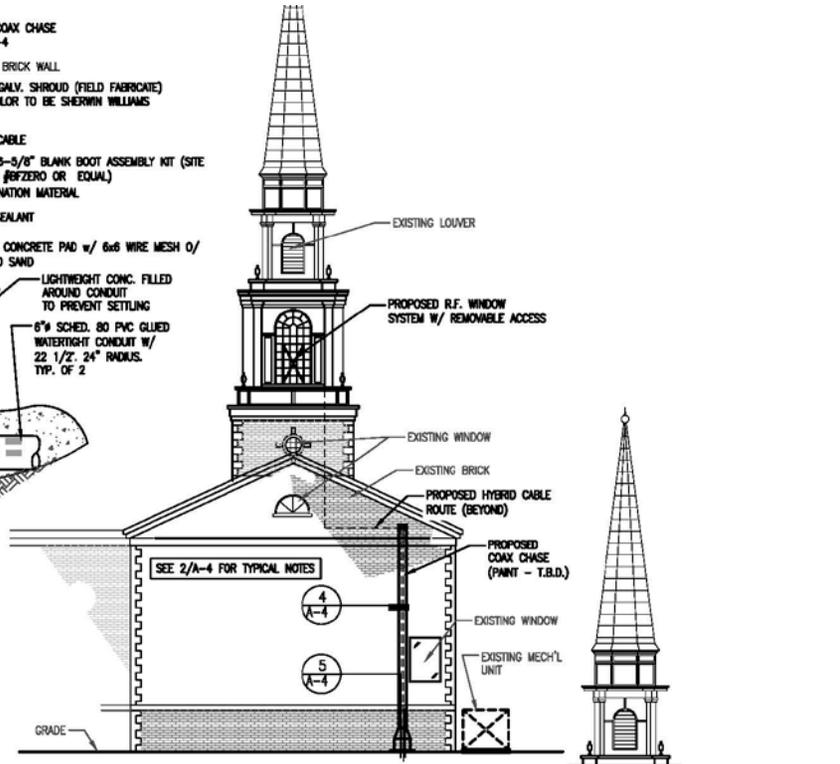
OVERALL STRUCTURE HEIGHT
858.3' AMSL / 105.9' AGL



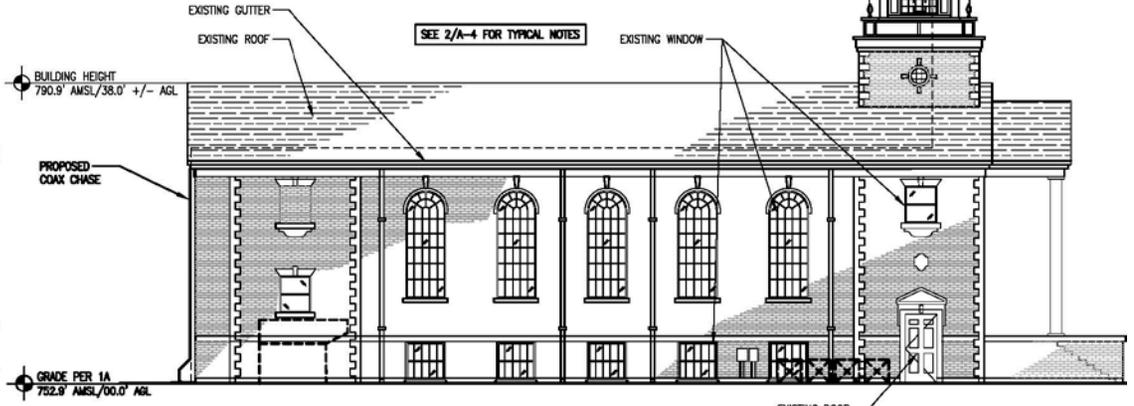
2 SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



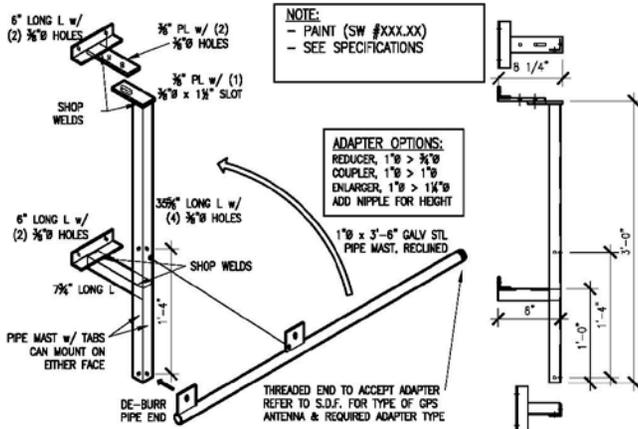
5 CABLE COVER DETAIL
SCALE: 3/8" = 1'-0"



