
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, May 26, 2016

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. Presentation

- a) Flood Control System Update (15 minutes)

4. Action Items

- a) Demolition Applications (15 minutes)
- i. 360 15th Street SE – *private property*
- b) Certificates of Appropriateness (10 minutes)
- i. 1826 2nd Avenue SE – installation of fence

5. Discussion Items

- a) Historic Preservation Plan Initiative 10.2.a (20 minutes)
- b) MOA/LOA Project Updates – (if necessary) (5 minutes)
- c) Knutson update - (if necessary)

6. Announcements

7. Adjournment

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, May 12, 2016 @ 4:30 p.m.
Training Room, City Hall, 101 First Street SE

Members Present: Amanda McKnight-Grafton Chair
Bob Grafton
Ron Mussman
Tim Oberbroeckling
Caitlin Hartman
Barb Westercamp
Pat Cargin
Mark Stoffer Hunter

Members Absent: Todd McNall
Sam Bergus
BJ Hobart

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

Call Meeting to Order

- Amanda McKnight Grafton called the meeting to order at 4:36 p.m.
- Eight (8) Commissioners were present with three (3) absent.

1. Public Comment

- There was no public comment.

2. Approve Meeting Minutes

- Mark Stoffer Hunter stated that under number five (5) the wording for time period should be changed to what that time period is. Anne Russett stated that the time period is one (1) year.
- Tim Oberbroeckling made a motion to approve the minutes from April 28, 2016 with the addition of one (1) year. Ron Mussman seconded the motion. The motion passed unanimously.

3. Action Items

a) Certificate of Appropriateness

i. 1628 2nd Avenue SE – installation of vinyl siding on detached garage

- Jeff Hintz stated that this project is for the installation of vinyl siding on the detached garage structure. Mr. Hintz shared pictures of the structure as well as the district guidelines for accessory buildings. Staff recommends approval as submitted because it is

consistent with the guidelines, it is not visible from the street right-of-way, the structure is not listed as a defining feature to the property and thus the historic district, the structure features two pressboard wall sides, and no architectural features present on the structure.

- The Commission discussed maintenance of the garage, such as painting and repairs, instead of replacing with vinyl and also possibly denying the application and instead giving the applicant some suggestions for repair. Amanda McKnight Grafton stated that the applicant could reapply with alternative material for replacement if they choose to. Jeff Hintz stated that the applicant has painted the garage several times and wanted the vinyl siding for less maintenance. There is also vinyl siding on the house.
- The Commission discussed approving the application versus denying the application and how the Commission would need a clear explanation for either action.

Barb Westercamp arrived at the meeting at 4:59 p.m.

- The Commission asked for a view of where the garage is on the block. Jeff Hintz shared a map of the block where the house and garage sits.
- Tim Oberbroeckling made a motion to approve the Certificate of Appropriateness for 1628 2nd Avenue SE as long as the vinyl on the garage is compatible with the vinyl on the house and because the garage is located mid-block, has a privacy fence surrounding it, the garage is not a historically significant structure, and the house already has vinyl siding. Barb Westercamp seconded the motion. The motion passed 7-1 with Pat Cargin opposing.

4. Announcements

- Ron Mussman asked that the Programmatic Agreement with the Army Corps from 2010 be added to the next agenda for discussion.
- The Commission discussed ways of using the remaining Showcase funding including bus tours, scholarships for the fall Kirkwood classes, and additional educational opportunities for Commission members. Staff will check to see if the Showcase funding can be used after May.
- The Commission discussed the moving of the White Elephant Building. Tim Oberbroeckling stated that since three homes have been moved in the last three years (the White Elephant Building, the Frankie House, and the Bever House), it would be a good idea to get together with SaveCR Heritage to celebrate.
- Pat Cargin wanted to let the Commission know that one of the homes behind the former Krebs Greenhouses has water damage and the neighbors are concerned that the house will not be able to survive and that there may be a request for it to be torn down. Ron Mussman asked if that house has been surveyed. Jeff Hintz stated that the survey did not go out that far. Amanda McKnight stated that there are grants that can be applied for to survey other areas. Anne Russett stated that the most recent deadline has past, but there will be grants to apply for in the fall. Jeff Hintz stated that there is an initiative in the Historic Preservation Plan to prioritize which areas the Commission would like to be surveyed and that will be a project for the summer.
- Jeff Hintz stated that he spoke with a realtor from Iowa Realty and he was able to introduce her to the historic database map viewer. The realtor thought it would be very useful to others in her office. Amanda McKnight Grafton suggested setting up a meeting with the Cedar Rapids Board of Realtors to show them how the database map program works.

