
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, November 12, 2015

in the

Training Room, City Hall

101 First Street SE, Cedar Rapids, Iowa

AMENDED 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. 1730 2nd Avenue SE – rear addition

- b) Demolition Applications (10 minutes)
 - i. 820 Wilson Avenue SW - *Private property*

- c) Knutson Building (25 minutes)

~~4. New Business~~

- ~~a) Overview of the Vacant and Neglected Building Ordinance and Building Services Enforcement Activities (25 minutes)~~

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

6. Announcements

7. Adjournment

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, October 22, 2015 @ 4:30 p.m.
Training Room, City Hall, 101 First Street SE

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

Members Absent: Sam Bergus
Mark Stoffer Hunter
Caitlin Hartman

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

Call Meeting to Order

- Amanda McKnight Grafton called the meeting to order at 4:31 p.m.
- Eight (8) Commissioners were present with three (3) absent.

1. Public Comment

- No public comment

2. Approve Meeting Minutes

- Barb Westercamp made a motion to approve the minutes from October 8, 2015. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Item 3a ii was considered next to accommodate guests.

3. Action Items

a) Certificates of Appropriateness

ii. 1730 2nd Avenue SE – Alterations to Rear Wall on Second Floor

- Jeff Hintz stated that this project is to replace two double hung windows with transom windows to accommodate a bathroom remodel; transom windows used at rear of house will match the same style and design of other transoms. The project also includes the removal of the rear balcony door and to fill the opening with a double hung window and wall beneath. Openings would be filled in using wood and wood shake material to match

the surrounding walls. The Commission has the following options: 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 because the proposal is what is recommended within the guidelines for walls and exteriors. Jeff Hintz shared the guidelines for walls and exteriors as well as pictures of the property.

- Greg Ramstead, the applicant, stated that the balcony door will become a window and that window will come from the west side of the house. The new wall area beneath this window will utilize the same materials on adjacent walls and match the surrounding walls once the work is completed. Karen Ramstead stated that they are adding a bathroom and the window will be removed because that is where the bathtub will be. In this area where the window is removed, a transom window will be installed. The surrounding walls will be matched to that of the existing materials and color to fill in any gaps.
- Todd McNall made a motion to approve the Certificate of Appropriateness for alterations to the rear wall on the second floor of 1730 2nd Avenue SE. Tom Oberbroeckling seconded the motion. The motion passed unanimously.

i. 209 Park Court SE – Window Replacement and Porch Repair

- Jeff Hintz stated that the project is to repair the porch with wood elements where repairs are necessary; the porch will remain enclosed. The project is also to replace all the windows on the structure (with the exception of the decorative Queen Anne style windows); the front windows would be wood and the side and rear windows are proposed to be vinyl. Staff recommends voting separately on the two items. The Commission has the following options: 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 for the porch because the proposal is recommended within the guidelines for repair with wood elements. Jeff Hintz shared the guidelines for porches and other entrances as well as photos of the porch.
- Bart Woods, the applicant, stated that there looks like there could be structural issues with the porch and the steps are in bad shape. The porch will be maintained as is for now, but the damaged panels will be replaced.
- Barb Westercamp made a motion to approve the Certificate of Appropriateness for the porch repair at 209 Park Court SE. Todd McNall seconded the motion. The motion passed unanimously.
- Jeff Hintz shared the guidelines for windows as well as photos of all sides of the house. Jeff Hintz asked Mr. Woods to confirm that the decorative window in the front of the house would remain. Mr. Woods stated that it would stay as well as the decorative window on the side of the house.
- Jeff Hintz stated that staff recommends option 1 as the proposal is in harmony with the guidelines and is consistent with past approvals by the Commission. The basis for recommendation is the proximity of other structures, the consistency with past approvals by the HPC, using wood product on the street facing side of the house, and this is a positive change for the property that would remedy the existing housing code violations.
- Todd McNall made a motion to approve the Certificate of Appropriateness for window replacements (wood on the front and vinyl on the back and sides) at 209 Park Court SE. Bob Grafton seconded the motion. The motion passed unanimously.

b) Approval of Historic Landmark Plaque Template

- Jeff Hintz stated that the City of Cedar Rapids currently does not have an approved template for a local landmark plaque. Based on a visual preference survey taken by the Commission, staff reached out to sign companies and the sign the Commission picked was able to be produced. Jeff Hintz shared the standard design elements and a rendering of what the plaque will look like. National and local companies are able to produce this plaque with a cost range of \$250-\$625.
- B.J. Hobart asked who pays for the plaque and what is the incentive for people to use this plaque? Jeff Hintz stated that the owner of the property would pay for the plaque and we cannot control whether or not they decide to use this template. Amanda McKnight Grafton stated that this template is to help provide an initial design guideline to help make something standard.
- B.J. Hobart asked how the Commission would reach someone to give them this information. Jennifer Pratt stated that the applicant would have to come to the Commission to get approval for the landmark and that is when the Commission can recommend the plaque template. Jennifer Pratt asked if funds were available, is this something that the Commission would agree to dedicate funds to. That is something that would need to be decided should there be funding in the future.
- B.J. Hobart asked if there was an estimate to how many of these applications the Commission would get in a year. Jeff Hintz stated that three have come in and one is currently under review.
- Tim Oberbroeckling stated that the plaque needs to have the ability to attach to a pole in case it cannot be attached to the structure.
- Bob Grafton suggested getting an actual sample of the sign so that you can see what the material is like.
- B.J. Hobart suggested negotiating a deal with Sign Pro to get a lower price.
- Tim Oberbroeckling suggested checking with people who do gravestones because that material could be cheaper.
- B.J. Hobart made a motion to approve the Historic Landmark Plaque Template as presented. Todd McNall seconded the motion. The motion passed unanimously.

c) Approval of 2016 Work Plan

- Anne Russett stated that this was presented at the October 8, 2015 meeting and staff received feedback on what the Commission would like to see for the 2016 Work Plan. Staff is asking for approval of the draft after reviewing the changes. Anne Russett shared what was removed, replaced, modified, and added to make up the 2016 Work Plan. If approved by the Commission, the draft will go to the November 18, 2015 Development Committee meeting and to City Council in December for approval.
- Tim Oberbroeckling made a motion to approve the draft City of Cedar Rapids Historic Preservation Commission 2016 Work Plan. Todd McNall seconded the motion. The motion passed unanimously.

Amanda McKnight Grafton left the meeting at 5:11 p.m.

