
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, August 11, 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 and Update – ReZone Cedar Rapids (15 minutes)

4. Action Items

a) Demolition Applications (10 minutes)

i. 714 Memorial Drive SE - *Private property*

b) Historic Sites and Markers Project (30 minutes)

5. Discussion Items

a) MOA/LOA Project Updates – (if necessary) (10 minutes)

6. Announcements

7. Adjournment

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the Community Development Department at (319) 286-5041 or email cd-plan@cedar-rapids.org as soon as possible, but no later than 48 hours before the event.

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, July 14, 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
Todd McNall
Barb Westercamp
Caitlin Hartman

Members Absent: BJ Hobart
Sam Bergus
Mark Stoffer Hunter

City Staff: Jeff Hintz, Planner
Jennifer Pratt, Community Development Director
Kevin Ciabatti, Building Services Director
Anne Kroll, Administrative Assistant

Call Meeting to Order

- Amanda McKnight Grafton called the meeting to order at 4:31 p.m.
- Seven (7) Commissioners were present with three (3) absent.

1. Public Comment

- There was no public comment.

2. Approve Meeting Minutes

- Tim Oberbroeckling made a motion to approve the minutes from June 23, 2016. Barb Westercamp seconded the motion. The motion passed unanimously.

3. Action Items

a) Demolition Applications

i. 392 26th Street SE – Private Property

- Jeff Hintz stated that this property was built in 1922. The Citywide Reconnaissance Survey recommends intensive survey of the area and the property is on the edge of this area. The owner plans to build new on site. The owner expressed to staff that renovation or rehabilitation is not economical or practical. This property is in very poor condition per the City Assessor.
- Amanda McKnight Grafton asked if photo documentation is permissible. Jeff Hintz stated that exterior documentation is allowed, but not interior; this option is only available if the Commission deems the property to be historically significant however.

- Barb Westercamp made a motion to approve the demolition of 392 26th Street SE. Bob Grafton seconded the motion. The motion passed unanimously.

b) Demolition Applications under Review

i. 360 15th Street SE – Private Property

- Amanda McKnight Grafton and Bob Grafton abstained from this item.
- Bob Grafton stated that he has a letter from a financial institution that his loan is approved.
- Jeff Hintz stated that this is the Commission's last chance to remove the hold before it expires.
- The Commission would like the property to remain on hold until it expires on July 26, 2016.

Jennifer Pratt arrived to the meeting at 4:41 p.m.

c) Certificates of Appropriateness

i. 337 17th Street SE – Replacement of 10 windows on the dwelling unit

- Jeff Hintz stated that this application is for the replacement of six (6) upstairs and four (4) main level windows and shared pictures of the property. All the windows are visible from the right-of-way and the applicant is proposing to use vinyl windows. Mr. Hintz shared the District Guidelines for historic windows and stated that staff recommends denial of the project because the windows are readily visible from right-of-way, the proposal is inconsistent with guidelines, and the proposal is inconsistent with past approvals from the Commission.
- Bob Grafton asked if the existing windows are wood. Jeff Hintz stated that he could not tell from the right-of-way and the applicant is not in attendance to ask.
- Tim Oberbroeckling made a motion to deny the Certificate of Appropriateness for 337 17th Street SE for the replacement of ten (10) windows on the dwelling unit. Todd McNall seconded the motion. The motion passed unanimously.
- Amanda McKnight Grafton asked if the Commission could provide some suggestions for the applicant for when they come back to focus on the guidelines and make sure that they have a representative when they apply again. Jeff Hintz will pass that along to the applicant.
- Barb Westercamp asked if they knew about the guidelines before they applied. Jeff Hintz stated that he worked with them and let them know what the guidelines are, but they still submitted the project with vinyl windows.
- Todd McNall noted that the applicant needs to know that the windows need to be replaced with the same size since he could see that some of the windows are big enough to be replaced with two windows.

d) Historic Rehabilitation Program

- Jeff Hintz stated that based on the Historic Preservation Plan, City staff requested an additional \$25,000 for historic preservation activities. This was approved by City Council as part of the FY17 budget (July 1, 2016 – June 30, 2017). The program will have \$25,000 as a new budget item and also the \$25,000 from the existing Paint Rebate Program (within Urban Renewal Area boundaries) to equal a total of \$50,000. Mr. Hintz discussed the program proposal, the process to apply and receive grant/loan, eligible

projects, eligible activities, and the grant/loan structure. Mr. Hintz discussed the funding options for grants/loans:

- 1) 100% grant – *highest risk of continued funding.*
 - 2) All Projects 50% grant and 50% zero interest loan – *moderate risk, some funds replenished.*
 - 3) Income based approach – *moderate risk, some funds replenished*
 - At or above 80% low-moderate income (LMI) - 0% loan
 - Below 80% LMI –grant
 - 4) 100% Loan – *maximizes future funding*
- Jeff Hintz stated that staff recommends approval of the Historic Rehabilitation Program and using the income based funding approach (option 3) because this option addresses the financial hardship issue directly and allows for some replenishment of the funding.
 - Bob Grafton asked if there would be a requirement for the homeowner to reside in the property once they receive funding. Jennifer Pratt stated that typically, how other programs are run, it would be a five (5) year period and if you sold it before then you would repay the balance.
 - Tim Oberbroeckling stated that he would like to go with grants since there will be a lot more work to do with the other options. Jennifer Pratt stated that the risk is that there is no guarantee that this money would be budgeted every year. The income based approach is also consistent with what the Historic Preservation Plan recommends with a revolving loan fund.
 - Bob Grafton stated that the income based approach is how Habitat for Humanity runs their program and without the loan portion the program would not exist. Mr. Grafton is in favor of the income based approach.
 - The Commission discussed whether or not to allow the National Districts or those eligible for further study to apply for the funding along with the Local Historic Districts. Bob Grafton stated that only funding the Local Historic Districts could be an incentive for the National Districts to get on board with becoming a Local Historic District.
 - The Commission discussed giving grants versus giving loans. Tim Oberbroeckling asked what happens if the loan is not paid. Jennifer Pratt stated that there will be a lien placed on the property and once the property is sold the money will be recouped.
 - Caitlin Hartman asked what would happen if there was money left over. Jennifer Pratt stated that if we did a funding round you would see the pool and see how many applications you have. If there is clearly money left over you can open it back up. There is potentially a mechanism to have the money roll over, but we would really work hard to spend all of the money.
 - Todd McNall stated that there are three (3) Commission members who would be eligible for these funds and asked if that would be a conflict of interest. Amanda McKnight Grafton stated that those Commissioners would recuse themselves if and when their application was being discussed; they would step out of the room and not vote on their project. Jennifer Pratt stated that there is a difference between being eligible and actually applying.
 - The Commission discussed only letting an owner occupied resident apply for the funding and not rental properties. Tim Oberbroeckling stated that landlords should still be able to apply since they are trying to keep up their property too. Jeff Hintz stated that preference will be given to owner occupied, but landlords can still apply and the Commission would decide who is allocated funding and what projects would be funded.

- Bob Grafton suggested adding un-enclosing enclosed porches and removing noncompliant fencing to the approved project list. Jeff Hintz stated he did not put fences in the program because they are not geared towards the structure. It can detract from the structure, but whether there is a fence or not is not a key element to the structure on the property. Bob Grafton stated that it should be in there for the front of the property because it detracts from the neighborhood.
- Amanda McKnight Grafton stated that she likes funding option three (3) because the income situation has been addressed, it has the ability to receive some funding back, and the Commission's comments and frustrations have also been addressed.
- Todd McNall made a motion to approve option three (3) and to include the National Districts along with the Local Historic District. Barb Westercamp seconded the motion. The motion did not pass with Bob Grafton, Tim Oberbroeckling, Caitlin Hartman, and Amanda McKnight Grafton opposing.
- Tim Oberbroeckling made a motion to approve option three (3) for only the Local Historic residential residents for the first year of the program. If the program grows or the money is not spent the National Districts can be included at a later date. Bob Grafton seconded the motion. The motion passed with Todd McNall opposing.