- Ron Mussman stated that the new website was working incorrectly and he was unable to pull up past minutes. Jeff Hintz shared with the Commission how to find the minutes on the new website and stated that the minutes only go back to 2013 on the website, but if you would like to see older minutes we have those on file, and if requested, Anne Kroll can send those out.

5. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 5:27 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development

DRAFT

www.Cedar-Rapids.org



Historic Preservation Commission

May 12, 2016

www.Cedar-Rapids.org



COA: 1628 2nd Avenue SE

www.Cedar-Rapids.org



Project Description

- Installation of vinyl siding on the detached garage structure

www.Cedar-Rapids.org



Garage from Alleyway



www.Cedar-Rapids.org



Close up of Garage



www.Cedar-Rapids.org



District Guidelines – Accessory Buildings

<p>Recommended:</p> <ul style="list-style-type: none"> • Wood siding • Double wide door (if accessed from an alley) • Rear yard location 	<p>Not Recommended:</p> <ul style="list-style-type: none"> • Metal siding • Sheet siding • Paneled siding • Disproportionate roof pitch • Disproportionate building mass
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Walls and Exteriors: (Page 26)
 “Synthetic siding is allowed in the rear of homes *and on accessory buildings*, although the paneling patterns must be maintained.”

 www.Cedar-Rapids.org

Recommendation

Staff recommends approval as submitted

- Consistent with guidelines
- Not visible from street right-of-way
- Structure is not listed as defining feature to the property and thus, the historic district
 - Other accessory structures in district are defining (1744 2nd Avenue)
- Structure features two pressboard wall sides
- No architectural features present on the structure

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Alternative Actions

1. Approve with modifications agreeable to the applicant; or
2. Deny the application; or
3. Defer to future meeting.



Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: May 26, 2016

Property Location: 360 15th Street SE

Property Owner/Representative: Affordable Housing Network Inc. (AHNI)

Owner Number(s): 365-6247 **Demolition Contact:** Ken-Way Excavating – (319) 846-2006

Year Built: 1900

Description of Agenda Item: Demolition Application COA Other

Background and Previous HPC Action: AHNI previewed this demolition with the HPC on [August 14, 2014](#) shortly after acquiring the property. At that time, the HPC encouraged AHNI to look into options to repair the structure and save it. There was some information shared about the cost of conversion and renovations needed for the property compared to building new.

At this time, demolition has been opted since the cost of renovation is not economical for the organization for this particular structure. AHNI did indicate to staff they do not want the structure to sit vacant in the neighborhood, deteriorating further.

City Assessor Information on the parcel:

<http://cedarrapids.iowaassessors.com/parcel.php?parcel=142228101600000>

Historic Eligibility Status: Eligible Not Eligible Unknown N/A

Explanation (if necessary):

The 1995 Iowa Site Inventory Form indicates this property is **not eligible** for any of the National Register of Historic Places criteria.

The 2006 Architectural History Survey and Update indicates this structure is **not eligible** for any National Register of Historic Places criteria.

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

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 structure lacks defining features, SHPO accepted Site Inventory Form and Survey indicate the structure is not historic under any NRHP criteria.



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 1826 2nd Avenue SE
Date: May 26, 2016

Applicant Name(s): Lifetime Fence Company Inc.
Owner(s): Gregory and Janet Olson
Local Historic District: Second and Third Avenue Historic District
Legal Description: SAMPSON HEIGHTS LOT 12 & SW 22' STR/LB 13 1
Year Built: 1922

Description of Project: Installation of a privacy fence as shown on the attached site plan.