4. Old Business

a) Knutson Building Update

- Anne Russett stated that the consultant is working on the report and staff hopes to have it in a couple of weeks.

5. MOA/LOA Project Updates

- There were no updates.

6. Announcements

- Jeff Hintz stated that he is looking for a volunteer to discuss options for replacing attic windows for a homeowner in the Historic District. Bob Grafton volunteered.
- Ron Mussman asked if any of the candidates for City Council have spoken about historic preservation. Tim Oberbroeckling asked a question about historic preservation at the debate and you can see the responses on a YouTube video.
- Bob Grafton stated that at 1425 5th Avenue SE (Frankie House) the stone mason hired will use 21 tons of limestone to mimic what the home originally looked like.

7. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 5:20 p.m. Tim Oberbroeckling 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 1730 Second Avenue SE
Date: November 12, 2015

Applicant Name(s): Karen Ramstead
Property Owner(s): Karen and Gregory Ramstead
Property Address: 1730 Second Avenue SE
Local Historic District: Second and Third Avenue Historic District
Legal Description: SAMPSON HEIGHTS SW 55' STR/LB 14 2
Year Built: 1910

Description of Project:

Replacement of mudroom on the rear of the structure, adding five feet as indicated on the photo in the attachments section of the report. This reconstruction and subsequent addition will utilize wood shake material on the walls to match the existing wall of the structure, wood flooring, and the non-original window on the mudroom will be replaced with a salvage French style window. The existing flat metal roof and railing on the roof will be replaced with asphalt shingles and the roof style will match that of the bay window in the living room as shown on the second photo in the attachments section of this report.

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 hipped roof with projecting 2-story gabled bay on south side; gable attic dormer has a broken pediment edge, pilasters and a single 8/1 sash; narrow clapboard cladding on main house with square-cut shingles on upper level of 2-story bay and dormer; 12/1 double-hung windows on upper level and cottage windows on lower level; 1/1 windows set in canted wall in lower level of 2-story bay; front porch has flat roof, modillions, dentils, paneled columns and a closed balustrade. 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 suggested; 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:

Pages 6-9 of the [Guidelines for Cedar Rapids Historic Districts](#) provide some guidance for evaluating the proposal. One important thing to note is this proposal is for the rear side of the structure and has significantly less impact on the streetscape than the front of the building.

Additions:

Additions

Additions should reflect the historic nature of a building's style, shape, roof, height and building mass. Additions on the side of a building are discouraged, while additions at the rear of a building should not extend beyond the width of the building.

Recommended:

- Wood siding
- Wood windows
- Open porches
- Similar roofing material

Not Recommended:

- Metal siding
- Sheet siding
- Paneled siding
- Disproportionate roof pitch
- Disproportionate building mass
- Vinyl or metal windows
- Enclosed porches

Analysis: The rear side of the structure is the least key side of the dwelling unit. The applicant has indicated this flat metal roof leaks and has rotted the wood shakes and flooring beneath it. Note that during the October 22 meeting, the Commission did approve the removal of the porch door above the mudroom as part of an interior renovation project to add a bathroom. The balcony will very shortly have no access to it and the railing and flat roof structure will not be necessary.

The applicant is proposing an addition that will not extend past the width of the building; the five foot addition to this mudroom is towards an interior wall, not be visible from the street. The reconstruction of the existing footprint is necessary due to the deterioration of the wood from the leaking metal roof. The reconstruction will occur in the same footprint, and the entire project will utilize materials that are consistent and congruent with that of the existing structure. The removal of a non-original window and addition of a salvage French style window is something which falls within recommended in the guidelines.

Removing the flat roof and adding a roof pitch and style to match that of the bay window on the house will help this construction best match the existing flow of the home. Given the presence of the accessory structure off the alleyway, this mudroom will generally be visible only to people travelling south down the alley for a few seconds at best. The asphalt singles are consistent with the house and accessory building; the asphalt is a similar roofing material which is recommended within the guidelines.

This project conforms to what is recommended within the guidelines and will offer no intrusion to the original structure itself. The placement at the rear and not extending past the width on the house will ensure the look of the house from the street remains as it has for decades.

Recommendation: Approve as submitted.

Attachments: Application from applicant.

CEDAR RAPIDS

HISTORIC DISTRICT APPLICATION

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

Owner Information	Applicant Information
Name <u>GREG & KAREN RAMSTEAD</u>	Name _____
Address <u>1730 2ND AVE SE</u>	Company _____
City <u>CR.</u>	Address _____
State <u>IA</u> Zip <u>52403</u>	City <u>SAME</u>
Phone <u>319 651-0322</u>	State _____ Zip _____
	Home Ph. _____
	Work Ph. _____

Address of Property where work is to be done:

1730 2ND AVE SE

Project type: House , Garage , Shed , Fence , Addition , other EXTEND 5' IN LENGTH

Project description: EXPAND REAR MUDROOM: METAL ROOF CURRENTLY LEAKS, WOOD SHAKES & PORCH FLOOR ARE ROTTED. FOOTINGS NOT ADEQUATE, WINDOWS ARE NOT ORIGINAL, SIMILAR SO MUCH REPAIR IS NEEDED GOOD TIME TO UPGRADE.

Location: Describe where (what part of building, or where on property) work will be done: REAR OF HOUSE FACING CARRIAGE HOUSE

Materials: Type and design to be used WOOD FLOORING, WOOD SHAKES, REPLACE UNORIGINAL WINDOWS WITH SALVAGE FRENCH WINDOWS, REPLACE METAL ROOF & RAILING WITH ASPHALT SHINGLES - ROOF STYLE SAME AS BUMP OUT OVER BAY WINDOW IN

