Call Meeting to Order - Roll Call

1. Public Comment
Each member of the public is welcome to speak and we ask that you keep your comments to five (5) minutes or less. If the proceedings become lengthy, the Chair may ask that comments be focused on any new facts or evidence not already presented.

2. Approve Meeting Minutes

3. Presentations
   a) Historic Rehabilitation Program Funding Updates (Lauren Freeman)

4. Action Items
   a) Historic Preservation Commission 2019 Workplan (Sylvia Bochner)
   b) Demolition and Façade Structure Modification Reviews (Lauren Freeman)
      i. 823 11th Ave. SE – Primary Structure Demolition
   c) Demolition Applications Under Hold
      i. 526 1st Ave. NW – Expires 1/7/19
      ii. 528 1st Ave. NW – Expires 1/7/19

5. Discussion Items
   a) Iowa Civil Rights History Project – Property Recommendations (Adam Lindenlaub)
   b) Hubbard Ice Building Update
   c) Proactive Preservation

6. Announcements

7. Adjournment
# MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, November 8, 2018 @ 4:30 p.m.
Five Seasons Conference Room, City Services Center, 500 15th Ave SW

Members Present:  
Mark Stoffer Hunter - Chair  
Tim Oberbroeckling – Vice Chair  
Todd McNall  
Ronald Mussman  
Ron Lower  
Crystal Walter – arrived 4:35 p.m.  
Diana Pagan  
Arthur Kim

City Staff:  
Adam Lindenlaub, Community Development Planner  
Sylvia Bochner, Community Development Planner

**Call Meeting to Order**
- Mark Stoffer Hunter called the meeting to order at 4:30 p.m.
- Eight Commissioners were present.

1. **Public Comment**
   a) Public comments were heard.

2. **Approve Meeting Minutes – October 25, 2018**
   Tim Oberbroeckling made a motion to approve the minutes. Seconded by Diana Pagan. The motion passed unanimously.

3. **Action Items**
   a) Certificate of Appropriateness
      i. 1835 3rd Avenue SE – Porch
         • Todd McNall made a motion to approve the certificate of appropriateness. Seconded by Crystal Walter. The motion passed 7-0. Oberbroeckling abstained. The applicant was present.

   b) Demolition and Façade Structure Modification Reviews
      i. 2741 Spruce Ave SE – Primary Structure Demolition
         • Oberbroeckling made a motion to approve the demolition application. Seconded by Arthur Kim. The motion passed unanimously.
ii. 526 1st Ave NW – Primary Structure Demolition
   - Oberbroeckling made a motion to place a 60-day hold on the demolition application. Seconded by Kim. The motion passed unanimously.

iii. 528 1st Ave NW – Primary Structure Demolition
   - Oberbroeckling made a motion to place a 60-day hold on the demolition application. Seconded by Kim. The motion passed unanimously.

iv. 8205 6th St SW – Primary and Accessory Structure Demolitions (11 structures)
   - McNall made a motion to approve the demolition application. Seconded by Kim. The motion passed unanimously.

v. 914 E Ave NW – Accessory Structure Demolition
   - Oberbroeckling made a motion to approve the demolition application. Seconded by McNall. The motion passed unanimously.

   c) Demolition Applications Under Hold
      i. River Intake & Low Lift Station (City Project) – Expires 11/26/18
         - The demolition application will remain on hold.

5. Adjournment
   a) Oberbroeckling made a motion to adjourn the meeting. Seconded by McNall. The motion passed unanimously and the meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Jillane Shultz, Administrative Assistant II
Community Development
To: Historic Preservation Commission  
From: Sylvia Bochner, Community Development  
Subject: Historic Preservation Commission 2019 Work Plan  
Date: November 29, 2018

**Background**

The Historic Preservation Commission is required to approve a work plan annually for the City Council’s review and approval. The work plan includes tasks for both the Commission and City staff and includes a completion timeline for each item. Some tasks are ongoing items that are performed regularly.

The Historic Preservation Plan, which was adopted in September 2015, includes the goals and initiatives that make up the tasks included in the annual work plan. As these tasks are completed, they are removed from the work plan. The 2019 Work Plan includes tasks that have not yet been completed, ongoing tasks, and new tasks that help achieve the goals of the Historic Preservation Plan.

In 2018, several major tasks were completed. The Historic Preservation Commission drafted and adopted an updated version of the Guidelines for Cedar Rapids Historic Districts, which provide design guidelines for local historic districts and landmarks. The Community Development Department also completed its updated of Chapter 32 Zoning, which includes Traditional Residential zone districts intended to help maintain the character of older neighborhoods. In Fall 2018, a sub-committee of HPC began working on another major task—the development of the Historic Asset Inventory, which prioritizes proactive strategies to protect the community’s historic buildings. This process, along with ongoing implementation, is included in the 2019 Work Plan.

A draft of the proposed 2019 work plan will be sent to Commission members prior to the November 29 meeting. At this meeting, we will discuss 2019 tasks and their completion timelines. The work plan should be adopted by City Council prior to January 1.

**Next Steps**

After review and approval by the Commission, the draft work plan will be updated with any agreed upon changes and then go to City Council for approval.
**Historic Preservation Commission Agenda Item Cover Sheet**

**Meeting Date:** November 29, 2018

**Property Location:** 823 11th Ave SE  
**Property Owner/Representative:** Cedar Valley Habitat for Humanity  
**Demolition Contact:** Brandon Kriegel  
**Year Built:** 1890  
**Description of Agenda Item:** ☒ Demolition Application ☐ COA ☐ Other

**Background and Previous HPC Action:** The structure for demolition is 22’ x 34’ single-family house built in 1890. Its condition is very poor, per city assessor. This home was placed on the Clandestine Drug Laboratory registry several years ago.