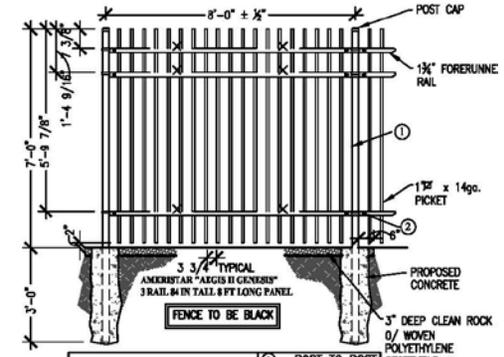
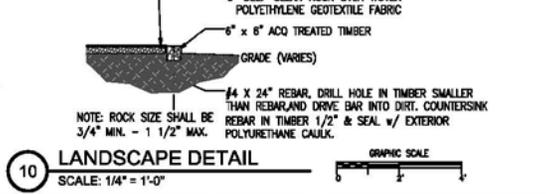
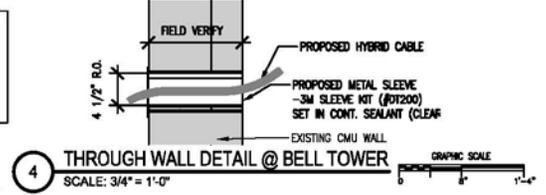
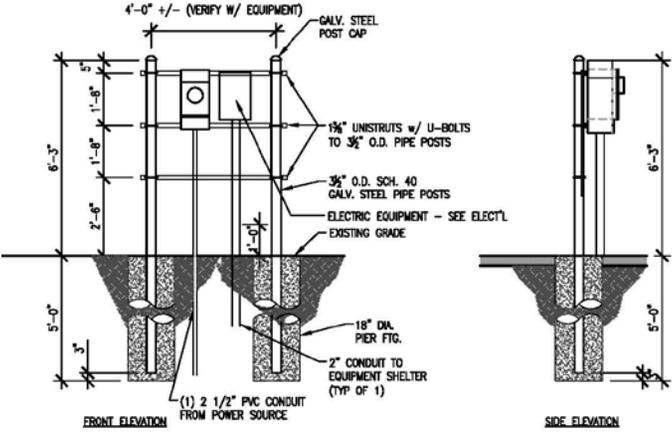
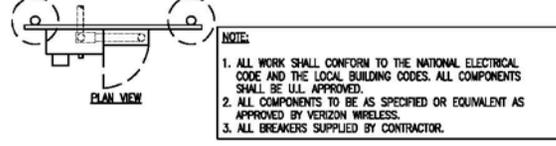
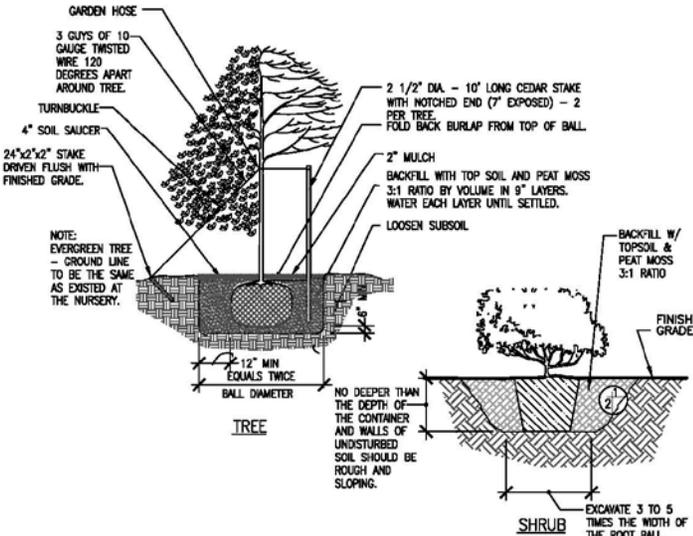
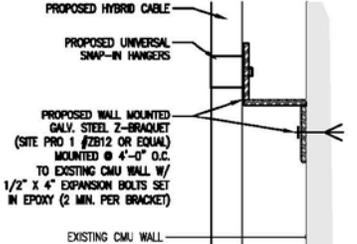
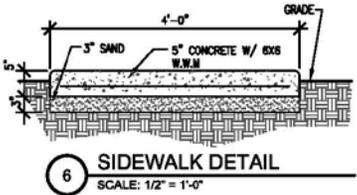
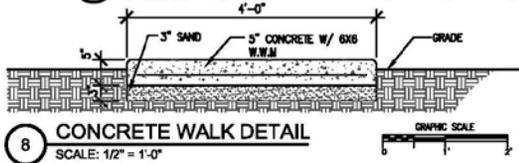
3 PARTIAL NORTH ELEVATION
SCALE: 1/8" = 1'-0"