4. Discussion Items

a) MOA/LOA Project Updates

- Jeff Hintz stated that the final Structure Reports were sent into the State so all of the LOA requirements have been officially met. There is still excess money to be spent which will be discussed at the next meeting. Mr. Hintz spoke with the IEDA about the concept decided on last week to fund the posts and markers for the kiosk project and IEDA was in support of that.
- Amanda McKnight Grafton asked when the list of historic properties for the markers needs to be decided on. Jeff Hintz stated that it will be a discussion item at the next meeting, so it would be a good idea for the Commission to review it before then. Jennifer Pratt asked if the properties are shown on a map. Mr. Hintz will check into that. Todd McNall stated that the list has no explanation as to why these properties are historic. Mr. Hintz stated that Mark Stoffer Hunter will know that information.
- Amanda McKnight Grafton what is left open for MOA/LOA. Jeff Hintz stated that all of the obligations for the LOA are finished. The only one still open for MOA is historic sewers. Todd McNall asked if any have been found. Mr. Hintz stated that there have not to date. Bob Grafton asked about exposed brick when looking for historic sewers. Mr. Hintz stated that it is not tied to streets and only to the sewers.
- Bob Grafton asked to have exposed brick and trolley tracks on 5th Avenue SE and what happens to that on an upcoming agenda. Ron Mussman stated that he has been doing research on brick streets and some of them have fresh concrete poured into them. Brick has been torn out and the Street Department has a stock pile to put back in, but they do not seem to be doing that. Amanda McKnight Grafton asked for an update on that.

b) Knutson Update

- Jennifer Pratt stated that City Council has directed staff to move forward with the Hobart Restoration project. There were two (2) HPC representatives on the review panel. The process worked well because of the comments that were made based on the historic view of the building that was passed on to the other developer as well. Stabilization will be done first and there are many other things that will need to be done as well.

- Todd McNall stated that in the previous Hobart proposals they needed a lot of money so is that going to be a problem this time? Jennifer Pratt stated that they have requested less money this time.
- Ron Mussman stated that, in the past, when the City passes on a property that has historic eligibility that there is a preservation covenant placed on that property. Mr. Mussman wanted to make sure that is done with the Knutson Building. Jennifer Pratt stated that staff will have to take a look at that because typically the City is only involved during the Development Agreement process, which can be around ten (10) years.
- Caitlin Hartman asked if the Knutson Building will be used for accommodating the amphitheater. Jennifer Pratt stated that is part of a bigger issue. There are some immediate needs for the amphitheater where staff is looking for more permanent restrooms and especially until the levee gets built is not really conducive to having immediate needs. There has been some confusion on what could be accommodated in the Knutson Building. It is a fairly long distance for people to be using restrooms that are attending the concerts. There are multiple issues here which also include storage. The City will do a study to find out the highest and best long term use. If it makes sense for the City to use the first floor of the Knutson Building then staff will look at those opportunities.
- Barb Westercamp asked if the City is doing the stabilization. Jennifer Pratt stated that the City will agree to an upfront cost that the City will be putting in. The request is for \$367,000.
- Bob Grafton wanted to make the Commission aware that the project has two (2) phases. Jennifer Pratt stated that stabilization is the immediate issue then phase one (1) is the full restoration of the building and then the next phase is a new building between the Knutson Building and the Mott Building.

5. Announcements

- There were no announcements.

6. Adjournment

- Barb Westercamp 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 II
Community Development



Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: August 11, 2016

Property Location: 714 Memorial Drive SE

Property Owner/Representative: Mark Chipokas

Owner Number(s):(319)431-7070 **Demolition Contact:** Kenway Excavating (319)366-3667

Year Built: 1912

Description of Agenda Item: Demolition Application COA Other

Background and Previous HPC Action: The City Assessor information indicated the structure to be in “very poor” condition. At 592 square feet, it is one of the smaller homes in the area. The owner of the property has indicated the repairs necessary to the dwelling are not economical to complete.

The current owner plans to build new on the site, which also includes the adjacent lot to the south. The house is assessed at \$22,000 in value, which correlates with the “very poor” condition noted by the City Assessor.

City Assessor Information on the parcel:

<http://cedarrapids.iowaassessors.com/parcel.php?parcel=142345601300000>

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 State Historic Preservation Office has reviewed and concurred with the survey, finding the property and general area not recommended for further study.

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, a rehab is not economically feasible and structure is a poor candidate for local landmarking.



