

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR SESSION**  
5:30 p.m.  
Thursday, September 15, 2022  
City Council Chambers, Historic Federal Building

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

**Commissioners Excused:** Tim Gau and John McAndrews.

**Commissioners Unexcused:** none.

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

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

**MINUTES:** Motion by Monk, seconded by Esser, to approve the minutes of the August 18, 2022 meeting as submitted. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Gustafson, Monk, Stuter and Daykin Cassill; Nay – none.

**ACTION ITEMS:**

**DEMOLITION REQUEST**

Applicant: Josh Jansen  
Owner: Forward Investments Group, LLC  
Address: 1047-1049 Bluff Street  
Project: Restoration and rehabilitation of vacant structure  
District: Jackson Park Historic District

Staff Member Happ Olson presented the staff report noting the property is located in the Jackson Park Historic District. She referred to the history of the property and its historical/architectural significance as contributing in the National Register historic district. She noted the applicant is seeking Historic Tax Credits and city funding through Economic Development Department. She explained the property is being converted from a three-plex to a four-plex and has received the necessary approvals through the Zoning Board of Adjustments. The application includes a design for the proposed work and demolition of the concrete stoop. She said the applicant would like to receive approval for the demolition of the stoops while they are waiting Historic Tax Credit approval at the State Historic Preservation Office (SHPO). She noted that the tax credit

approval is a more stringent review than the Commission's review, and that if the applicant receives approval for the tax credits, that the work would meet the City's Architectural Guidelines, as they are both based on the Secretary of the Interior's Standards. It was discussed that such a project could be approved by staff, as it meets the guidelines.

Happ Olson showed images of the property including historic photographs. She referred to the Sanborn Fire Insurance Maps noting minor changes to the property. She noted the property owner is requesting approval for demolition of the porch at this time.

Josh Jansen, Forward Investments Group, LLC, stated they are doing a full-scale renovation of the property. He said that demolition of the porch allows them to address foundation issues. He noted they would not build a new porch until they received SHPO approval for the tax credit project.

Doyle noted the property owner has been working with Heritage Works on the design and tax credits for the building.

Motion by Motion Monk, seconded by Esser, to approve demolition of the porch at 1047-1049 Bluff Street. Motion carried by the following vote: Aye – Dement, Esser, Gustafson, Monk, Stuter and Daykin Cassill; Nay – none; Abstain - Doyle.

### **DESIGN REVIEW**

Applicant: Zach Gries, Kuzko, LLC  
Owner: Kuzko, LLC  
Address: 530 Loras Boulevard  
Project: Approval for modified design to previously approved project  
District: West 11<sup>th</sup> Street Historic District

Staff Member Happ Olson presented the staff report noting the request is to approve a modified design from a previously approved project, noting the previously approved Certificate of Appropriateness. The as-built porches exceed the width that was approved by the Commission and the City's Unified Development Code. She described the discrepancy and the deviations from the previously approved porches. She referenced photos of the porches. She noted the applicant is requesting to have the two of the stoops modified, having the off-set newel posts be modified to land on the same steps.

Zachary Gries, 1298 Locust Street, he explained the contractor built the wrong porch due to a long time between the HPC approval and when the porch was constructed. He discussed the porch posts will be modified to land on the same step.

The commission discussed the handrail location and designed. They discussed the stair post location and the bottom stair. The commission discussed extending the railing and

post to the bottom step, with a desire to have them line-up. Staff suggested that they discuss what they want to see, and that require that it meet code.

Motion by Monk, seconded by Esser, to approve the application as submitted with the following conditions:

- 1) The shorter railing and newel post be extended to match the longer railing and newel post,
- 2) The as-built size of the stoop is allowed,
- 3) The porch and stairs be painted or stained with a colored opaque stain, and
- 4) that the stair systems meet building code.

Motion carried by the following vote: Aye – Dement, Doyle, Esser, Gustafson, Monk, Stuter and Daykin Cassill; Nay – none.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** None.

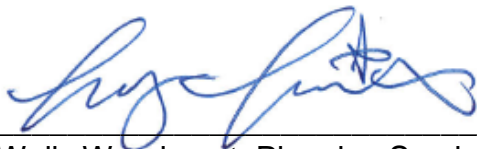
**ITEMS FROM STAFF:**

Staff Member Happ Olson referred to the newly adopted bylaws, modified at the August 18, 2022 Commission meeting.

**ADJOURNMENT:** Motion by Esser, seconded by Monk to adjourn the September 15, 2022 Commission meeting. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Gustafson, Monk, Stuter and Daykin Cassill; Nay – none.

The meeting adjourned at 6:23 p.m.

Respectfully submitted,



Wally Wernimont, Planning Services Manager

10/20/22

Adopted