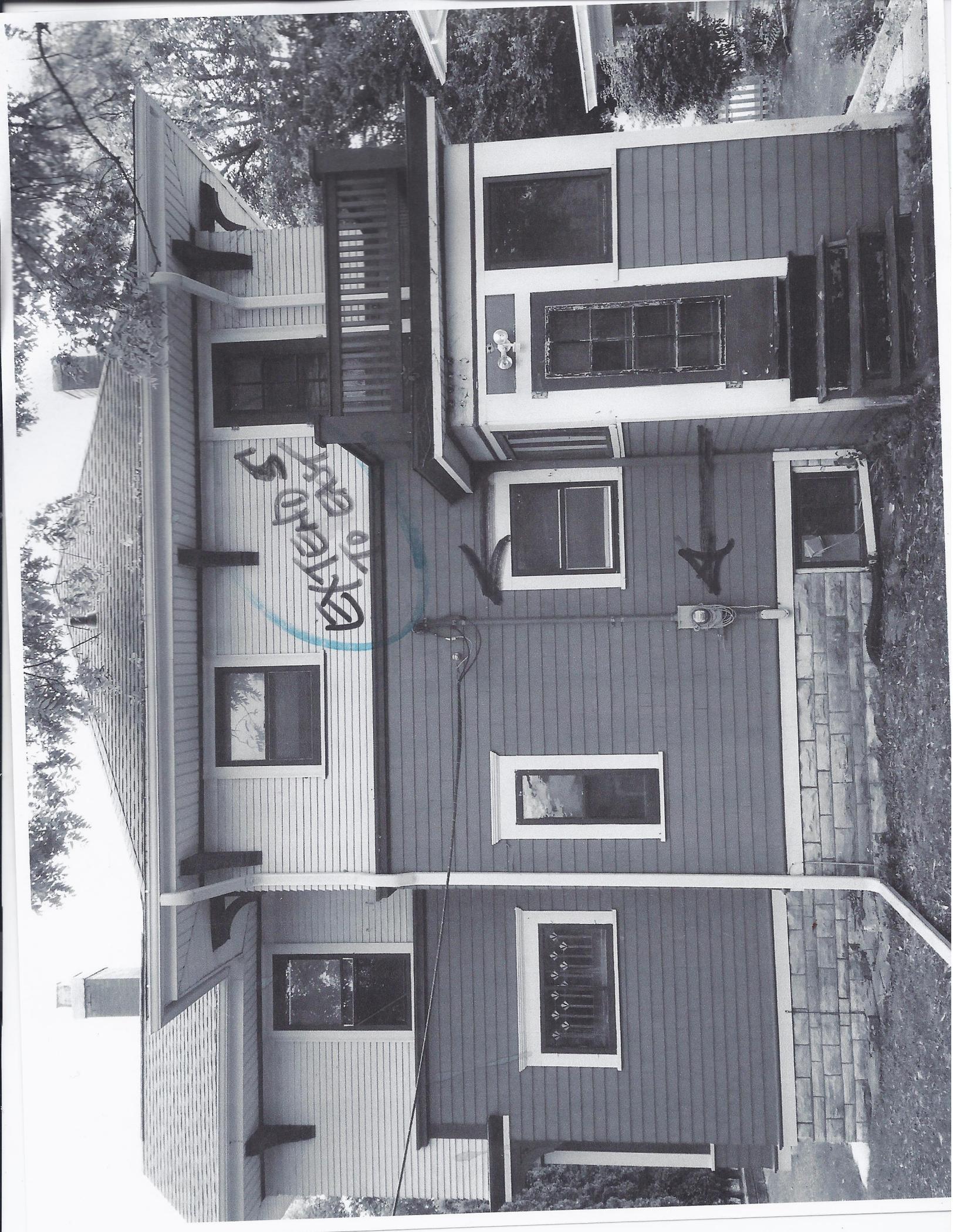
Estimates required: If you will not be using the same type of materials as already used on the building, then you must obtain two estimates using the existing material(s) and two estimates using the new material(s). (PHOTO ATT.)

Samples: Applicant must bring a sample of the material(s) to HPC meeting if a COA is required.

Applicant's signature: Karen Ramstead

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

Living Room
Room
Att.)







Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: November 12, 2015

Property Location: 820 Wilson Avenue SW

Property Owner/Representative: Joseph and Rebecca Holmes

Owner Number(s): 319-366-6839 **Demolition Contact:** Kenway Excavating 319-366-3667

Year Built: 1920

Description of Agenda Item: Demolition Application COA Other

Background and Previous HPC Action: The property owner to the east purchased this lot and the future plans are to utilize the area as greenspace to increase the size of their lot; currently their lot is 40x127 feet and the new lot will be 80x127 feet. The existing residence at 817 22nd Avenue SW would remain.

The property owner has indicated photo documentation is permissible. The owner has already salvaged materials from the building at 820 Wilson Avenue SW. In 2004 the structure was noted as being used for storage, and at this time utilities serving the site have been disconnected and abandoned in preparation for demolition of the structure.

City Assessor Information on the parcel:

<http://cedarrapids.iowaassessors.com/parcel.php?gid=452250>

Historic Eligibility Status: Eligible Not Eligible Unknown N/A

Explanation (if necessary):

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 2008 Young's Hill /Kingston Neighborhood Intensive Survey identified this property as **Not Eligible** for the National Register of Historic Places.

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: The pitch of the roofline is not common on modern construction, but this roofline is present elsewhere in the community; this structure is a poor candidate for Local Landmarking.



Community Development Department
City Hall
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5349

To: Historic Preservation Commission
From: Jennifer Pratt, Community Development
Subject: Knutson Building
Date: November 12, 2015

Background

On May 28, 2015, the Historic Preservation Commission reviewed three options for the property at 525 Valor Way SW, commonly known as the Knutson Building. At that meeting, the Commission requested a structural assessment and cost estimates for stabilization to better evaluate the options.

On June 9, 2015, the City Council approved a resolution authorizing the City Manager and designated staff to seek a historical structural assessment and cost estimates for the stabilization and renovation of the building at 525 Valor Way SW to facilitate a recommendation from the Commission. Since June 9, the City secured RDG and Shuck-Britson to develop the report [Attachment 1] requested by the Commission.

At the Commission's meeting on November 12, the staff is requesting the Commission to make a recommendation to the City Council on how to proceed with the Knutson Building.

Summary of Report

The key findings of the report are as follows:

Stabilization and Mothballing

- The Knutson Building is currently in a dilapidated state, with significant moisture damage.
- Stabilization and mothballing of the building until renovation occurs is possible.
- Roof collapse will allow an additional and significant amount of water into the building.
- No structural concerns were observed on the exterior masonry walls.
- Opinion on the costs for mothballing the building total \$167,448, plus the seasonal expense of \$16,200. The largest costs are associated with mold remediation and roof replacement.