Information from Historic Surveys on property:

The 1995 Site Inventory Form from the District Nomination survey lists the primary housing structure as "Excellent." The defining features are low-pitched hipped roof on symmetrical villa form with hipped attic dormer and 2-story hipped roof solarium/sleeping porch on north side; windows in pairs or triples with 4/1, 6/1, 8/1 and 9-light configurations; front door is flanked by multi-pane side-lights and is situated beneath a semi-circular arched entrance hood; brick lower, level and stucco, upper level similar to adjacent and opposite houses. The house does contribute 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;
2. **Modify, then Approve** the application – only if applicant agrees to modifications made;
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 proposal to fence the rear yard is in harmony with the Guidelines for Cedar Rapids Historic Districts. This proposal does not alter any defining feature of the structure and is not physically connected to the structure. The fencing material is wood, and the height is consistent with other approved fences in the historic district. The neighbor to the south has an existing fence for privacy and this new fencing would be installed to compliment that. The new fence would also match the existing style and design of the neighboring fence and the fence which exists at the rear of the property.

This new fence will complement the historic nature of the structure and be a compatible fit to the surrounding area and existing fence. The owner of the property indicated to staff the purpose of the fence was to help keep a dog in the yard without having to use a run or leash type system.

This project will not negatively impact the structure, is reversible in nature and compliments the existing development on this property. The project complies with all the Guidelines for Cedar Rapids Historic Districts and is a great way to keep the overall property updated and in use which is within the vision for preservation in Cedar Rapids as outlined in the Historic Preservation Plan.

Staff Recommendation: Approval of the project as submitted.

Attachments: Application from applicant.

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>Jan Olson</u> Address <u>1826 2nd Ave SE</u> City <u>Cedar Rapids</u> State <u>Iowa</u> Zip <u>52319</u> Phone <u>319-364-3836</u></p>	<p style="text-align: center;">Applicant Information</p> <p>Name <u>I</u> Company <u>Life Time Fence Co.</u> Address <u>PO Box 8144</u> City <u>Cedar Rapids</u> State <u>Iowa</u> Zip <u>52408</u> Home Ph <u>319-396-3232</u> Work Ph. _____</p>
<p>Address of property where work is to be done: <u>1826 2nd Ave SE</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>Fence around sides & back of yard</u></p>	
<p>Location: Describe where (what part of building, or where on property) work will be done _____ <u>Sides & back of property</u></p>	
<p>Materials: Type and design to be used <u>13' of 6" H wood fence, 35' of 5" wood fence, 65' of 5" ornamental 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>Meg Feary</u></p>	

For Development Department use only:

Date Received:	Received by:	File No. _____
Redmond Park-Grande Avenue <input type="checkbox"/> Second and Third <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

FENCE PERMIT APPLICATION
CEDAR RAPIDS DEVELOPMENT SERVICES DEPARTMENT
 500 15th Ave SW, Cedar Rapids, IA 52404
 PH: (319) 286-5831 FAX: (319) 286-5830

Project Location 1826 2nd Ave SE	
Property Owner Jan Olson	
Property Owner Address Life Time Fence Co Inc. (same as above)	
Contractor ↓	
Contractor Address PO BOX 8144 Cedar Rapids, IA 52408	
Valuation \$3953	Permit Fee
Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other <input type="checkbox"/>	
New <input checked="" type="checkbox"/> Repair <input type="checkbox"/>	Height 5' ornamental 5' 6" WOOD Total Length 65' of 5' ornamental 13' of 6" WOOD; 34' of 5" WOOD
Corner Lot <input type="checkbox"/> Int. Lot <input checked="" type="checkbox"/> Reverse Corner <input type="checkbox"/> DBL Frontage <input type="checkbox"/>	
Solid <input checked="" type="checkbox"/> & other Chain Link <input type="checkbox"/> Rail <input type="checkbox"/> Other ornamental	
Signature Megan Ferguson	Date 05-03-16
Approved	Inspector

This application and any permit issued to the applicant are subject to all Ordinances of the City of Cedar Rapids that may have a bearing on the project.

Plot Plans required on approved form. Barbwire fences, where permitted, shall be installed in compliance with provisions of Chapter 33C (Ordinance 45-89).

ATTENTION
 Setbacks are measured from lot lines or proposed right-of-ways, Not city sidewalks, streets, curbs, alleys or fences!
APPLICANT IS RESPONSIBLE FOR LOCATING LOT LINES!
 THANKS

PROJECT ADDRESS: 1826 2nd Ave SE

1. Show side streets, if any, on proper side.
2. Show plan detail of fence thus: x—x—x—x—x
3. Describe fence, show dimensions, where it starts, runs, and stops.
4. Show location of accessory buildings from house and the lot lines.
5. Show location of all easements.

