

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR SESSION**  
5:30 p.m.  
Thursday, June 16, 2022  
City Council Chambers, Historic Federal Building

**Commissioners Present:** Chairperson Bill Doyle; Commissioners Melissa Daykin Cassill, Thea Dement, Janice Esser, Tim Gau, Alec Gustafson, Christina Monk and Rick Stuter

**Commissioners Excused:** None

**Commissioners Unexcused:** John McAndrews

**Staff Members Present:** Wally Wernimont and Chris Happ Olson.

**CALL TO ORDER:** The meeting was called to order by Chairperson Doyle at 5:30 p.m.

**MINUTES:** Motion by Dement, seconded by Monk, to approve the minutes of the April 21, 2022 meeting as submitted. Motion carried by the following vote: Aye – Daykin Cassill, Dement, Esser, Gau, Gustafson, Monk, Stuter and Doyle; Nay – none.

**ACTION ITEMS:**

**DEMOLITION REQUEST**

Applicant: Mike Stickley  
Owner: Jeff Burds  
Address: 99 Main Street – rear section only  
Project: Demolish rear/west half of building  
District: Downtown Neighborhood Conservation District

Staff Member Happ Olson presented the staff report noting the property is located in the Downtown Commercial Conservation District and located just outside of the Old Main Historic District. She noted the Commission will review demolition only and not design review. She noted the history of the property, being a 19<sup>th</sup> Century livery that is older than the front 20<sup>th</sup> Century commercial structure fronting Main Street, and was unusual in its intactness in the downtown. She referred to photos of the site and location to adjacent properties, outlined in the staff report. She explained the structure used to be sided which has now been removed by the owner, showing the brick structure. She reviewed the Sanborn Fire Insurance Maps, Perspective Maps and Clayton Fraser's Historical Documentation (HABS Survey) of the property.

She discussed the role of the commission for reviewing of the demolition permit.

Mike Stickley, Architect, noted he was approached by Gronen and the owner to look at the building. He said they worked with Rachel Zimmer, Structural Engineer, to investigate the structure with an intention of rehabilitation. He said the deficiency with the building including the brick condition and roof structure. He described the process in which they examined the use of tax credits to try to make rehabilitation viable, but could not find a solution. He said the building would need to be reconstructed. He said the building will be deconstructed from the roof down. He said that they would reconstruct the wall. He indicated that the engineer found the building to be beyond repair. He noted the historic integrity would be lost with deconstruction. He said the clients would be looking at putting a building back that would be historically sympathetic to the deconstructed building.

Commissioner Gustafson asked if the eastern building would remain. Mr. Stickley said the building would remain.

Chairperson Doyle noted the property owner has looked into Historic Tax Credits and said that Heritage Works, whom he works for, had been a part of the investigation, with a goal of saving the structure.

Discussion among Commissioners about the survey work and two properties continued. Happ Olson noted the building is not included in the Old Main Historic District.

Commissioner Dement asked if they were determining if the building is contributing or not. Happ Olson replied that yes, that task is what the Commission is charged with for review of a demolition permit. Dement asked what happens if it is denied and Happ Olson noted the next step would be Certificate of Economic Non-Viability. Mr. Stickley note he was not yet prepared to complete that application.

The Commission discussed what information they should use to make a determination. Happ Olson and explained the HPC is charged with using the survey information, and noted that the previous survey information is still relevant.

The Commission further discussed the process. Mr. Stickley then made a request for the Commission to table his application for demolition until he could come back at the next meeting with an Economic Non-Viability Certificate application.

Motion to table the application at applicant request for the rear section of 99 Main Street, per the owner's request.

**DEMOLITION REQUEST:** Motion by Monk, seconded by Daykin Cassill, to table the application until the next meeting. Motion carried by the following vote: Aye – Daykin Cassill, Dement, Esser, Gau, Gustafson, Monk, Stuter and Doyle; Nay – none.

**ITEMS FROM PUBLIC:** None

**ITEMS FROM COMMISSION:** None

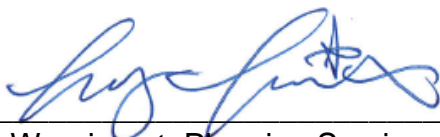
**ITEMS FROM STAFF:**

- Demolition of 525 Loras Boulevard  
Staff Member Happ Olson referred to a notice of demolition that was provided to the Planning Services Department. She referred to the document that explained the condition of the structure. She noted the Building Official has the authority to approve demo when it poses an eminent danger to the community. She referred to the documentation of the property.
- Election of Officers  
Staff Member Happ Olson provided background about election of officers, referring to the enclosed memo. She noted the current Chair and Vice-Chairperson responsibility and explained that any one Commissioner is eligible to serve in either position, except for the current Chairperson running as Chairperson, and the Vice-Chairperson running for Vice-Chairperson, as both positions will have met their limit for two consecutive terms.
- Growing Sustainability Conference  
Staff Member Happ Olson described that the Growing Sustainability Conference in October is a great opportunity for training and that the City has funding available to send three Commissioners to training, and that training would help meet the Certified Local Government's requirements for training. She described that she would bring it up again at the next meeting as well. Commissioner Dement expressed interest in attending.
- Report on the Preserve Iowa - Staff Members Happ Olson and Wernimont, and Commissioner Gustafson, reported on their experiences at the Preserve Iowa Summit.

**ADJOURNMENT:** Motion by Monk, seconded by Esser to adjourn the June 16, 2022 Commission meeting. Motion carried by the following vote: Aye – Daykin Cassill, Dement, Esser, Gau, Gustafson, Monk, Stuter and Doyle; Nay – none.

The meeting adjourned at 6:23 p.m.

Respectfully submitted,



Wally Wernimont, Planning Services Manager

July 21, 2022

Adopted