Review of KHB Redevelopment Group, LLC Proposal

- The KHB proposal seemed optimistic, considering the deteriorated condition of the building. Likely renovation costs would range between \$145 - \$320 per square feet, as opposed to the \$120 per square feet proposed by KHB.
- Comparison of likely renovation costs of the 15,000 square foot Knutson building:
 - KHB estimate: \$120 x 15,000 s.f. = \$1,800,000
 - Low range of comparisons: \$145 x 15,000 s.f. = \$2,175,000
 - High range of comparisons: \$320 x 15,000 s.f. = \$4,800,000

Potential Options for the Knutson Building

The staff has identified the following options for the Commission’s consideration:

1. **City-funded Stabilization for Future Private Renovation** – Stabilize the building before winter and dispose of the building to a private developer for renovation, using one of the following approaches:
 - a. Dispose of the building to KHB Redevelopment Group, LLC, based on their original proposal:
 - i. Upfront grant of at least \$1,125,000, based on initial \$750,000 gap, possibly more based on the findings of the report.
 - ii. Sell the property for \$1.
 - iii. Provide a 10 year, 100% property tax reimbursement on improved value.
 - iv. City constructs flood control (levee/permanent floodwall adjacent to the site) in sequence with City Council approved Flood Control System, at an additional cost of \$100,000 to route around the building.
 - b. Conduct a new Request for Proposal process.

2. **City-funded Stabilization for Future City-funded Renovation** – Stabilize the building before winter and commit to using City funds to renovate the building with space to support the operational needs of the McGrath Amphitheater.
 - a. Cost to stabilize and mothball the building total approximately \$167,448 plus the total seasonal expense of \$16,200.
 - b. Costs associated with City-funded renovation are estimated between \$2,175,000 and \$4,800,000, based on comparable historic renovations.
 - c. City constructs flood control (levee/permanent floodwall adjacent to the site) in sequence with City Council approved Flood Control System, at an additional cost of \$100,000 to route around the building.

3. **Demolition & Construction of New Facility** – City removes the building and constructs a new facility which includes space to support the operational needs of the McGrath Amphitheater.
 - a. Demolition, estimated to be \$400,000, qualifies for State Flood Mitigation Program Grant funds, as it is within the footprint of the proposed levee.
 - b. Construction of new building to support the operational needs of the McGrath Amphitheater is projected at \$1,750,000.
 - i. Estimated cost based on 10,000 s.f. at \$175 per s.f.
 - ii. Mixed-use private/public development could help off-set City project costs.

Table 1. Summary of Options and Associated Costs

Option	Minimum Investment in Redevelopment	Costs of Stabilization	Increased Cost of Flood Control	Total City Investment	Provide Amphitheater Support Space?
1-Private Renovation	\$1,125,000	\$167,500	\$100,000	\$1,392,500	No
2-Public Renovation	\$2,175,000	\$167,500	\$100,000	\$2,442,500	Yes
3-Demo & New Construction	\$1,750,000	\$0	\$0	\$1,750,00	Yes

Historic Preservation Plan Guidance

The City Council adopted the City's first Historic Preservation Plan in September. The Plan is the guiding policy document for preservation. The following goals and policies are applicable when considering the next steps for the Knutson Building:

Goal 1: A sustainable community supported by preservation efforts.

Historic preservation is an important component to a comprehensive sustainability program. Preservation of historic resources promotes economic, environmental, cultural, and social sustainability. More specifically, investment in the city's historic resources ensures the ongoing maintenance and enhancement of social, cultural, and historic community assets.

Policy 7.4: Provide tools and funding to address preservation emergencies.

The Plan encourages providing tools and funding to protect historic properties that are threatened by neglect or damaged by natural disasters.

Goal 9: Public appreciation of Cedar Rapid's diverse history and its historic resources.

Education is a key component of the City's preservation program. Education helps to build awareness of the city's heritage. The Knutson Building represents an opportunity to expand awareness of Cedar Rapids' history and historic properties.

The Knutson Building was built ca. 1900 and is one of the oldest commercial buildings on the west side of the river. Based on data collected as part of the development of the Plan, only around 12% of the city's building stock was built between 1840 and 1910. Due to the low number of these properties that remain they are unique and warrant attention. Furthermore, while the costs associated with losing a historic resource are hard to quantify, there are costs associated with the permanent loss of a historic resource through demolition.

General guidance received by the City Council on September 22 from Winter and Company, the consultant assisting with the Historic Preservation Plan, was the City should prioritize those buildings of historic significance and identify those that should be preserved. The survey process allows for the identification of buildings of historic significance; however, that does not mean that all must be preserved. Therefore, prioritizing buildings is important. Furthermore, the gap analysis shown in Table 1 provides valuable information on the level of anticipated financial need.

Next Steps

The staff will share these options, as well as the Commission's recommendation, with the City Council at their meeting on Tuesday, November 17, 2015.

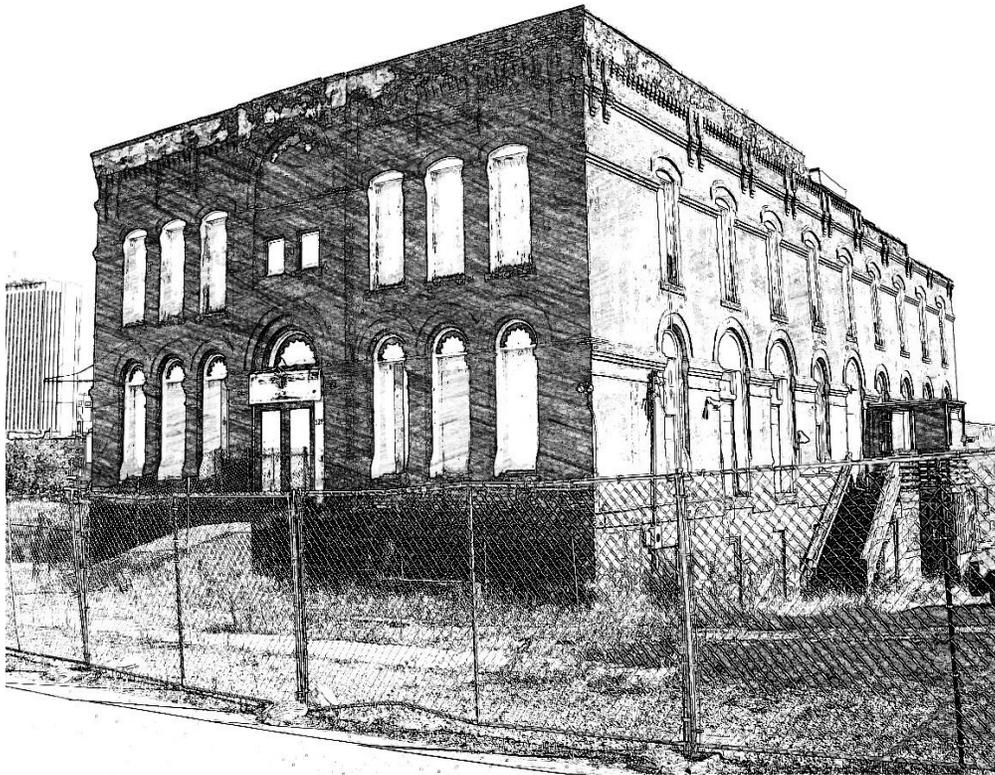
Attachments

1. Existing Conditions Survey Report; November, 6, 2015

Existing Conditions Survey Report

Knutson Building

525 Valor Way SW (H Street SW)
Cedar Rapids, Iowa



Report Date:
RDG Project Number:

November 6, 2015
2015.481.00

Create. Meaning. Together.



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Executive Summary

The “Knutson Building” is currently in a dilapidated state, with significant moisture damage.

Approaches to “mothballing” the building deal with stabilization during the next 10 to 15 years until rehabilitation of the building is possible.

- No structural concerns were observed on the exterior masonry walls.
- Recent roof collapse will allow an additional and significant amount of water into the building. This collapse was generally located in the bay at the rear of the building, and not readily apparent by looking at the building from ground level. This roof will need to be buttoned up this fall, before winter. This will involve removal of failed roof structure, and the installation of new temporary roof structure capable of withstanding snow loads while shedding water off of the roof.
- Existing roof damage precluded observations from the top of the roof. Based on seeing the collapsed roof, by believing that the remaining roof is in similar condition, removal of existing roof systems and repair and replacement of deteriorated roof deck is recommended. Then, the installation of a membrane type roofing over the entire roof must be completed, a size of approximately 100'x50'.
- The parapet walls along the length of the building had been significantly shortened towards the back of the building. Water infiltration at the parapet cap many years ago likely deteriorated the parapet, resulting in the removal of that top of the wall by previous building owners. This parapet may not need to be reconstructed in order to make repairs to the roof, however, the cap should be covered with cap flashing to prevent further deterioration.
- The installation of steel jack post columns and wood or steel beams to supplement the existing interior column system is recommended.
- General recommendations will include boarding up all remaining exterior window openings to prevent animals and water infiltration; also providing screened louvered vents at many of the window openings on opposite walls to allow cross ventilation to help dry the building out.
- It would be desirable to clear out debris and non-historic non-original (haunted house) walls. This would help with drying the building out as well as getting a better understanding by potential developers.
- Recommendations include retention of character defining features, including original iron columns, wood windows, exterior brick masonry, etc.

The on-site assessment was conducted on September 28, 2015 by Scotney Fenton, AIA, of RDG Planning & Design, and Tim Monson, S.E., of Shuck Britson, Inc., both located in Des Moines. Gerry Kneeland and Richard Ward, of HR Green, Inc., and city staff also accompanied the team.

History

The “Knutson Building” was reportedly built in 1887 as a condensed milk factory. The adjacent neighborhood, located in the former “Kingston” area, was filled with factories and mills connected by railroad lines and spurs. (See Figure 1.) The factory and building was closed in 1892, and reopened around 1899 to support the neighboring woodworking factory. Near this time small additions were built onto the building and by 1916 the factory closed. (See Figure 2.) The building sat vacant until about 1929, where it was briefly used as a clothing factory until 1931. It was then used as a warehouse starting in the 1930’s and by the 1950’s some of the additions had been removed. By 1970 the building was being used as a warehouse for a sheet metal company. It later became a salvage yard for Knutson Metal Company. The building suffered some damage during the flood of 2008. The City took possession of the building in 2013.

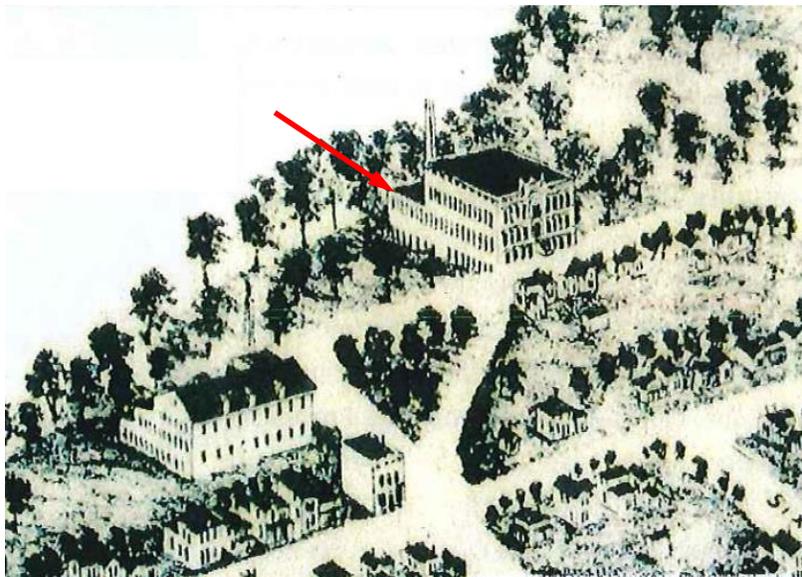


Figure 1 – Building in 1889.

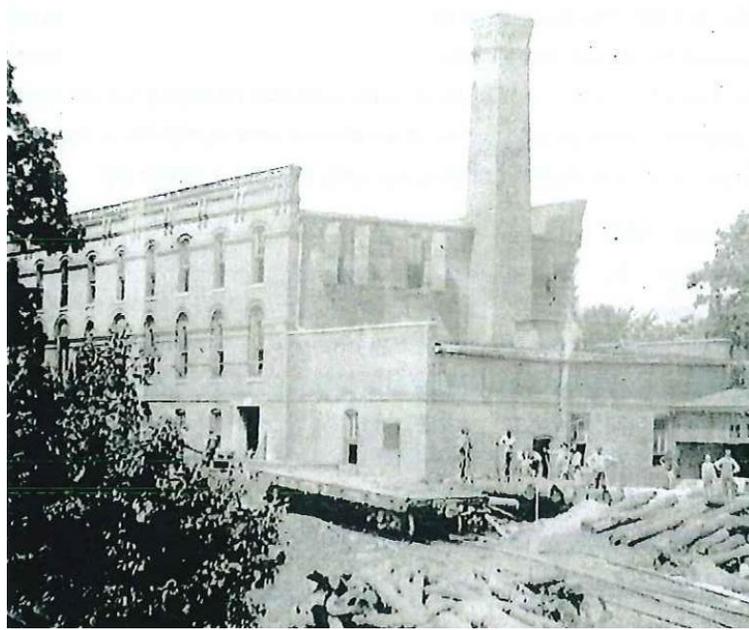


Figure 2 – Rear face of the building around 1910.

