

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, December 10, 2015 @ 4:30 p.m.
Training Room, City Hall, 101 First Street SE

Members Present: Todd McNall
 Bob Grafton
 Ron Mussman
 BJ Hobart
 Tim Oberbroeckling
 Mark Stoffer Hunter
 Barb Westercamp
 Sam Bergus

Members Absent: Pat Cargin
 Caitlin Hartman
 Amanda McKnight-Grafton

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

- Todd McNall called the meeting to order at 4:32 p.m.
- Eight (8) Commissioners were present with three (3) absent.

1. Public Comment

- No public comment

2. Approve Meeting Minutes

- Ron Mussman stated that for the Knutson Building item Jennifer Pratt had stated that we did not want to talk about the past and to move forward. That is not part of the minutes and it should be.
- Bob Grafton stated that on page four (4) Amanda is listed as McNall instead of McKnight.
- Bob Grafton stated that on page two (2) porch needs to be added in before floating footings. The house is not on floating footings, just the porch is.
- Barb Westercamp made a motion to approve the minutes from November 12, 2015 as amended. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

3. Action Items

a) Certificates of Appropriateness

i. 348 16th Street SE – replacement of roof on the house

ii. 1602 Park Avenue SE – replacement of roof on garage and house

- Jeff Hintz stated that the applicant has not given staff a product catalog and has asked that items 3ai and 3aai be tabled. This application has been withdrawn until further notice.

iii. 1837 and 1841 Grande Avenue SE – window replacement

- Jeff Hintz stated that this project is for the replacement of all the windows on each structure with vinyl windows. The two structures will be discussed and voted on separately. This work has already taken place at 1837 Grande Avenue SE without a permit and pictures were shared of that structure along with the guidelines for windows. 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 2 with the modification being to use wood windows on the north (front) and west (driveway side) elevations. The alternative recommendation is disapproval of the application as vinyl windows are not recommended. The basis for recommendation is that the key sides of the structure are the north and west elevations which are easily visible from the public right-of-way, other elevations do not lend themselves to practical or convenient viewing from public right-of-way, and approval of this nature is in harmony with guidelines and consistent with past approvals.

Sam Bergus arrived at the meeting at 4:41 p.m.

- John Jakobsen, the applicant, stated that vinyl windows are more cost efficient as well as more energy efficient and suggested using a window screen with a wooden frame to hide the vinyl windows. Mr. Jakobsen also wanted the Commission to know that he is willing to do the right thing and wanted to learn more about how to preserve historic properties. Mr. Jakobsen would like for the houses to have consistency all around instead of having different parts and pieces on different sides.

Jennifer Pratt arrived at the meeting at 4:46 p.m.

- The Commission discussed ways of communicating to property owners about the Historic District.
- Jeff Hintz noted that a permit is not required for screens, so the wooden screens have no recourse to get them installed in the event they are not.
- The Commission discussed with the applicant wood windows versus vinyl. Todd McNall noted that refurbishing wood windows is just as efficient as using vinyl and shared some examples of properties for the applicant to look at. Mr. McNall suggested that, if the vinyl windows fit the same opening as the back or west side of the house at 1841, the applicant could take the vinyl from the front and west side of 1837 and use them on 1841. Mr. Jakobsen will take a look at that.
- Todd McNall noted that the Commission has never approved vinyl windows in the front of a house.
- Mark Stoffer Hunter made a motion to approve the staff recommendation for 1837 Grande Avenue SE to replace the ten (10) vinyl windows in the front and west side of the house with wood windows, five windows on each elevation. The windows on the back and east side of the house can stay vinyl. Sam Bergus seconded the motion. The motion passed unanimously.

