

<p style="text-align: center;"><b>MINUTES</b> <b>HISTORIC PRESERVATION COMMISSION REGULAR MEETING,</b> <b>Thursday, May 26, 2016 @ 4:30 p.m.</b> <b>Training Room, City Hall, 101 First Street SE</b></p>
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Members Present: Amanda McKnight-Grafton Chair  
Bob Grafton  
Ron Mussman  
Tim Oberbroeckling  
Caitlin Hartman  
Barb Westercamp  
Sam Bergus  
Mark Stoffer Hunter  
BJ Hobart

Members Absent: Todd McNall  
Pat Cargin

City Staff: Jeff Hintz, Planner  
Jennifer Pratt, Community Development Director  
Rob Davis, Flood Control Program Manager  
Anne Kroll, Administrative Assistant

**Call Meeting to Order**

- Amanda McKnight Grafton called the meeting to order at 4:30 p.m.
- Nine (9) Commissioners were present with two (2) absent.

**1. Public Comment**

- There was no public comment.

**2. Approve Meeting Minutes**

- Mark Stoffer Hunter noted that for number four (4), Beaver House should be Brewer House.
- Barb Westercamp made a motion to approve the minutes from May 12, 2016 as amended. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

**3. Presentations**

**a) Flood Control System Update**

- Rob Davis presented on Historic Preservation and the Flood Control System and shared the Section 106 process, history, and why it applies to this project. Mr. Davis also shared the details of the Programmatic Agreement including the City's efforts, the HPC's efforts, and the sites potentially affected under the agreement. Mr. Davis shared levee maps at NewBo and the former Sinclair site and the status with SHPO.

- Mark Stoffer Hunter expressed concern for the Czech School. Rob Davis stated that the Czech School would not be affected.
- Ron Mussman asked that the HPC be added as a signatory. Rob Davis will make the addition.
- Ron Mussman stated that he has not received the May 24, 2016 document and would like to see it. Rob Davis stated that he has not yet seen it because it went from SHPO to the Army Corps, but he will forward the document once it is received.
- Ron Mussman stated that he would like to be made aware of the area of potential effects on the east side and the properties in that area.
- Mark Stoffer Hunter asked if there is an impact on the two (2) residential properties on 2<sup>nd</sup> Street across the alley from the African American Museum. Rob Davis stated that the alley will not connect anymore so a possible removal of pavement could happen, but nothing will happen to the residential properties.
- BJ Hobart asked if the retaining ponds and their location are mandated. Jennifer Pratt stated that these are not the final design. Rob Davis stated that these are schematic and, no, it is the volume that is needed.
- Jennifer Pratt stated that any materials to review will be placed on the agenda as they are received.

Item 4bi was considered next to accommodate the applicant in attendance.

#### **4. Action Items**

##### **b) Certificate of Appropriateness**

###### **i. 1826 2<sup>nd</sup> Avenue SE – installation of fence**

- Jeff Hintz stated that the installation is in the rear of the property and shared pictures of property, the site plan, and the district guidelines for fences. Staff recommends approval as submitted because it is consistent with guidelines, it compliments and matches existing fences, it does not alter or impact any defining feature on the structure, it is not connected to the structure and is an easily reversible change, and it helps to keep the property updated and in use. The Commission has the option to approve with modifications agreeable to the applicant, deny the application, or defer to a future meeting.
- Greg Olson, the applicant, shared details of the height, material, and ornamentation of the new fence. The new fence will connect to the existing fence.
- Tim Oberbroeckling made a motion to approve the Certificate of Appropriateness for the installation of a fence at 1826 2<sup>nd</sup> Avenue SE. Sam Bergus seconded the motion. The motion passed unanimously.

##### **a) Demolition Applications**

###### **i. 360 15<sup>th</sup> Street SE**

- Amanda McKnight Grafton and Bob Grafton abstained from this item.
- Sam Bergus clarified that he sits on the Board of the Affordable Housing Network, Inc. (AHNI), but it is not something he is compensated for, so he does not need to abstain from voting and discussion.
- Jeff Hintz stated that this property was built in 1900 and is not eligible according to the 1995 Iowa Site Inventory Form and the 2006 Architectural History Survey and update. Staff recommends immediate release. This property was reviewed with the HPC in 2014 and because of conversion and renovation costs it would be too expensive to update the house. The owner does not want the property to sit and deteriorate further. Mr. Hintz spoke with the Executive Director of AHNI and they are working with an individual on

the Commission to purchase the property. The purchase offer has been extended until the middle of June, so AHNI will not do anything to the property until that date. Mr. Hintz shared the definition of historic significance and the demolition review process.