ATTENTION
 Setbacks are measured from lot lines or proposed right-of-ways; Not city sidewalks, streets, curbs, alleys or fences!
APPLICANT IS RESPONSIBLE FOR LOCATING LOT LINES!
 THANKS

Checklist
 For Office Use Only

Scale: 1" = _____

North Arrow: _____

Zoning: _____

Use: _____

Lot Dimensions: _____

Lot Area: _____

Proposed R-O-W: _____

Front Yard: _____

Side Yard: _____

Corner Side Yard: _____

Rear Yard: _____

Double Frontage: _____

Easements: _____

Building Features:

Height: _____

Landing/steps: _____

Decks: _____

Room additions: _____

Bay-bow windows: _____

Overhang Incl. Gutters: _____

Fireplaces: _____

Air conditioners: _____

Retaining walls/fences: _____

Flood Plain/Floodway: _____

Legal Nonconforming: _____

Historical District: _____

Downtown Design Review Required: _____

Parking Spaces/Hand. Access: _____

Drives: _____

Curb cuts: _____

Dumpster Enclosure: _____

Landscape Plan/Trees: _____

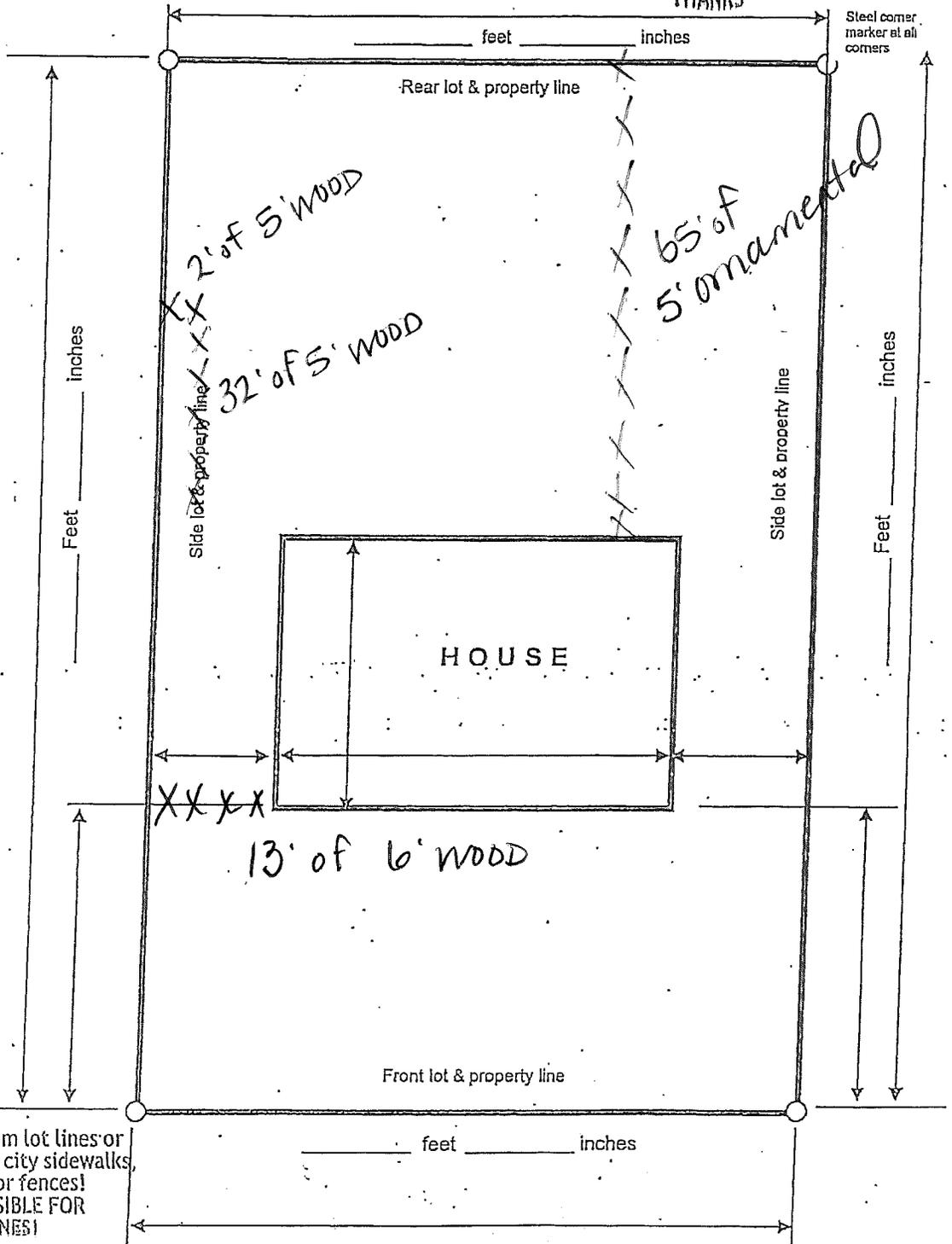
Sidewalk Corner: _____

T-Intersection: _____

Review and approval assumes accurate placement & dimensioning of all aforementioned structures & appurtenances.

Setbacks must be shown from property lines or proposed right-of-way lines.

*Driveways, parking spaces & storage areas must be surfaced per provisions of the Zoning Ordinance.



Owner: Jan Olson

Date: 05-03-16



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

To: Historic Preservation Commission
From: Jeff Hintz, Planner II
Subject: Historic Preservation Plan Initiative 10.2.a – Establish a Self-Test for Historic Significance
Date: May 26, 2016

Background: The [Historic Preservation Plan](#) identifies 11 goals related to preservation and several initiatives within each goal that will help to accomplish the overall goal. Goal 10 is titled “Practical Education Programs Support Historic Preservation”; Policy 10.2 is to “Expand the use of web-based preservation tools.” The initiative within this Policy is to provide a Self-test tool of historic significance and the associated timeline to have this completed by is within 1 year of plan adoption. The initiatives table on page 42 of the document is a quick summary of all the initiatives associated with goal 10, however the text breakdown of the specific details for can be found on page 35 of the document, it reads as follows:

“Create a “self-test” tool that property owners can use on line to determine if a building is potentially significant. Include a check-list of questions and a link to the GIS database that will provide relevant information.”

Using the Self-Test: The attachment to this memo is a draft which outlines how a user of this self-test tool would determine whether or not their property could be considered historic. One can find all of the steps in this test online already in various places, but this document has placed all of them into one central place.

