



APPROVED

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR SESSION**  
5:30 p.m.  
Thursday, September 20, 2018  
City Council Chamber, Historic Federal Building  
350 W. 6<sup>th</sup> Street  
Dubuque IA 52001

**Commissioners Present:** Commissioners Rick Stuter, Melissa Daykin Cassill, Al Kopczyk, John McAndrews, Joseph Rapp and Vice Chairperson Brandi Clark.

**Commissioners Excused:** David Klavitter, Christy Monk and Emily Hilgendorf.

**Commissioners Unexcused:** None.

**Staff Members Present:** Laura Carstens and Wally Wernimont.

**CALL TO ORDER:** The meeting was called to order by Vice Chairperson Clark 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 Kopczyk, seconded by Rapp, to approve the minutes of the August 16, 2017 meeting as submitted. Motion carried by the following vote: Aye – Rapp, Daykin Cassill, Kopczyk, Stuter, McAndrews and Clark; Nay – None.

**DESIGN REVIEW: DEMOLITION REQUEST:** Application of City of Dubuque to demolish a loading dock to accommodate a re-routed sanitary storm sewer for property located at 3000 Jackson Street located in the Brewery Conservation District.

Planning Services Manager Laura Carstens, representing the City of Dubuque, explained the request to the Commission. She noted that the City of Dubuque Engineering Department is recommending that a dock be removed to facilitate the re-routing of a sanitary sewer line through the Dubuque Brewing and Malting Company property. She said the City has been working with the property owner, Steve Emerson. Mr. Emerson has hired Duane Haggerty of Heritage Works to prepare a National Register nomination for the Dubuque Brewing & Malting Complex. Mr. Haggerty has noted that the dock is a non-contributing structure to the period of significance for the property. She referred to the criteria for approving of a demolition permit.

Motion by Rapp, seconded by Kopczyk, to approve the demolition permit as submitted. Motion carried by the following vote: Aye – Rapp, Daykin Cassill, Kopczyk, Stuter, McAndrews and Clark; Nay – None.

**ITEMS FROM PUBLIC:**

Planned Improvements at Four Mounds Park/Four Mounds Estate – City Landmark. Chris Olson, Executive Director of Four Mounds Estate, explained that Four Mounds is a City landmark site, and she wanted to provide an update on improvements being made to the property. She explained they are currently in the process of applying for grant funding, and in the future, she will return to the Commission to discuss the proposed improvements to the site that would require Commission review and approval. She explained that they have applied to HRDP and received approval for a landscape restoration project for the Grey House. They have also applied to Silos and Smokestacks for signage and applied to REAP to provide some additional visitor amenities and improvements. She said they are in the process of applying for Iowa's Great Places funds to help construct a visitor's center. She also explained they are in the process of applying for a Certified Local Government grant through the City of Dubuque to help protect the burial mounds on the site.

The Commission discussed with Ms. Olson the location of the burial mounds and the historical significance of the property. Ms. Olson explained all the proposed improvements to the property and indicated she has a November deadline for the Great Places grant application. She said the application would go to the City Council and she would seek a letter of support from the Historic Preservation Commission for the proposed improvements.

The Commission thanked Ms. Olson for the update for the project.

**ITEMS FROM COMMISSION:**

Shot Tower Tour: Commissioner Rapp reported that Staff Member Wally Wernimont and he attended the 62<sup>nd</sup> Annual N4C Photography Convention in Dubuque. Staff Member Wernimont indicated they were asked to open the Shot Tower and provide history about the shot making process. He said there were approximately 200 attendees that visited. He said the attendees took photos of the Shot Tower in the afternoon and at night. He noted that Commissioner Rapp had similar-sized samples of lead and limestone that attendees could hold.

**ITEMS FROM STAFF:**

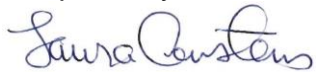
Building Services Department application for demolishing/removing a building: Staff Member Carstens reported the Building Services Department is updating of an application for demolishing and removing a building. She provided a handout that was created and updated by Building Services Manager David Johnson for their records.

Staff Approvals: Staff Member Wernimont provided a verbal update regarding reconstruction of a front porch at 605 Bluff Street.

**ADJOURNMENT:** Motion by Kopczyk, seconded by Rapp, to adjourn the September 20, 2018 Commission meeting. Motion carried by the following vote: Aye –Kopczyk, Stuter, McAndrews, Rapp, Daykin Cassill and Clark; Nay – None.

The meeting adjourned at 6:18 p.m.

Respectfully submitted,



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Laura Carstens, Planning Services Manager

10/18/18

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Adopted