City of Cedar Rapids
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, May 14, 2015 @ 4:30 p.m.
Training Room, City Hall, 101 First Street SE

Members Present:	Amanda McKnight-Grafton	Chair
	Bob Grafton	
	Ron Mussman	
	Tim Oberbroeckling	
	Mark Stoffer Hunter	
	Pat Cargin	
	B.J. Hobart	
Members Absent:	Barbara Westercamp	
	Todd McNall	
	Caitlin Hartman	
	Sam Bergus	
City Staff:	Jeff Hintz, Planner	
	Anne Russett, Planner	
	Jennifer Pratt, Community Development Director	
	Bill Micheel, Community Development Assistant Director	
	Anne Kroll, Administrative Assistant	
Guests:	Greg & Carol Husmann	
	Cindy Hadish	

Call Meeting to Order

- Amanda McKnight Grafton called the meeting to order at 4:32 p.m.
- Seven (7) Commissioners were present with four (4) absent.

1. Public Comment

No public comment.

2. Approve Meeting Minutes

- Tim Oberbroeckling made a motion to approve the minutes from April 9, 2015. Mark Stoffer Hunter seconded the motion. The motion passed unanimously.

3. Action Items

a) Demolition Applications

i. 122 33rd Street Drive SE – Private Property

- Jeff Hintz stated that this property was constructed in 1918. It was reviewed in the 2014 Citywide Survey and is considered not eligible, because of that staff recommends immediate release. There is severe interior damage from previous owners and broken

water pipes that lead to the ceiling to collapse. Exterior documentation is permissible. The owners plan to build new on-site after demolition. The Commission's role is to determine if the structure is either associated with historically significant events, historically significant persons, distinctive architectural character/era, or archeologically significant. If not, the property is not considered historic or, if so, the Commission should consider a 60 day hold.

- Greg Husmann, the homeowner, stated that they were selling the house on contract for the past 6 ½ years, but the tenant quit paying in January and let the utility bills go. There were frozen pipes and the ceiling collapsed. The entire inside of the house was destroyed. The porch has collapsed. After different estimates, it was determined that it would cost more to repair then to demolish the house and rebuild. Mr. Husmann has been working with the City with plans to rebuild after this property is torn down. The demolition will take place within the next month if approved.
- Mark Stoffer Hunter stated that he would like to do photo documentation as the brick pattern around the windows is something he has not seen before. No one significant has lived in this house. As the homeowners plans are to go forward with a residential property after demolition, Mark Stoffer Hunter does not have an issue with going forward.
- Tim Oberbroeckling made a motion to approve demolition of 122 33rd Street Drive SE after Mark Stoffer Hunter has taken photo documentation. Bob Grafton seconded the motion. The motion passed unanimously.

ii. 1003 20th Street SE – Private Property

- Jeff Hintz stated that this house was built in 1937. The Citywide Survey determined it to be not eligible, so staff recommends immediate release. This property is owned by a bank and renovation was attempted, but the termite damage within the house is too great. Inside remediation has left the interior gutted. Exterior documentation is permissible. Future plans are not known.
- Mark Stoffer Hunter stated that there has never been a demolition in this area. This property is across the street from the Ambroz Recreation Center. This house is identical to the one next door.
- The Commission discussed demolition by neglect and houses being left for termites to damage it. Pat Cargin showed some concern about this demolition leaving an empty lot in this neighborhood.
- Bob Grafton asked staff about putting up signage on the properties up for demolition. It was discussed with previous staff that a lime green sign would be posted. Staff will look into this and get back to the Commission.
- Ron Mussman made a motion to approve demolition for 1003 20th Street SE after Mark Stoffer Hunter completes photo documentation. B.J. Hobart seconded the motion. The motion passed with Pat Cargin opposing.

iii. 15 22nd Avenue SE – City Owned Property

- Jeff Hintz stated that the construction year is not listed but it is assumed to be more than 50 years old. The 2014 Citywide Survey determined it to be not eligible, so staff recommends immediate release. Documentation is permissible. The plan is to demolish this property to make way for the Flood Control System. This property has not been cleaned out after the 2008 flood. The City has slated this property for July 2015 demolition. The Commission has seen some other City owned properties in the last few months and this is the last one of that group.

- Mark Stoffer Hunter asked about archeological testing after this property has been demolished. Jeff Hintz stated that, as part of the Flood Control System, archeological testing is required to be done.
- Tim Oberbroeckling made a motion to approve demolition of 15 22nd Avenue SE. Mark Stoffer Hunter seconded the motion. The motion passed unanimously.

