

MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, August 25, 2016 @ 4:30 p.m.
Collins Conference Room, City Hall, 101 First Street SE

Members Present: Amanda McKnight-Grafton Chair
Bob Grafton
Ron Mussman
Tim Oberbroeckling
Sam Bergus
Mark Stoffer Hunter
Todd McNall
Barb Westercamp

Members Absent: BJ Hobart
Caitlin Hartman

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 4:32 p.m.
- Eight (8) Commissioners were present with two (2) absent.

1. Public Comment

- There was no public comment.

2. Approve Meeting Minutes

- Tim Oberbroeckling made a motion to approve the minutes from August 11, 2016. Todd McNall seconded the motion. The motion passed unanimously.

Items 3bi and 3ci were considered next to accommodate guests' schedules.

3. Action Items

b) Certificates of Appropriateness

i. 1714 3rd Avenue SE – Removal of Secondary Chimney Above Roofline

- Jeff Hintz stated that this is a request to remove a secondary chimney that is not in use. The reason for the request is that the applicant would like to reroof the house next year and since there is no purpose for this chimney he would like to remove it so it does not cause any problems. Mr. Hintz displayed the Guideline recommendations for chimneys. Staff recommends approval of the project because the defining features on the house will not be altered or impacted by the project, this is not the only chimney on the house, the

home retains all defining features, the change keeps the structure in use and functioning, and the home fits harmoniously with others in the area. Jeff Hintz noted that if this were the only chimney on the house staff would not recommend approval. The Commission has the option for alternative actions to approve with modifications agreeable to the applicant, deny the application, or request additional information.

- Andy Pace, the applicant, stated that this secondary chimney is a possible future problem that he would like to eliminate when putting on a new roof. Prior to his owning the home there were problems with this chimney leaking and he has stopped it for now, but the leaking could reoccur in the future. Since it is not working, it makes sense to remove it.
- Tim Oberbroeckling asked if it is a standard chimney or if it has any unique detail. Mr. Pace stated that it is standard and the same brick as the house and was most likely for a stove in the kitchen.
- Bob Grafton asked if it is hooked up to the water heater or furnace. Mr. Pace stated that the other chimney is hooked up to the water heater and the furnace.
- Tim Oberbroeckling asked if this chimney is original to the house. Mr. Pace suspects that it is.
- Barb Westercamp made a motion to approve the removal of the secondary chimney above the roofline at 1714 3rd Avenue SE. Sam Bergus seconded the motion. The motion passed with Tim Oberbroeckling opposing.

c) National Register Nominations

i. 430 16th Avenue SW - Iowa Highway Commission, District 6 Building.

- Jeff Hintz stated that the nomination is being pursued by the property owner. The documentation information indicates Criteria A is applicable which is that the property is associated with events that have made a significant contribution to the broad patterns of our history. Staff recommends that the HPC concur with the National Register of Historic Places (NRHP) documentation that Criteria A is the most appropriate for this property and recommend to City Council and SHPO that the structure be added to NRHP.
- Jennifer Pfab, the applicant, stated that they purchased the building with the purpose of renovating it for a daycare. It was not a cumbersome project and was easy to keep all of the existing detail intact.
- Amanda McKnight Grafton asked what materials the windows are made out of if they are original. Ms. Pfab stated that they are metal and have been painted. There are no plans for the windows because they are in good shape.
- Tim Oberbroeckling asked if they receive the National listing would they consider applying to be a Local Landmark. Ms. Pfab stated that they would look into it.
- Mark Stoffer Hunter stated that there was a black rectangle over the door that has since been removed. Now in that area, carved in stone, it says Iowa Highway Commission. Will that be retained? Ms. Pfab stated that it will be retained and there is a concrete sign in the front lawn that will have the name of the daycare.
- Tim Oberbroeckling made a motion to approve the National Register nomination for the Iowa Highway Commission District 6 Building under Criteria A and recommend to the City Council and SHPO that the structure be added to the NRHP. Todd McNall seconded the motion. The motion passed unanimously.
- Tim Oberbroeckling strongly encouraged Ms. Pfab to apply for the building to become a Local Landmark because this will allow extra protection and it will be eligible for local monies.

- Mark Stoffer Hunter stated that he is pleased to see this application because there are not a lot of buildings in this area of Cedar Rapids on the National Register and that this building was built in a great time period.

a) Demolition Applications

i. 602 18th Avenue SW – Private Property

- Jeff Hintz stated that this property was built in 1905 and the area is not recommended for further study. An intensive survey was done in 2008 and the property is not eligible. Staff recommends immediate release. Rehabilitation is not economical as the property is below normal condition per the City Assessor. There are no plans for the property at this time, so it will be backfilled and seeded.
- Mark Stoffer Hunter stated that he did some research and found no historic persons associated with the house. The house was shifted a few feet to the left at one time and has a typical design to other homes from that time period.
- Tim Oberbroeckling made a motion to approve the demolition at 602 18th Avenue SW. Sam Bergus seconded the motion. The motion passed unanimously.