- Jeff Hintz shared pictures of 1841 Grande Avenue SE and stated that staff recommends option 2 to use wood windows on the front and east elevations. The west side and garage can be vinyl windows and the south dwelling window needs to be wood. All windows need to be replaced with matching grilles. The alternate recommendation is disapproval as vinyl windows are not recommended. The basis for the recommendation is the key sides of the structure are the north and east elevations which are easily visible from the public right-of-way, west elevations do not lend itself to practical or convenient viewing from public right-of-way, and approval of this nature is in harmony with guidelines and consistent with past approvals.
- Bob Grafton suggested using combination windows to get an extra insulating factor.
- Todd McNall stated that vinyl windows last only 10-15 years and you cannot fix them if an individual component to them were to break. With wood windows, they can be refurbished and will last 25 years.
- Mr. Jakobsen stated that he would like to keep consistency around the house and would prefer to have all the wood windows refurbished or replaced with wood and asked for the Commission to give him some contacts of people who can do the refurbishing. The Commission will pass that information on to the applicant.
- Mark Stoffer Hunter made a motion to approve the staff recommendation for 1841 Grande Avenue SE to use wood windows on the front and east elevations and the south dwelling window and allowing vinyl windows for the west side and the two garage windows. All windows need to be replaced with matching grilles. Mark Stoffer Hunter also noted that the motion is a minimum and that the applicant can use wood windows for the entire house. Bob Grafton seconded the motion. The motion passed unanimously.

b) Demolition Applications

i. 1215 2nd Street NW – City Owned Property

- Jeff Hintz stated that there are two structures on this property. The warehouse was built in 1984 that is not subject to review. The other building is subject for review and was built in 1950 and had been used as a shop. It has been determined not eligible in the 2014 Citywide Survey and also in the Hull's 3rd Intensive Level Survey. It is a cinderblock building and was last used as a shop. It was recently purchased by the City and is in the flood control construction area which is the reason for the acquisition. The demolition is slated for early next year. Photo documentation is permissible. Staff recommends immediate release.
- Barb Westercamp made a motion to approve demolition of 1215 2nd Street NW after Mark Stoffer Hunter has completed photo documentation. Sam Bergus seconded the motion. The motion passed unanimously.

Item 5 was considered next.

5. Knutson Building

- Jennifer Pratt stated that approval from City Council to do emergency repairs and stabilization on the Knutson Building was given. Because of the emergency nature, staff was able to forgo the normal procurement process, which is a lengthy process. Staff contacted Ryan Companies and their staff did a walkthrough where they came to the conclusion that the presence of asbestos would create an unsafe work environment and they were not going to be able to do the work. Staff had immediate red flag questions because it was assumed when the RDG report was received that it would have taken into account the increased costs for working in an environment with asbestos. Staff had a conference call and confirmed that was not the case. The cost of \$167,500 did not

contemplate having to work in that environment. Staff contacted a large asbestos abatement contractor and they did a walkthrough yesterday and will report back their findings. There is not enough information to go back to Council, but they have been given the same information. Staff hopes to get a recommendation from the HPC to City Council at Council's first meeting in January.

- Todd McNall asked if there was any indication to what the asbestos was. Anne Russett stated that an environmental test has not been done, so it cannot be determined exactly where it is at. The general assumption is the tile in the floor and possibly in the roof.
- Jennifer Pratt stated that staff will report back when there is more information, but Ms. Pratt is concerned that there will be an issue where an abatement contractor says they cannot go in and do the asbestos abatement because it is unsafe and we have the people who can secure it that will not go in because of the asbestos.

Jennifer Pratt and Barb Westercamp left the meeting at 5:43 p.m.

4. New Business

a) Overview of the Vacant and Neglected Building Ordinance and Building Services Enforcement Activities

- Kevin Ciabatti presented on the following topics:
 - To gain a better understanding of the role Building Services plays on code enforcement.
 - To understand how the International Property Maintenance Code is utilized as the minimum standard for all structures.
 - Review significant changes to Chapter 29 Housing code, including the recently adopted subchapter 10 titled, Vacant and Neglect.
- Kevin Ciabatti discussed building trades, zoning enforcement, housing inspections, nuisance inspections, and notification periods. Mr. Ciabatti also discussed the background on vacant and neglected properties. Statistics were given of open and closed complaints in each department of Building Services as well as the top 10 violations.

Sam Bergus and Mark Stoffer Hunter left the meeting at 6:26 p.m.

6. MOA/LOA Project Updates

- There were no MOA/LOA project updates.

7. Announcements

- There were no announcements.

8. Adjournment

- Since there was no longer a quorum, the remaining HPC members ended the meeting at 6:31 p.m.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development