

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, September 21, 2017

City Council Chamber, Historic Federal Building

Commissioners Present: Chairperson Emily Hilgendorf, Commissioners Christina Monk, Al Kopczyk, David Klavitter, Bob McDonell, and John McAndrews.

Commissioners Excused: Commissioners Nieto and Rapp.

Commissioners Unexcused: None.

Staff Members Present: Laura Carstens and David Johnson.

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

AFFIDAVIT OF COMPLIANCE: Staff presented an Affidavit of Compliance verifying the meeting was being held in compliance with the Iowa Open Meetings Law.

MINUTES: Motion by Klavitter, seconded by Monk, to approve the minutes of the August 17, 2017 meeting as submitted. Motion carried by the following vote: Aye – Monk, Kopczyk, Klavitter, McAndrews and Hilgendorf; Abstain - McDonell; Nay – None.

DESIGN REVIEW: Application of Christopher Winter for a Certificate of Appropriateness for property located at 514 Loras Boulevard in the West 11th Street Historic District.

Staff Member Johnson reviewed the staff report. Mr. Winter presented the application. He reviewed the scope of work completed and proposed storefront features and design. He asked the Commission what they thought of leaving the glass above the entryway open. The Commission stated it was their preference the transom be a continuous band and not recessed.

Motion by Monk, seconded by Klavitter, to approve the storefront design as submitted with the continuous transom band along the front to closely replicate the original condition. Motion carried by the following vote: Aye – Monk, Kopczyk, Klavitter, McDonell, McAndrews and Hilgendorf; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION:

Commissioner Monk suggested the Commission look into the ArchiTrek program. The Commission discussed the program and walking tours.

Commissioner Klavitter stated he had someone contact him about a project on the 900 block of Main Street. He explained the building proposed for alteration is an intact example of 1960's modern design. Staff and the Commission noted the importance of updating phased surveys and carefully looking at the period of significance as it relates to the significance criteria and historical themes.

ITEMS FROM STAFF:

Building Services Historic Preservation Enforcement Report: Staff Member Johnson noted updates are provided in bold. The Commission noted the excellent paint work at 1921 Madison Street.

Staff Approvals: The Commission reviewed recent projects Staff has signed off on.

Historic Preservation Capital Improvement Projects: Staff Member Carstens reviewed Capital Improvement Projects related to the Historic Preservation Program. She reviewed the Historic Preservation Revolving Loan Fund and Rehabilitation Grant noting both will be requested again in the budget. She reviewed past unfunded projects included the Historic Preservation Economic Impact Study and Master Plan and Historic District Entry signs. She explained Council was not supportive in the past of the Entry Sign Project, but they did indicate interest in the Economic Impact Study if the Commission can find matching funds.

Commissioners reviewed opportunities to partner with other groups, including the Smart Growth Coalition and Heritage Works, to help leverage funds and resources. Commissioner Klavitter noted Heritage Works has discussed options for funding the signs. Staff and the Commission discussed seeking private funding to implement the project in phases.

The Commission discussed seeking private funding sources for the Economic Impact Study. Staff Member Carstens stated she will submit the Economic Impact Study for funding this year, noting private fundraising will be the role of the Commission. Commissioners agreed.

ADJOURNMENT: Motion by Monk, seconded by Klavitter, to adjourn the September 21, 2017 Historic Preservation Commission meeting. Motion carried by the following vote: Aye – Monk, Kopczyk, Klavitter, McDonell, McAndrews and Hilgendorf; Nay – None.

The meeting adjourned at 6:07 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

10-19-17

Adopted