1. The user would access the historic surveys and data page and use the new GIS mapping tool to see if their property has already been surveyed for historic significance.
2. The user would also be able to access data through the City Assessor’s Parcel Viewer which in turn links to assessor summaries and details about building within the City Limits.
3. The middle portions of the self-test tool are sections from the National Register Bulletins that can help one evaluate their property. The National Register Bulletins (steps 2-6 on the attached self-test tool) are essentially a series of questions which help the user formulate an answer to the question is my property eligible for the national register?
4. The final portion of the tool is a list of resources one can utilize to help conduct research to help determine local significance and links a user to the process to have something listed as historic locally.

Final Thoughts: While the initiative in the Historic Preservation Plan specifically mentions developing a tool to determine whether a building is potentially significant, the attached self-test does that and more. The National Register Bulletins will help users establish whether objects, people, sites or events were significant. Additionally, in the event the step by step process outlined and recommended by the National Park Service determines a property is not historically significant nationally, the self-test provides more options. The additional options are focused on documenting local significance and include resources as to where people might conduct this research.

Attachments: Draft Self-Test tool which would be accessed off the Historic Preservation Commission webpage.

Self-Test for Historic Significance on Your Property

Using the Cedar Rapids Historic Sites and Districts Identification system, one is able to determine if property is located within the bounds of a historic district, if a structure potentially has historic significance, or if a structure already has the designation as an individual historic landmark.

The [Historic Surveys and Data](#) page maintained by the City of Cedar Rapids contains the interactive mapping tool which will indicate if a property has been surveyed for historic significance or is already designated as having historical significance. The page also contains a Glossary, Frequently Asked Questions and two narrated How-To videos that make the system user friendly.

Below are a set of instructions which will help you answer the following question, “Does this property potentially have historic significance?”

