

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION REGULAR MEETING,**  
**Thursday, September 24, 2015 @ 4:30 p.m.**  
**Training Room, City Hall, 101 First Street SE**

Members Present: Amanda McKnight-Grafton      Chair  
Bob Grafton  
Ron Mussman  
Pat Cargin  
B.J. Hobart  
Barbara Westercamp  
Mark Stoffer Hunter  
Sam Bergus  
Caitlin Hartman

Members Absent: Tim Oberbroeckling  
Todd McNall

City Staff: Jeff Hintz, Planner  
Anne Russett, Planner  
Bill Micheel, Community Development Assistant 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 September 10, 2015. B.J. Hobart seconded the motion. The motion passed unanimously.

**3. Action Items**

**a) Demolition Applications**

**i. 1505 6<sup>th</sup> Street SW – Private Property**

- Jeff Hintz stated that this property was built in 1931 and has been surveyed in the 2014 Citywide Survey and the 2008 Young's Hill Kingston Survey and deemed not eligible. Staff recommends immediate release. This property was previewed by the Commission on August 14, 2014. Jeff Hintz shared interior photos. The reason for the demolition is for construction of a new restaurant in 2016. The house has no tenants and is zoned commercial. The demolition contractor will work with the HPC to do salvage and photo documentation.

- Mark Stoffer Hunter stated that he has photographed the exterior, but would like to photograph the interior.
- Mark Stoffer Hunter made a motion to approve the demolition of 1505 6<sup>th</sup> Street SW after he has documented the interior. Sam Bergus seconded the motion. The motion passed unanimously.

#### **b) Certificates of Appropriateness**

##### **i. 1526 3<sup>rd</sup> Avenue SE – replacement of front steps**

- Amanda McKnight Grafton stated that she and Bob Grafton need to abstain from discussion and voting since this is Mr. Grafton’s project. Since the Vice Chair is not present the Commission will need to vote on who will take over as Chair.
- Barb Westercamp made a motion to approve Pat Cargin as Chair for item 3bi. Sam Bergus seconded the motion. The motion passed unanimously.
- Jeff Hintz stated that this project is the removal of concrete entryway steps leading onto the front porch (which has already taken place) and replacement for the steps with wooden steps and hand railings. 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 exactly what is recommended within the guidelines. Jeff Hintz shared the guidelines for porches and other entrances and also shared photos of the property. The basis for the recommendation is the removal of not recommended material, the installation of a recommended material, steps are not a defining feature, and this is a positive change for the property.
- Bob Grafton shared some visuals of what the project will be. The wood will be painted teal and the railings will match the era of the house.
- Mark Stoffer Hunter made a motion to approve the Certificate of Appropriateness for the replacement of front steps at 1526 3<sup>rd</sup> Avenue SE as presented. Barb Westercamp seconded the motion. The motion passed unanimously with Amanda McKnight Grafton and Bob Grafton abstaining.

#### **4. Old Business**

##### **a) Knutson Building Update**

- Anne Russett stated that the contract was executed. The building inspection is scheduled for early next week.
- Amanda McKnight Grafton asked what firm was awarded the contract. Anne Russett stated that the firm selected is RDG with their engineering firm Shuck-Britson.

#### **5. MOA/LOA Project Updates**

- Anne Russett stated that City Council adopted the Historic Preservation Plan on Tuesday, September 22, 2015. There were questions at the meeting about funding and plan implementation. What was conveyed at the meeting is that certain initiatives will be covered by the Community Development budget. As we move forward into the next budget cycle, Community Development has requested additional funding for preservation specific initiatives. That hasn’t been approved yet.
- Anne Russett stated that staff submitted the preservation plan to the Iowa Chapter of the American Planning Association for a public outreach award and won. Staff will receive the award in October.
- Anne Russett stated that related to the LOA and requirements for educational sessions and workshops, staff has executed a contract with Ed McMahon of the Urban Land

Institute. He will come to Cedar Rapids in early February and speak about preservation and its connection with creating livable and sustainable communities. Staff will let the Commission know if volunteers are needed for this event.

- Anne Russett stated that staff requested from IEDA an amendment to the LOA so that it is in line with the new properties discussed for the structure reports. An increase in the grant amount of \$45,000 is also being requested. When the original grant was agreed upon there was an error and certain mitigation treatment measures were not accounted for in the budget.

## **6. Announcements**

- Mark Stoffer Hunter stated that nearly 100 year old greenhouses were demolished on 18<sup>th</sup> Street SW and there was no chance to document them before they were gone. Because they were accessory structures, the HPC did not get to review them. Mark stated these greenhouses were a historic landmark for Cedar Rapids. This is something to think about when reviewing Chapter 18 and potential changes. Something could help flag these types of buildings is to mark them in the database as historically significant.
- Bob Grafton stated that the Frankie House has been moved and is waiting to be placed on the foundation. The beams from the manufacturer should be ready in a week.

## **7. Adjournment**

- Barb Westercamp made a motion to adjourn the meeting at 5:02 p.m. Sam Bergus seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II  
Community Development