1 WEST ELEVATION (EAST SIM.)
SCALE: 1/16" = 1'-0"



7 GPS MOUNTING DETAIL
SCALE: 3/4" = 1'-0"



① PANEL BRACKET OPTIONS	② POST TO POST 8" NOMINAL
BK302 UNIVERSAL BOLLIVARD BRACKET	(AS SHOWN) *96" ± 1/2" 2 1/2"
BK303 UNIVERSAL BOLLIVARD BRACKET	*96" ± 1/2" 3"
BK301 FLAT MOUNT BRACKET	*96" ± 1/2" 2 1/2"
BK300 SWIVEL BRACKET	*96" ± 1/2" 3"



Community Development and Planning Department
City Hall
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

To: Historic Preservation Commission Members
From: Anne Russett, Planner III
Subject: Chapter 18 – Historic Preservation of the Municipal Code
Date: July 23, 2015

Background: The Draft Historic Preservation Plan includes an initiative to update Chapter 18 Historic Preservation of the municipal code to ensure usability and consistency with preservation goals and policies. The initiative outlines specific items to explore as part of this update, such as the demolition review process, enforcement mechanisms, and opportunities to streamline permitting. This initiative was identified as a key initiative by members of the public who attended the April 29, 2015 Historic Preservation Plan open house.

At the July 9, 2015 meeting, the Commission requested an alternative approach to updating Chapter 18, as opposed to the comprehensive approach outlined in the Draft Historic Preservation Plan. Specifically, the Commission identified two issues of immediate concern: ornamentation and partial demolitions.

Issues for Consideration: Due to the importance of ornamentation and partial demolitions, the City staff understands the Commission’s request to focus initially on these two issues. However, the staff would like to highlight some tradeoffs with this approach for the Commission’s consideration. The alternative approach is less efficient than a comprehensive update and will likely result in an increase in the amount of time and money dedicated to this project. In addition, it will require more effort and time on the part of stakeholders and may create “planning fatigue”. Specifically, conducting individual processes related to ornamentation and partial demolitions, which are subsequently followed by additional significant revisions to Chapter 18, may cause confusion and frustration with stakeholders. Lastly, the comprehensive update to Chapter 18 could potentially be delayed. That is, other policy areas identified for exploration as part of the comprehensive update to Chapter 18, such as enforcement, will be put on hold.

Previous Efforts: In September 2013, the following definition for partial demolitions was presented to the City Council Development Committee:

Partial Demolition (for structures determined to be fifty (50) years old or older):

1. *Removal of more than twenty-five (25) percent of an exterior wall(s) facing a public street(s) or fifty (50) percent of all exterior walls; or*
2. *Enclosure or alteration of more than fifty (50) percent of the exterior walls so that they no longer function as exterior walls; or*
3. *Removal of a roof, or rebuilding of the roof to a different pitch; or*
4. *A proposed alteration, which in combination with other alterations of the building authorized within the preceding five (5) years will represent a change defined in subsections (1), (2), or (3).*

Based on the minutes from this meeting, the Development Committee expressed a concern that many structures are 50 years old or older and the proposed definition would prevent property

owners from fixing up their property. Considering this feedback, an analysis of potential impacts to property owners will be an important part of any proposed amendments related to partial demolitions. Furthermore, coordination with multiple stakeholders, including Building Services Department is necessary to ensure a reasonable and implementable definition that works to ensure the preservation of the City's historic resources.

Next Steps: If the Commission desires to move forward with these specific policy issues, the staff will focus on ornamentation and partial demolitions once the Historic Preservation Plan is adopted (anticipated September 2015). Specifically, the staff will conduct research on other local jurisdiction's policies and regulations and outline an approach to stakeholder outreach, which the staff will present to the Commission. Stakeholder outreach will include both internal (e.g. City of Cedar Rapids Building Services) and external (e.g. representatives of SaveCR, property owners) stakeholders. In addition, some technical analysis will likely be needed to identify how many permits and/or properties any proposed changes would impact the Building Services staff. This will be particularly important to ensure any policy changes related to partial demolitions are implementable.