ii. 1004 11th Street NE – Private Property

- Bob Grafton noted that the cover sheet has the wrong address listed and 1004 is the correct address. Jeff Hintz stated that the agenda has the correct address listed.
- Jeff Hintz stated that this property was built in 1918 and is in an area not recommended for further study. Staff recommends immediate release. This property is zoned industrial and reuse is not feasible as a shop building. There are plans for the land as there is a shop next door that is successful and they are looking to demolish this home and build a bigger shop. Mr. Hintz reviewed historic significance and the demolition review process. Photo documentation is allowable.
- Mark Stoffer Hunter would like the opportunity to do photo documentation within the next week.
- Barb Westercamp made a motion to approve the demolition at 1004 11th Street NE. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

4. Discussion Items

a) Update to Chapter 18 Ordinance

- Anne Russett stated that since the March HPC meeting, staff commenced work on the draft ordinance, completed meetings with key stakeholder groups, held a workshop to obtain additional input from members of the public, and held three (3) meetings of the HPC Chapter 18 sub-committee. At the August meeting, the sub-committee recommended moving forward with specific changes to the ordinance. Anne Russett discussed the following key issues:
 - COA/CNME Process
 - Added general criteria for the review of COAs and CNMEs
 - Identifies specific types of projects that are not subject to a CNME (e.g. additions, new construction)
 - Added language that aims to help preservation of architectural detailing
 - Require complete applications, which includes support materials
 - Demolition Process
 - Primary structures
 - No changes to current process; HPC to review all proposed demos of primary structures 50 years+

- Accessory structures
 - Added a review to include summer kitchens, barns, and greenhouses built in 1943 or before
 - Added a review for accessory structures located within a NRHP-listed district or landmark
 - Adding language for the review of carriage houses
 - Façade Structure Modifications
 - Proposing a process to review modifications to primary structure facades in NRHP-listed districts and landmarks
 - Demolition by Neglect
 - Addressed through the City’s Housing and Building codes
 - Local Designation Process
 - Increased requirement for property owner signatures from 51% to 60%
- Anne Russett shared the next steps for adoption of Chapter 18.
- Amanda McKnight Grafton asked that HPC have plenty of notice for the dates of the Development Committee and City Council meetings so that HPC representatives can be there to answer questions and show support. Anne Kroll stated that the Development Committee meeting is October 19, 2016. Jennifer Pratt stated that it is a good idea to have an HPC member giving the presentation with staff and that has worked well in the past.
- Ann Poe asked about carriage houses and garages and if there is anything in an ordinance that would allow a historic barn that has a second floor to be built into a garlow. Anne Russett stated that would be the Zoning Code (Chapter 32), which staff is in the process of updating, and staff is going to be updating that to see if there are places in the City where second units would be allowed. Currently, that would not be permitted given the current zoning more than likely.
- Bob Grafton wanted to make sure that the current Historic Districts were protected from SHPO’s recommendation of 60% signatures instead of the 51% that was required previously. Anne Russett stated that all of these changes will only apply after it is adopted, to future districts, so it will not affect the current districts.
- Sam Bergus asked why the year 1943 was picked for the added review of accessory structures. Mark Stoffer Hunter stated that 1942 was the last year building permits were allowed until after the war. Before 1943 there are ornamental details that were put on garages that did not happen after the war.

b) MOA/LOA Project Updates

- Anne Russett stated that the Commission would like to do another window workshop and have it videotaped with some of the left over LOA funding. Staff asked Ryan Prochaska about teaching the workshop and he thought it would be a good idea to break up the workshop into multiple videos based on topic. Mr. Prochaska put together a proposal of the shorter videos that way if someone has a question on a specific topic they can pick out the video instead of trying to find it in one large video.
- Amanda McKnight Grafton knows someone else who is interested in doing the window workshop and will find out more details. Anne Russett asked that staff get that information as soon as possible so that a decision can be made.
- Todd McNall asked how the videos would be made available. Anne Russett stated that they would be on the City’s website.
- Jeff Hintz stated that staff hopes to have the HPC finalize the list of historic sites for the markers and posts at the next meeting. Todd McNall would like to have an explanation

for why the sites were picked. Jeff Hintz stated that staff hopes to have that information for the next meeting with Mark Stoffer Hunter's help.

- Jeff Hintz stated that the date for the bus tours will be October 1, 2016. The bus service that was used for the showcase is booked for this date, so staff is looking into other companies.

5. Announcements

- Bob Grafton thanked staff for organizing the field trip to the archeological site by the African American Museum.
- Todd McNall stated that through Main Street Iowa there are Challenge Grant Nominations out which is a grant through the State of Iowa for between \$15,000 and \$75,000. Each Main Street District gets to submit one application and the one that the Czech Village NewBo Main Street submitted was for the White Elephant Building.

6. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 5:18 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development