- Mark Stoffer Hunter stated that this house may not fit some of the criteria looked at for historic significance, but it is adjacent to the 2<sup>nd</sup> and 3<sup>rd</sup> Avenue historic district. Mr. Stoffer Hunter shared the history of the home.
- Jeff Hintz stated that Bob Grafton is the Commissioner who plans to purchase the home and revert it back to single family. AHNI does hope that the sale goes through, so that they do not have to demolish the house.
- Tim Oberbroeckling asked if there are plans if the house is demolished. Jeff Hintz stated that AHNI indicated that there were no plans for the lot at this time.
- Tim Oberbroeckling asked if this could be tabled until we find out if the purchase goes through. Jeff Hintz stated that a decision has to be made within fifteen (15) days of the application. AHNI did indicate that they would not do anything with it until after the middle of June deadline for the purchase agreement.
- Tim Oberbroeckling asked if the inside is viable and can be saved. Mark Stoffer Hunter stated that he has been inside and it is workable.
- Tim Oberbroeckling made a motion to place a 60 day hold on the demolition of 360 15<sup>th</sup> Avenue at least until the purchase goes through because it is one of the first constructed houses on 15<sup>th</sup> Avenue and is adjacent to the 2<sup>nd</sup> and 3<sup>rd</sup> Avenue historic district. BJ Hobart seconded the motion. The motion passed unanimously. The Commission will review this hold at the June 9, 2016 meeting.
- The Commission agrees that the house should have signage that shows that it is for sale in case the current purchase agreement falls through.

## **5. Discussion Items**

### **a) Historic Preservation Plan Initiative 10.2.a**

- Jeff Hintz reviewed the Historic Preservation Plan Initiative 10.2.a to establish a self-test tool for historic significance. The self-test directs users to the GIS viewer of historic properties to see what currently exists, helps users to determine building age using the City Assessor summary and maps, and it walks users through NPS Bulletin on the application of NRHP Criteria. This tool, in the form of a document, would be placed on the HPC page for users to access. The initiative refers only to buildings, but the self-test tool could be applied to objects, events, or people locally and at the national level.
- Amanda McKnight Grafton asked that staff do a press release as well as let people know about this tool through Facebook, Twitter, and an email blast. Jennifer Pratt suggested that staff add a link to this tool on the City's home page under the "I want to..." section.

### **b) MOA/LOA Project Updates**

- Jeff Hintz stated that the Structure Reports are still under review by the State. The owners of the White Elephant will make use of the draft report as best as possible and that will be sited as part of their tax credits. The final drafts will be shared with the Commission.
- Amanda McKnight Grafton asked if staff checked to see if the additional funding from the showcase could be used beyond May to do bus tours. Jeff Hintz stated that the IEDA said that it could be used after May but before the November 2016 deadline. Jennifer Pratt stated that the bus tours should be completed by October so that all invoices associated with it can be paid and completed by November 2016.

- Jeff Hintz stated that staff has reached out to the Zoning Code consultants to see if they knew someone who could talk about historic preservation and the form-based code. Staff will share with the Commission to see if there is interest for a future meeting.

**c) Knutson Update**

- Jennifer Pratt stated that staff is waiting for proposals to come in before the end of June deadline and there was a good turnout at the informational meeting.

BJ Hobart left the meeting at 5:38 p.m.

**6. Announcements**

- Ron Mussman asked if the grant deadlines are fixed for the surveys and if they should be on our radar so that they are not forgotten. Amanda McKnight Grafton asked that staff look for dates for grant application openings and deadlines.
- Jeff Hintz wanted to make the Commission aware of a possible upcoming demolition at 3010 Johnson Avenue NW. The applicant will not apply for a permit for another six (6) - nine (9) months and is willing to do photo documentation.