In 2014, the city solicited proposals to redevelop the building and property, with the acknowledgement that planned floodwalls would likely encroach upon the building to the point where the remaining rear portion may need to be partially demolished.

Condition Assessment - Architectural

The building is approximately 100' x 50' in plan, consisting of 3 stories. Exterior walls are load bearing brick masonry approximately 12" thick, or 3 wythes. The interior is divided into spaces 3 bays by 6 bays with columns separating the bays.

Exterior: Roof

The roof structure generally spans between the walls and interior trusses supported by interior columns. The structure is comprised of dimensional wood lumber. The roof slopes from the front of the building to the rear allowing rain run off to the rear of the building.

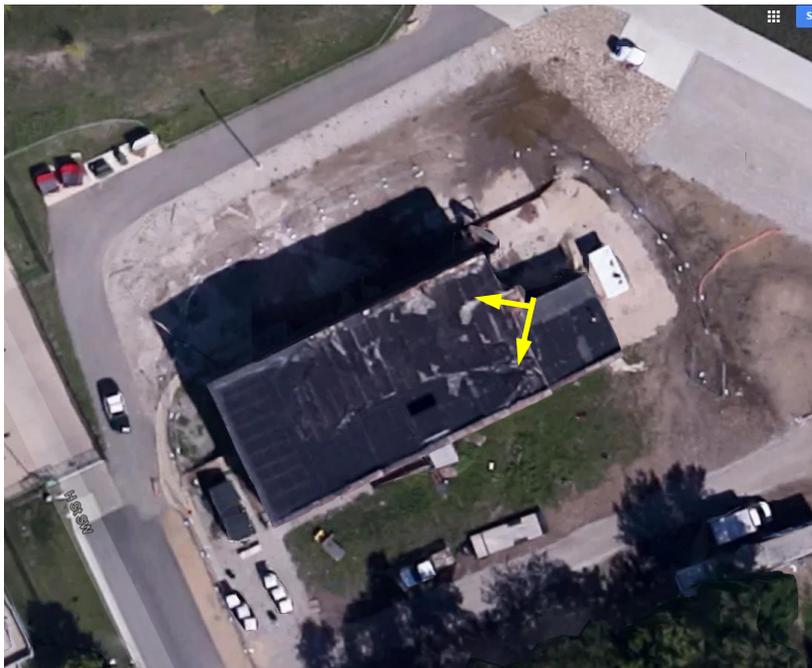


Figure 3 – Aerial view of Knutson Building roof. The arrows point to an area of the roof that collapsed after this view was taken. Google Maps © 2015.

Observations from the 2nd floor made apparent a roof collapse of the rear bay of the building, reportedly collapsed this summer. (Figure 3.) The team declined any opportunity to go up on top of the roof to make observations based on this state of collapse. (Figure 4.)

Several layers of built up roofing were evident from the roofing at 3rd floor.



Figure 4 – Interior view of collapsed roof at the 3rd floor.

Historic photos indicate a parapet wall of a consistent height at the front and sides of the building. The rear of the building did not have a parapet and allowed for rain run-off. The parapets at the sides were likely as high as 5 or 6 feet tall. Water infiltration over the years probably facilitated mortar deterioration and the wall was likely dismantled down to its current elevations. (Figure 5.)



Figure 5 – Exterior view showing stepped parapet along the side wall.

Charred wood roof structural members were observed adjacent to the freight elevator. It is not known when the fire may have occurred. (Figure 6.)



Figure 6 – Interior view of ceiling at the freight elevator at 3rd floor.

Exterior: Walls

The exterior walls are generally load bearing masonry walls. No evidence of structural concerns were evident. (Figure 7.)

Vegetation growing in the wall structure was observed along the back wall.



Figure 7 – Exterior view of the front entrance and side elevation.

Interior: Windows and Doors

Doors and window were missing and boarded up in most locations. A few windows, likely dating the time of construction, remain.

Interior: Finishes

Significant water damage was observed throughout the building. The building was not tested for the presence of mold, but mold was quite obvious throughout the building. Standing water of 1” or less was observed on the basement floor slab.

Debris was common throughout the 2nd floor. Much of this debris was also water damaged. (Figure 8.) The 1st floor had recently been used as a “haunted house” and much of this construction remains.

Significant character defining features were difficult to locate within the building. Steel or iron columns remain throughout the 1st floor, these should be retained. (Figure 9.)

Wood and plaster finishes have suffered significant water damage. Stabilizing the building will help prevent further damage. Future rehabilitation efforts would need to repair or replace the finishes.



Figure 8 – Example of debris inside at the 3rd floor.



Figure 9 – Example of iron column and wood ceiling beam at the 2nd floor.

Condition Assessment - Structure

Report Summary

The existing building is a 3-story wood framed structure; wood roof joists and wood floor joists are supported by two interior rows of wood beams and iron columns, and exterior load bearing brick masonry walls (3-wythes).

Roof framing was observed from the second floor. A significant portion of the rear bay roof had collapsed, reportedly this past summer. Significant water damage was observed around the collapse as well as other areas throughout the roof.

Both structural floors had significant water damage from moisture intrusion from the roof. Excessive deflection was observed in both the wood joists and floor beams. Much of the wood framing had softened from the excessive moisture. Existing iron columns appear to be in good condition.

The lower level consists of a concrete slab-on-grade. Although the concrete slab appeared to be in good condition, much of the moisture intrusion was ponding at this level.

The exterior brick masonry walls were generally in good condition. The parapets along the north and south walls have deteriorated over the years. Major portions of the parapet have either failed or are failing. The canopy along the north side of the building has sustained damage from the falling parapets. Metal deck is damaged (or missing) and structural steel is bent.

Recommendations for Mothballing

General

Mothballing can be an effective method of securing a building until further repairs can be made toward its rehabilitation and redevelopment.