1. **Locate a property on the interactive mapping tool** - Once you have clicked on a property using the interactive database the pop up box will indicate if it has been surveyed for historical significance or if it is already designated as historic. In the event a property has not been surveyed, the next steps will help you determine if the property could be historically significant.
2. **Determine the age of the structure** - Structures which are not at least 50 years or older generally are not included on historic registers or considered eligible to be listed on a historic register.

Using the [Cedar Rapids City Assessor](#) search page is a good way to help determine age of a structure. One may also use the [City Assessor Parcel Viewer](#) to obtain information about a property. Search by specific address or navigate to the property in question; click that parcel and, in the popup box, click the top link that says “Summary Page.”

Using either search method will launch the assessor summary of the property and structures on it. Under “Residential Building Information” or “Commercial Building Information” headings on the summary page, you will find the “Occupancy” column heading. Expand the triangle below that and the year built will appear in the summary with other information on the structure.

3. **Review the National Park Service’s National Register Bulletin on How to Apply the National Register Criteria for Evaluation** – The criteria to determine if a property is eligible for the National Register of Historic Places provides a framework to determine if the property under consideration has historic significance. Reviewing the property under

consideration against the following sections of the Bulletin will be particularly helpful to determine potential historic significance:

- a. **Section II. National Register Criteria for Evaluation** - To be eligible for the National Register of Historic Places (NRHP) the historic property under consideration, must fit into one or more of the [Criteria for Evaluation](#) established by NPS. This page indicates four criteria, A-D which determines eligibility for the NRHP.
- b. **Section IV. How to Define Categories of Historic Properties** - The NPS website describes the differences between a Building, Structure, Object, Site or District. This will help determine which category the property or structure you are interested in fits into, which is important to know before determining if it has the potential to be historic.
- c. **Section V. How to Evaluate a Property Within Its Historic Context** - The National Park Service Website states that, “To qualify for the National Register; the potentially historic property must represent a significant part of history and it must have characteristics which make it a good representative of the past.” Use the NPS guidance for [Understanding Historic Contexts](#) to determine potential historic significance.
- d. **Section VII. How to Apply the Criteria Considerations** - Some property types are generally excluded from listing on the NRHP, but there are circumstances in which these properties are considered historic. Some considerations from NPS will help you determine if your property is generally excluded and examples which highlight if that property is eligible or not eligible.
- e. **Section VIII. How to Evaluate the Integrity of a Property** - No property or structure looks exactly as it did when it was constructed or initially improved. However, the key aspects of it need to be retained for the property to retain historic integrity and therefore, their ability to convey the significance of the structure or property. The NPS provides [guidance to determine](#) if the property has maintained that integrity and thus, potential historic significance.

After working through these steps, it is very likely that you will be able to determine if the property or structure under consideration potentially has historic significance and could possibly be eligible for the NRHP.

My Property Doesn't Appear Eligible for the NRHP

In the event your property is not eligible for the NRHP, it is possible that your property could have local significance. Eligibility for a Local Historic District or a Local Historic Landmark is determined by [Cedar Rapids Municipal Code Section 18.05](#).

Evidence of integrity and eligibility can be presented to the [Cedar Rapids Historic Preservation Commission \(HPC\)](#), [State Historic Preservation Office \(SHPO\)](#) and [Cedar Rapids City Council](#). The HPC holds an initial hearing and will make a recommendation on the local historic district or landmark. If recommended for approval, SHPO reviews the research and also makes a recommendation. The City Planning Commission holds a public hearing on the matter and all recommendations and comments are then forwarded to the City Council, who will make the final determination. The following are resources which can help you research historic significance:

1. One resource to consult to help determine local significance is the [History Center](#). The History Center provides resources and assistance to research locally important persons, events and has a vast archive of local materials related to Cedar Rapids history.
2. The [Genealogical Society of Linn County Iowa](#) has information, records, photographs, books and historic periodicals to help with research related to the Cedar Rapids area.
3. The City of Cedar Rapids [Community Development Department](#) is here to help, please contact us. We can help you coordinate with the [Historic Preservation Commission](#) to assist in researching and answering questions you may have.
4. Anyone doing integrity and eligibility research can choose to enlist the help of a professional to help with research.