**7. Adjournment**

- Barb Westercamp made a motion to adjourn the meeting at 5:42 p.m. Sam Bergus seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II  
Community Development

## Historic Preservation & Flood Control System

Presented by Rob Davis, Flood Control Program Manager  
May 26, 2016

## Section 106 – Process and History

- Section 106 of the National Historic Preservation Act of 1966.
- Requires Federal agencies to take into account impacts on historic properties.
- Allows reasonable opportunity to comment by Advisory Council on Historic Preservation/State Historic Preservation Officer (SHPO).
- Outlines agreed-upon measures on how to avoid, minimize, or mitigate adverse effects on historic properties.

## Section 106 – Why it Applies

- Required on any Federal action (i.e. funding, permits, etc.).
- Federal funding applies to East Side:
  - Army Corps of Engineers Feasibility Study (2010) determined East Side has independent utility of the West Side of the river.
  - Sinclair Levee is being funded using CDBG funding and requires Federal permitting.
- The City has submitted required information to Iowa State Historic Preservation Officers and awaits response.

## Programmatic Agreement

- Entered into after the Army Corps of Engineers and the City determined Flood Control System may overlap with National Register of Historic Places.
- Addresses Section 106 Consultation
- The agreement outlines how we can best protect our significant historic properties during construction of the Flood Control System.
- Signed by Army Corps of Engineers, City of Cedar Rapids, and State Historic Preservation Office.

## City's Efforts in the Agreement

- Plan for phased construction.
- Outline responsibilities for the City and Army Corps of Engineers.
- Identify proper data recovery and documentation plan.
- Identify the role of the Advisory Council on Historic Preservation (ACHP).

"State Historic Preservation Officers shall comment on all activities designated for its review in a timely and efficient manner and in accordance with procedures outlined."

## Historic Preservation Commission's Efforts in the Agreement

### Signatory to Programmatic Agreement

- Receive copies of reports and information from investigations performed under the agreement.
- Provide support of the objectives of the agreement.
  - Review reports
  - Provide feedback

### Sites Potentially Effected Under Agreement

Phase 1 and Phase 2 Archaeological surveys have narrowed the area of potential effect on historical properties to three sites on east side:

- Just outside of Tree of Five Seasons Park (No Impact)
- Along the riverfront from 9<sup>th</sup> Avenue to 16<sup>th</sup> Avenue
- Along the riverfront from 16<sup>th</sup> Avenue to the upstream boundary of the former Sinclair Packing Plant



### Status with SHPO

#### March 2016

- Executed Lead Federal Agency Agreement between USACE and City of Cedar Rapids
- USACE initiated formal consultation with SHPO on Sinclair Levee site.

#### April 2016

- SHPO request additional information defining Area of Potential Effect (APE).

#### May 2016

- Additional information submitted to SHPO regarding APE and data recovery plans for mitigation of the identified sites – Sinclair Levee
- USACE initiated formal consultation on Parking Lot 44 Pump Station Site

#### May 24, 2016

- SHPO Clearance of Sinclair Levee site, 13LN1035

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## Historic Preservation Commission

### May 26, 2016

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## Demolition Review

### 360 15<sup>th</sup> Street SE

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## 360 15<sup>th</sup> Street SE

- Built 1900
- Not Eligible
  - 1995 Iowa Site Inventory Form
  - 2006 Architectural History Survey and update
- Immediate release



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## 360 15<sup>th</sup> Street SE

- Previewed with HPC on 08/14/14
  - Conversion costs
  - Renovation costs
- Owner does not want the property to sit, deteriorating further





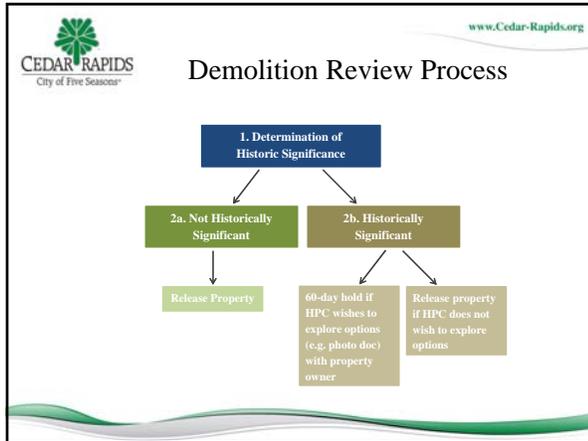
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## Historic Significance