Key steps to mothballing historic buildings:

- Document architectural and historical significance of the building.
- Prepare a conditions assessment report.
- Structurally stabilize the building.
- Control pests and vegetation.
- Protect the exterior from moisture.
- Physically secure the building from vandalism.
- Provide adequate ventilation for the interior.
- Secure or modify utilities and mechanical systems.
- Develop and implement a maintenance and monitoring plan for protection.

Any temporary work or repairs should not adversely affect historic components that can later be reasonably salvaged or repaired. All temporary work or repairs should be easily reversible. The historic character defining features should be identified before work begins, so that these may be kept intact as much as possible.

Most of the mothballing methods and costs presented in this report deal with an unknown fate for the building during the next 10 to 15 years, and are therefore temporary. If eventual rehabilitation was more certain, then more could be invested up-front towards that goal. An example of this alternate approach would be the full repair of the parapet walls and parapet caps, and full repair of the roof, with new roofing, decking and roof insulation.

The “Knutson Building” is currently in a dilapidated state, with significant moisture damage. Immediate stabilization is needed before even more and irreversible damage is done.

Approach to mothball the Knutson Building:

1. Make repairs to the collapsed roof. Clear away collapsed structure. Install new roof structure in line with the adjacent roof.
2. Provide new sub-roofing and new roofing membrane over all of the roof. This is intended to be temporary until full rehabilitation is feasible.
3. Provide parapet cap flashing to prevent further deterioration of the parapet walls.

4. Close off chimney flues and other openings.
5. Provide additional steel jack post columns and beams to shore up the existing floor and roof structures.
6. Remove all plant growth on the building or adjacent to the foundation.
7. Board up all windows and doors to mitigate animal infiltration and vandalism. These should be installed so that they are secure yet do not damage the adjacent brick or historic window or door frame, if present.
8. Provide cross ventilation throughout the building by providing louvered and screened openings at most or all of the former window locations. The areas of the louvered opens may be up to 5% to 10% of the floor area. Floor areas of 5000 SF would require 250 SF to 500 SF of louvers. For example, the 2nd floor of the Knutson building would average one 3'x3' louver in each of the 27 windows, to obtain 250 SF of louver area. Consider 1 to 2 air changes per hour in the in the winter and 2 to 4 air changes per hour in the summer. Interior doors should be kept open or ajar. Natural ventilation may be supplemented with mechanical ventilation, such as fans. Additional monitoring throughout the year can help to determine a good balance.
9. Remove debris and non-original construction (from the haunted house) from inside the building. Do not discard historic materials including former window sashes, trim, doors, etc., but instead label and continue to store these items within the building.
10. Construct chain link fence around the property to mitigate vandalism. The property is next door to the Cedar Rapids Police station.
11. Interior heat may be considered during the winter, to heat the building to 45° F. This would require electrical service to the building and maintenance of the heating equipment. This heat, coupled with mechanical air movement, would help avoid condensation in the winter.
12. A periodic maintenance checklist should be developed to include cyclical inspections of the interior and exterior of the building. This will help validate the moisture mitigation. Funding should be budgeted for this to occur as appropriate.

Further commentary can be obtained using National Park Service Preservation Brief 31, "Mothballing Historic Buildings," 1993.

Recommendations for Handicapped Accessibility

General

The extent of handicapped accessibility will depend on the rehabilitated use of the structure. Any use will require extensive work and also require the provision of accessible entrances, routes, and interior amenities.

A building is considered Historic Building if it is listed on or considered eligible for the National Register of Historic Places. The Knutson building currently considered eligible (as per the Architectural Reconnaissance Survey for Kingston in Cedar Rapids, 2009.)

At the time of the report, Cedar Rapids used the 2012 International Building Code. The 2015 International Building Code, however, will be adopted in January of 2016. Accessibility requirements are defined in the 2012 International Building Code, Chapter 11. Existing Structure requirements are defined in Chapter 34.

Accessibility is also governed by the Americans with Disabilities Act Accessibility Guidelines, as revised 2010 Standards for Accessible Design.

General concepts to enhance handicapped accessibility include the concept of Universal Design to serve building users with different needs without discrimination. These include:

- Designated parking areas in the parking lots.
- Accessible routes along public ways via sidewalks and ramps, from public transportation stops and parking lots.
- Accessible entrances into the building. These should be placed at the general public entrance and not apart from them.
- Accessible routes inside the building to each of the floors of the building. This will require the use of an elevator serving all of the floors.
- Accessible interior features including toilet rooms, drinking fountains, signage and alarms.

Opinion of Probable Construction Cost

Note that the costs for associated with mothballing the building are not associated with any proposals to rehabilitate the building.

Cost Summary for Mothballing of Knutson Building:

Description	Quantity	Unit	Cost	Total
Make repairs to collapsed roof.	278	SF	\$55	\$15,290
Replace roof with membrane roofing and sheathing	5000	SF	\$6	\$30,000
Make repairs to brick masonry at parapet and cap	250	LF	\$25	\$6,250
Close off chimney flues and other openings	10	EA	\$100	\$1,000
Provide additional steel jack posts and beams throughout	12	EA	\$800	\$9,600
Remove plant growth	1	EA	\$750	\$750
Board up windows and doors	75	EA	\$150	\$11,250
Provide cross ventilation with screened louvers	60	EA	\$200	\$12,000
Remove debris inside building	15000	SF	\$1	\$15,000
Construct chain link fence at perimeter	700	LF	\$12	\$8,400
Mold remediation - interior	15000	SF	\$2	\$30,000
Construction Contingency			20%	\$27,908
Total				\$167,448
Miscellaneous ongoing maintenance costs as a percentage	1 year		2%	\$3,349
Interior heat and ventiation for winter equipment rental	15000	SF	\$0.30	\$4,500
Interior heat and ventiation for winter 16 weeks budget	15000	SF	\$0.60	\$9,000
Winterization maintenance mobiliation per season			20%	\$2,700
Total per season				\$16,200

Review of previous Proposal for Redevelopment

The team reviewed a Proposal for Redevelopment from KHB Redevelopment Group, LLC, dated April 13, 2015. This proposal included rehabilitation of the building into mixed commercial and residential use. Some of the budget numbers included in the Itemized Project Costs included building envelope repairs, such as roof replacement and extensive masonry repairs.

Roof Replacement..... \$80,000
Masonry Restoration \$300,000

These figures are preliminary in nature and represent more extensive repairs and rehabilitation work than would be required for simply mothballing the building.