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

To: Historic Preservation Commission (HPC) Members
From: Jeff Hintz, Planner II
Subject: Historic Sites Project
Date: August 11, 2016

Background: At the June 23, 2016 meeting, Nic Roberts, Information Technology Director for the City presented a concept of a walking tour using historic sites to the Commission. This type of project utilizing markers to link users to a webpage and map can be updated as new information is developed or sites are added; this allows the content to be current without the costs associated with having to replace text on physical markers. The proposal also allows for information to be gleaned about each stop, from the convenience of a computer or mobile device.

Historic Preservation Plan Guidance: The [Historic Preservation Plan](#) identifies 11 goals outlining the vision for preservation, policies which provide direction to achieve the goals, and several implementable initiatives within each policy that will help to accomplish each goal. Goal 9 is titled “Public Appreciation of Cedar Rapids’ Diverse History and Its Historic Resources.” Policy 9.1 is to “Provide tools to educate the public regarding Cedar Rapids’ history and resources.” Initiative 9.1b within this Policy is to “Develop a formal Heritage tourism Program.” The Initiative Matrix indicates that implementation of this initiative should begin within 2 to 3 years of plan adoption. Specific details for 9.1b can be found on page 32-33 of the plan document:

“As Cedar Rapids initiates a heritage tourism industry in the City, it will need to closely coordinate physical improvements with planning for events that visitors will enjoy as part of a complete experience. This requires a clear understanding of the assets that are available and the needs for improvements that are required before a major heritage tourism initiative can succeed. It also will require careful development of venues, events and other cultural engagements that contribute to the visitor experience. Authenticity is paramount. The experience should be one that is honest in the story it tells. A plan should be developed to implement the heritage tourism program.”

Components of a Heritage Tourism Program: Given the guidance in the Historic Preservation Plan, the historic sites list and markers are not the entirety of the program. There are recommended components of the program on page 33 of the Historic Preservation Plan. The site markers and electronic information fall under the interpretation component of the program.

The various components all work together to create a cohesive program which will fulfill the intent of the initiative within the plan. One very important component is implementation and specifically funding.

Funding: While this program was not contemplated when the Letter of Agreement (LOA) was developed after the flood in 2008, the Commission did decide to allocate some leftover educational funding from the LOA towards this project at the June 23, 2016 meeting. This funding does need to be spent prior to November of 2016 or the funding source will no longer be available. The Iowa Economic Development authority (IEDA) has approved the general direction and program for these markers and authorized staff to use the funds as HPC desires to order on-site marker devices.

HPC Role: Attached to this memo is an initial list of historic sites within the community; this same list was also sent to Commissioners earlier in July. This list was provided by Nic Roberts and developed in conjunction with HPC member Mark Stoffer Hunter and is meant for discussion and edits by the HPC during the next meeting. City staff will help facilitate a discussion with the Commission to go through this list so there is a starting point to work from; there will also be a map of the sites for the discussion.

Recommendation: Community Development Staff recommends ordering the posts and finalizing a historic sites list.

Next Steps: Move forward with process to order posts and finalize an initial historic sites list.

Attachments: List of potential historic sites, sorted by quadrant.

NE Quadrant

- 400 2nd St. NE Quaker Oats
- C Ave. & 7th St. NE Magnus Brewery
- 1220 1st Ave. NE Coe College
- 800 1st Ave. NE
- 1508 1st Ave. NE
- 318 14th St. NE
- 1757 D Ave. NE
- 2900 1st Ave. NE
- 1725 Center Point Road NE
- Garfield School Maplewood Dr. NE
- J Ave. & Center Point Rd. NE Green Gable
- 1700 B Ave. NE church
- 3224 1st Ave. NE
- C Ave. & 35th St. NE
- Lindale Mall
- Planet X/Plaza Theatre at Lindale Mall
- Rockwell Collins C Ave. & Eastern Ave. NE
- Mt. Mercy 1330 Elmhurst NE
- St. Matthews 24th St. & 1st Ave. NE
- Kapstone Blairs Ferry Rd. NE
- 1600 E Ave. NE
- 1602 1st Ave. NE
- City Water Plant J Ave. NE
- Grace Church 525 A Ave. NE
- 616 A Ave. NE
- 501 A Ave. NE Greek
- A Ave. NE old St. Luke's Hospital
- Tic Toc E Ave. & 17th St. NE