Defined by 18.02 (1) – **Historically significant building:** A principal building determined to be fifty (50) years old or older, and;

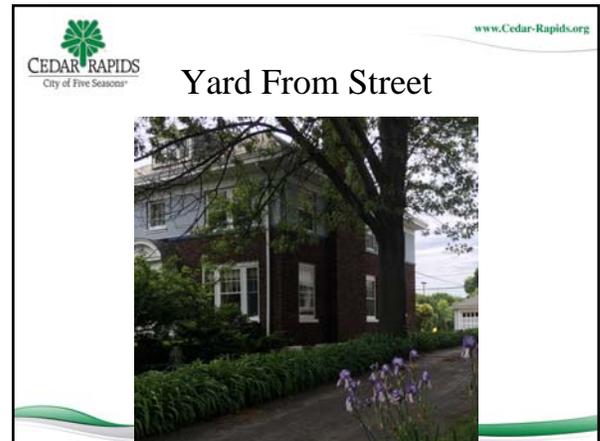
1. The building is associated with any significant historic events;
2. The building is associated with any significant lives of persons;
3. The building signifies distinctive architectural character/era;
4. The building is associated with the lives of persons significant in our past;
5. The building is archeologically significant.”



**COA: 1826 2<sup>nd</sup> Avenue SE**

**Project Description**

- Installation of a privacy fence in the rear yard of the property.



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## District Guidelines – Fences

<p><b>Recommended:</b></p> <ul style="list-style-type: none"> <li>• Wooden picket fence</li> <li>• Opaque privacy fence</li> <li>• Maximum of 6 feet high in the rear and side yards</li> <li>• Maximum of 3 feet high in the front yards</li> </ul>	<p><b>Not Recommended:</b></p> <ul style="list-style-type: none"> <li>• Chain link fence</li> <li>• Metal fence</li> </ul>
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## Recommendation

Staff recommends approval as submitted

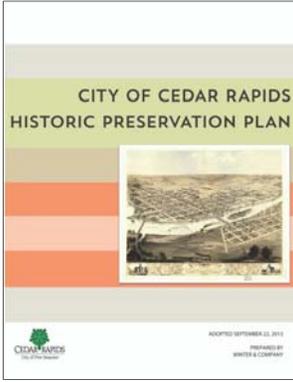
- Consistent with guidelines;
- Compliments and matches existing fences;
- Does not alter or impact any defining feature on the structure;
- Not connected to the structure, easily reversible change;
- Helps to keep the property updated and in use.

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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 Plan Initiative 10.2.a  
Establish a Self-Test tool for Historic Significance

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## Goal 10

Practical education programs support historic preservation.

- Policy 10.2: Expand the use of web-based preservation tools.
  - Initiative a: Establish a “Self-Test” tool for historic significance.

“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.”

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## Self Test

Answers the question: Does this property potentially have historic significance?

1. Directs users to GIS viewer of Historic properties to see what currently exists.
2. Helps users to determine building age using City Assessor summary and maps.
3. Walks users though NPS Bulletin on application of NRHP Criteria.



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## Self Test

- Section II. Criteria for Evaluation
- Section IV. How to Define Categories of Historic Properties
- Section V. How to Evaluate a Property Within Its Historic Context
- Section VII. How to Apply the Criteria Considerations
- Section VIII. How to Evaluate the Integrity of a Property



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## Self Test

At this point, it is very likely one would be able to determine if the property potentially has significance and possible eligibility for the National Register of Historic Places.

Also a section about my property doesn't appear eligible for the NRHP.



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## Self Test

- Outlines the process for Local Historic District of Landmark, Code Section 18.05
- Brief discussion of the process for local designation
- Outlines resources to help research local significance
  - History Center, Genealogical Society of Linn County, HPC and Community Development



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## Self Test

This tool, in the form of a document, would be placed on the HPC page for users to access.

The initiative refers only to buildings, but the self-test tool could be applied to objects, events or people locally and at the national level.