**City Assessor Information on the parcel:**  

**Historic Eligibility Status:**  
Eligible ☒ Not Eligible ☐ Unknown ☐ N/A ☐

**Explanation (if necessary):** This property was included in the Architectural History Survey and Update for the City of Cedar Rapids (2006) and was considered not eligible for National Register listing or inclusion in a historic district.

**If eligible, which criteria is met:**  
☐ Associated with significant historical events (Criteria A)  
☐ Associated with significant lives of person (Criteria B)  
☐ Signifies distinctive architectural character/era (Criteria C)  
☐ Archaeologically significant (Criteria D)

**Other Action by City:** Yes ☐ No ☒ N/A ☐

**Explanation (if necessary):**

**Recommendation:** Immediate release

**Rationale:** Poor candidate for landmarking. No evidence of historic significance.
November 14, 2018

Historic Preservation Commission
City of Cedar Rapids
101 First Street SE
Cedar Rapids, IA 52401

Dear HPC Members:

Greetings from Cedar Valley Habitat for Humanity!

I am writing to you today in conjunction with a demolition application that we are asking you to review for a home that we own at 823 11th Avenue SE in the Oakhill Jackson neighborhood. I would like to share a little bit of backstory regarding this property, as well as our rationale for choosing to demolish the home and build new.

We were fortunate to begin the process of acquiring this property over the summer, in conjunction with an adjacent home that we are currently rehabilitating (1103 9th Street SE). This represents a tremendous opportunity for us to not only serve two more qualified Habitat families, but also improve a much-maligned parcel that has been the subject of City of Cedar Rapids nuisance abatement efforts for several years now.

Although in pretty rugged shape, both inside and out, we had originally hoped to rehabilitate or move the 11th Avenue SE home. However, in the midst of the environmental review process in July, we learned that this home had been placed in the Clandestine Drug Laboratory registry several years ago. While soil tests revealed that the ground the home sits on is not contaminated beyond allowable levels, we feel strongly that the illicit activities that took place in this home, coupled with the very poor condition of the home, make it highly undesirable for rehabilitation or moving.

In short, we look forward to the opportunity to completely revitalize this parcel, as we feel that action is in the best interest of both the neighborhood and our future homebuyer. While we join you in never wanting to see demolition as the first option, I hope you’ll agree that it is most definitely the best option in this case.

If you have any questions about our application and/or the thought process behind our plans, please feel free to reach out to me at jeffcapps@cvhabitat.org or 319.366.4485, ext. 106.

Thank you so much for your continued support of the work of Cedar Valley Habitat; it means a great deal to us!

Sincerely,

Jeff Capps
Executive Director
**DEMOLITION PERMIT APPLICATION**

**Permit is valid for 30 days from date of issue**

<table>
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<tr>
<th>Address of Demolition:</th>
<th>823 11TH Ave SE, Cedar Rapids</th>
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<tbody>
<tr>
<td>GPN:</td>
<td>14872-38001-300000</td>
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<tr>
<td>Property Owner's Name:</td>
<td>Cedar Valley Habitat for Humanity</td>
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<tr>
<td>Phone:</td>
<td>319-366-4485</td>
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<tr>
<td>Property Owner's Address:</td>
<td>3500 G Ave SE, Cedar Rapids, IA 52401</td>
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<tr>
<td>Contractor's Name:</td>
<td>Brandon Kriegel</td>
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<tr>
<td>Contractor's Address:</td>
<td>1145 Industrial Ave, Marion, IA 52305</td>
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<tr>
<td>Type of Building:</td>
<td>Single Family</td>
</tr>
<tr>
<td>Units:</td>
<td>2</td>
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<tr>
<td>Number of Stories:</td>
<td>2</td>
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<tr>
<td>Building has Basement:</td>
<td>Yes</td>
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<tr>
<td>Any other structure on the parcel?</td>
<td>Yes</td>
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<tr>
<td>DISPOSAL OF DEMOLITION MATERIALS</td>
<td></td>
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<tr>
<td>City of Cedar Rapids Landfill:</td>
<td>No</td>
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<tr>
<td>Private Landfill - Contact:</td>
<td>Phone #:</td>
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It is the Responsibility of the Permit Holder to adhere to all local, state and federal regulations regarding proper inspections and removal of asbestos prior to any demolition.

**UTILITIES INFORMATION**

All utilities shall be abandoned in accordance with City requirements and verified and/or inspected before Demolition Permit is issued and demolition begins.

I hereby certify that I have read and examined this application and affirm the above information as true and correct and also agree to comply with the provisions of the City of Cedar Rapids Codes and any other applicable Federal & State laws concerning the demolition process and/or disposal of demolition debris. I also certify that I am authorized to demolish this building as owner or agent of the owner and agree to assume complete responsibility for any liability arising from demolition of the above building. I also agree that no burning or burying of materials shall be done within the Corporate City Limits of Cedar Rapids.

**APPLICANT SIGNATURE (Please print legibly):**

Cedar Valley Habitat for Humanity

**DATE:** 11-13-18

**APPLICANT PHONE NUMBER:** 319-366-4485

**CONTRACTOR SIGNATURE (Please print legibly):**

Brandon Kriegel

**DATE:** 11-13-18

**CONTRACTOR PHONE NUMBER:** 319-929-5824

**PLEASE PROVIDE SIGNATURES FOR EACH FIELD BELOW**

**"UTILITIES DISCONNECTION INFORMATION & APPROVALS"**

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Revised 05/18 saf