4. New Business

a) Historic Preservation Technical Assistance

- Anne Russett stated that this is related to the Letter of Agreement with SHPO and IEDA and requires the implementation of 15 historic preservation technical assistance workshops/public education events. This LOA expires in November 2016. Staff wants to discuss what topics the Commission would like to have sessions for. If the Commission agrees, the Bob Yapp window workshop from the 2015 Showcase can be counted as a session. If the Commission is agreeable, then ten sessions have been completed leaving five remaining. Anne Russett displayed some ideas for the remaining sessions.
- The Commission discussed the Bob Yapp workshop, lack of attendance at the 2015 Showcase, the 2016 Showcase, and saving money in the budget. The Commission would like to discuss the 2015 Showcase at the next HPC meeting.
- The Commission agreed unanimously that the Bob Yapp workshop will count as a session for the LOA.
- The Commission discussed ways to market what the HPC does and some of their success stories. Staff reminded the Commission that the City has a Communications Department that can help get the word out.
- The Commission discussed ideas for the remaining five sessions. The Commission unanimously agreed to the topics of 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, historic preservation and sustainability, and a tour focused on home moves. Staff will come back to the Commission with more details on those ideas. The Commission would like to partner/co-sponsor with other organizations for these sessions.

5. Old Business

a) Draft Historic Preservation Plan

- Anne Russett shared some photographs and information from the Historic Preservation Plan Open House on April 29, 2015. Anne Russett shared a Vision for Preservation in Cedar Rapids 2025 and the Historic Preservation Program Components. Citywide data of the distribution of buildings by age shows that a little over 2% of the buildings in Cedar Rapids were built between 1840 and1890. Three-quarters of the buildings are over 50 years old. A large number are reaching the 50 year period and the small percentages of really old buildings are the ones that should be focused on. Of the buildings in the Historic Districts, 81% of the residential buildings date from 1891-1938. Only 12% are from 1945-1977. In the Historic Districts there is high consistency in terms of building age so in thinking about Historic District Guidelines it is really important to make sure the guidelines really address the character of those types of buildings. Anne Russett discussed the physical condition of the City's Historic Districts and 81% are rated between normal and excellent.
- Anne Russett discussed some of the key edits for the Preservation Plan. Key edits addressed in the public review draft were funding mechanisms, consistency in terminology, and text clean-up. The HPC edits included are exploration of partial

demolitions in the initiative related to the update of Chapter 18 – Historic Preservation and the importance of preserving key ornamental features in the initiative related to the update of the Guidelines for Cedar Rapids Historic Districts. Key edits addressed from FEMA and SHPO are to provide the History of Preservation Program in Cedar Rapids, highlight some public outreach efforts in the beginning of the Plan, clean-up of tables and figures, and add a glossary in the Appendix. The feedback from the State was very positive and they thought it was well written.

- Anne Russett said that the next steps are revising and formatting Plan, re-submitting to the reviewing bodies (SHPO, FEMA, HPC) early next week, develop a HPC sub-committee (30 day review), and receive comments from reviewing bodies and develop the final draft. Amanda McKnight Grafton, Mark Stoffer Hunter and Bob Grafton would like to be on the HPC sub-committee. Anne Russett suggested having the sub-committee meet with the City staff to discuss their comments. Amanda McKnight Grafton requested having Kevin Ciabatti attend the meeting, as well.

b) Local Landmark Plaques

- Jeff Hintz stated that the Commission picked an option for the local landmark signage. Some of the comments received were not to number the landmarks, the text should read "Local Historic Landmark", and a logo/image is not necessary unless a city seal exits. The City contracts a Graphic Designer who will mock up some renderings of the sign. Once a template is decided on it will be approved by the Commission and given to the Local Landmark owners to have done with their own funds.

6. MOA/LOA Project Updates

- Jeff Hintz stated that staff would like the Commission's opinion regarding the Structure Reports that will help with the budget. The properties at 400 and 406 9th Avenue are listed as one property on the Structure Reports, but staff would like to list them as two properties. It will be less expensive and fall into the budget as two separate properties. The Commission is agreeable to that.
- Jeff Hintz stated that the Historic District signs have been ordered. The signs should be up by late summer. When the signs go up the City will do a press release. Staff will bring one of the signs to a meeting before they go up if possible.
- Anne Russett stated that the Kirkwood Preservation series schedule has been set and will be sent to the Commission. Marketing materials will be ready in July.

7. Announcements

- Anne Russett proposed that the June 25, 2015 meeting be cancelled or rescheduled due to the SNRC meeting in Winterset and the City has three National Register nominations on that agenda so staff will attend that. The Preservation Summit is the same day as well. If there is a demolition to review then there can be a special meeting or a conference call. The Commission is agreeable to that.

8. Adjournment

- Ron Mussman made a motion to adjourn the meeting at 6:05 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant, Community Development