The redevelopment costs proposed by KHB were summarized as follows:

\$1,800,000 for 15,000 Square Feet\$120/SF

For comparison, a current redevelopment project (mixed use residential) in Des Moines was calculated at:

\$19,200,000 for 120,000 Square Feet\$160/SF

For additional comparison, a past rehabilitation project (commercial, and rated LEED® Platinum) in West Des Moines (in 2012) was calculated at:

\$1,000,000 for 3,100 Square Feet\$320/SF

Additional comparison (www.residentialarchitect.com, April 18, 2012):

AP Lofts in Des Moines (2012, 70 units)\$145/SF

Another comparison, Kenyon Building (2001) in Des Moines (open office space):

\$2,200,000 for 22,000 Square Feet\$100/SF

The general observation regarding the KHB proposal was that the construction budget appeared to be optimistic, considering the deteriorated condition of the building. The following table illustrates projected costs to redevelop a building the size of the Knutson Building (15,000 Square Feet) based on comparisons cited above.

Comparison Model Description	Size in SF	Cost/SF	Budget
KHB proposal (2015)	15000	\$120	\$1,800,000
AP Lofts Des Moines (2012)	15000	\$145	\$2,175,000
Mixed Use Residential Des Moines (2016)	15000	\$160	\$2,400,000
Kenyon Building (2001) adjusted for inflation	15000	\$167	\$2,505,000
Commercial LEED Platinum West DSM (2012)	15000	\$320	\$4,800,000

Rehabilitation projects, by their nature, present unique challenges and costs. Scale, complexity, and level of finishes all greatly affect the construction budget.



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To: Historic Preservation Commission
From: Jennifer Pratt, Community Development
Kevin Ciabatti, Building Services
Subject: Overview of the Vacant and Neglected Building Ordinance and Building Services
Enforcement Activities
Date: November 12, 2015

Background

At the October 8, 2015 Historic Preservation Commission meeting members of the Commission expressed concerns with the City's enforcement efforts. At the Commission's meeting on November 12, the City staff will provide an overview of the City's vacant and neglected building ordinance, department statistics, and Building Services' enforcement activities.

Development of the Vacant & Neglected Building Ordinance

The City of Cedar Rapids municipal code of ordinances, Chapter 29 Housing Code (property maintenance code) applies to all structures, including commercial and residential, rental and owner occupied. Chapter 29 adopts the International Property Maintenance Code as the minimum standard for structures in Cedar Rapids. In addition, Cedar Rapids adopts local amendments to this code to meet local needs.

The primary focus of the inclusion of provisions for vacant and neglected buildings was to develop a method to track and register vacant and neglected properties. In developing an addition to the ordinance, the City created a focus group made up of a variety of stakeholders including representatives of the Historic Preservation Commission. This focus group has been supportive in creating a framework for this ordinance.

Through these discussions, the City developed a subchapter 10 added to Chapter 29 Housing Code, titled Vacant and Neglected Properties. This addition would further engage properties owners to maintain and improve vacant structures.

Overview of Vacant & Neglected Building Ordinance Process

On July 28, 2015 the City Council adopted these changes to Chapter 29 Housing Code to include the provisions for vacant and neglected structures. The ordinance created the following process when dealing with vacant and neglected properties:

- Identify vacant and neglected properties (Residential and/or Commercial).
- Notification process.
- Registration process.
- Payment of an annual fee.
- Submit a plan to repair the property and bring it into compliance with the code.
- Allow for an annual interior inspection.

The Building Services Department works with property owners throughout this process. If the property owner fails to meet any of the applicable sections outlined in subchapter 10 of the ordinance, the next step is the municipal infraction process.

Enforcement Divisions of the Building Services Department

The Building Services Department is divided into four Sections.

- Building Trades. Primary focus is the building and permit process for construction for building permits, mechanical permits, electrical permits and plumbing permits.
- Nuisance. Primary focus is the enforcement of the Cedar Rapids Housing Code on owner occupied structures. A majority of the work pertains to exterior violations.
- Housing Code. Primary focus is the enforcement of the Cedar Rapids Housing Code through the rental and landlord registration process.
- Zoning Enforcement. Primary focus is enforcement of zoning regulations.

General Enforcement Process

- Nuisance.
 - After receiving a complaint, inspect the property to verify violation.
 - If violation exists, issue first notice of 35 days to comply.
 - Re-inspect the violation. If not resolved, issue second notice of 35 days to comply.
 - Re-inspect the property. If not resolved, issue third notice to comply of 14 days.
 - Re-inspect the property. If not resolved, issue a municipal infraction.
- Housing.
 - Inspect the property on a 5 year schedule, unless a complaint is received.
 - After receiving a complaint, inspect the property to verify violation.
 - If violation exists, issue first notice of 35 days to comply.
 - Re-inspect the violation. If not resolved, issue second notice of 35 days to comply.
 - Re-inspect the property. If not resolved, issue third notice to comply of 14 days.
 - Re-inspect the property. If not resolved, issue a municipal infraction.
- Zoning.
 - Receive complaint, issue first notice of 14 days to comply.
 - Re-inspect the violation. If not resolved, issue second notice of 14 days to comply.
 - Re-inspect the property. If not resolved, issue third notice to comply of 7 days.
 - Re-inspect the property. If not resolved, issue a municipal infraction.
- The timeframes for notices are defined by a combination of State Statute and by local ordinances. These are the minimum timeframes allowed for notifications.
- Each inspector has the latitude to extend the timeframe based on case by case circumstances. For example, if progress is being made to remedy the violations, the schedule is modified and reflective of that progress. Therefore, many cases due not meet the timeframes defined above.
- The Building Services staff would rather gain code compliance vs. filing municipal infractions. In many cases the Building Services staff meet with the owners in order to bring the building into compliance or revise the schedule of compliance.

Summary of Enforcement Statistics

The following outlines the statistics maintained by the Building Services Department as of October 2015:

- Active number of open complaints: 535
 - 144 – Housing
 - 201 – Nuisance
 - 123 – Zoning
 - 83 – Building

- Active number of court cases: 57

Preservation of Historic Resources

The Commission has expressed concerns in the past for properties that are not well maintained and neglected. More specifically, the Commission has expressed interest in developing a demolition by neglect provision to protect historic resources. The City's vacant and neglected building ordinance and general enforcement processes help to preserve historic resources and allows the City to intervene and work with the property owner to make improvements to help protect the city's historic resources.