SE Quadrant

- 411 1st Ave. SE
- 813 1st Ave. SE Masonic
- 845 1st Ave. SE
- 1200 2nd Ave. SE
- 1214 & 1216 2nd Ave. SE
- 1236 2nd Ave. SE
- 512 6th St. SE church
- 1120 2nd Ave. SE
- 1340 3rd Ave. SE
- 1400 2nd Ave. SE
- 1245 3rd Ave. SE Mamie Eisenhower house
- 2901 1st Ave. SE
- 32nd St. & 1st Ave. SE entire block Kenwood
- CR Country Club 27th St. Dr. SE
- 3117 1st Ave. SE
- 800 2nd Ave. SE

- 857 3rd Ave. SE
- 610 10th St. SE McKinley
- Oak Hill Cemetery Mt. Vernon Rd. & 15th St. SE
- 2000 Mt. Vernon Rd. SE old Buchanan
- Armstrong house Forest Dr. & Blake Blvd. SE
- 17th St. & Washington Ave. SE church
- 1st Presbyterian 300 5th St. SE
- 318 5th St. SE
- 523 6th Ave. SE
- 631 9th Ave. SE church
- 1100 7th St. SE
- 925 3rd St. SE Czech School
- 9th St. & Hull Ave. SE
- 1220 5th St. SE St. Wenc.
- 1202 10th St. SE
- 1317 3rd St. SE Little Bo
- Town & Country 3600 block 1st Ave. SE
- 215 16th Ave. SE Ideal Theatre
- 1202 3rd St. SE ZCBJ
- 624 12th Ave. SE
- 616 10 th Ave. SE house
- 716 5th Ave. SE
- 821 3rd Ave. SE
- 101 1st St. SE
- 123 3rd Ave. SE Paramount
- 314/316 3rd Ave. SE World
- 325 3rd Ave. SE Dragon
- 427 2nd Ave. SE

SW Quadrant

- 310 2nd Ave. SW Linn Co. Sherrif
- 346 2nd Ave. SW Grant High School
- 621 1st Ave. SW Maid Rite
- 528 2nd Ave. SW
- 3rd Ave. & 6th St. SW church
- 835 3rd Ave. SW old Neighborhood Tap
- 8th Ave. & L St. SW church
- 201 3rd Ave. SW
- 219-221 3rd Ave. SW
- 620 & 626 1st St. SW
- 525 Valor Way SW
- 42 7th Ave. SW Mott
- Ingredion/Penford 1001 1st St. SW
- Linn County Jean Oxley Bldg. 2nd St. SW & 10th Ave. SW
- Wilson School J St. & Wilson Ave. SW
- 100 16th Ave. SW
- C St. & 18th Ave. SW old gas station

- Linwood Cemetery Wilson Ave. & 6th St. SW
- 912 18th Ave. SW Lincoln School
- Hawkeye Downs 4400 6th St. SW
- 180 14th Ave. SW
- 402-404 6th St. SW
- 254 Outlook Dr. SW Grant School 1961

NW Quadrant

- 500 1st Ave. NW St. Patrick's church
- 423 5th St. NW old fire station
- E Ave. & Ellis Blvd. NW Hosmer
- 615 K Ave. NW
- Ellis Blvd. & Q Ave. NW Pierson's
- 1211 Ellis Blvd. NW Flamingo
- 1310 11th St. NW Harrison School
- Mother Mosque 9th St. & M Ave. NW
- G Ave. & Ellis Blvd. NW Ellis Lofts
- old Chandler Pump B Ave. & 8th St. NW
- 1208 1st Ave. NW
- Kingston Hill 12th St. & A Ave. NW
- Baumhoefner's Wiley Blvd. & Johnson Ave. NW
- old Twin Towers 3300 Johnson Ave. NW
- Hoover School 4141 Johnson Ave. NW
- Roosevelt School 300 13th St. NW
- E Ave. & 11th St. NW old Fillmore School/Linn County
- 1124 1st st. NW Hubbard Ice