City of Cedar Rapids  
_Historic Preservation Commission_  

Community Development Department, City Hall, 101 First Street SE, Cedar Rapids, IA 52401, 319-286-5041

**MEETING NOTICE**  
The City of Cedar Rapids Historic Preservation Commission will meet at:  

4:30 P.M.  
Thursday, April 25, 2013  
at  
**Police Substation**  
1501 1st Avenue SE, Cedar Rapids, Iowa

**AGENDA**

**Call Meeting to Order**

1. **Approve Meeting Minutes**
2. **Action Items**
   a) NEW Demolition Applications  
      i. 907 17th Avenue SE – Private Property  
      ii. 1619 F Avenue NE – Partial Demolition - Private Property  
      iii. 1371 19th Avenue SW – Private Property
3. **New Business**
   a) 60 day demolition review signage  
   b) Wellington Heights Neighborhood Plan
4. **Old Business**
   a) Demo applications UNDER REVIEW  
      i. 1221 3rd Street SE – June 10, 2013  
   b) Demolition Ordinance Update: Demolition Definition  
   c) Preservation Showcase  
   d) MOA/LOA Updates
5. **Adjournment**

**FUTURE MEETINGS**

Items for future agendas:
   a) Demolition Ordinance Update: 15 day review period  
   b) Replacement of Historic District Markers  
   c) Potential Local Historic District Nomination  
   d) Feasibility Studies for 1018 2nd Street SE and 101 3rd Avenue SW
MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, April 11, 2013 @ 4:30 p.m.

Police Substation, 1501 1st Avenue SE

Members Present: Amanda McKnight-Grafton Chair
Todd McNall Vice-Chair
Moira Blake
Patricia Cargin
Bob Grafton
Candy Nanke
Tim Oberbroeckling

Members Absent: Jon Thompson
Barbara Westercamp

City Staff: Thomas Smith, Planner
Alicia Abernathey, Administrative Assistant

Guests: Cindy Hadish

Call Meeting to Order
- Amanda McKnight-Grafton called the meeting to order at 4:30 p.m.
- Seven (7) Commissioners were present and two (2) absent.

1. Approve Meeting Minutes
- Todd McNall made a motion to approve the minutes from March 28. Tim Oberbroeckling seconded the motion. The motion passed unanimously with none opposed.

2. Action Items
   a. NEW Demolition Applications
      i. 1221 3rd Street SE – Private Property
         - Amanda McKnight-Grafton stated the property is in the NewBo Historic District and is a contributing structure. The property does have a rundown appearance, but if the Historic Preservation Commission (HPC) were to approve demolition of a contributing structure it could set a precedent.
         - Discussion included the fact one of the walls of the structure is collapsed, there was an intent to have an engineer view the property but it is unknown if that took place.
         - Tim Oberbroeckling made a motion to place a 60-day demolition review on 1221 3rd Street SE. Bob Grafton seconded the motion. The motion passed unanimously.
• Candy Nanke volunteered to serve as the liaison for the property.

Pat Cargin joined the meeting at 4:35 p.m.

• Mr. Smith stated from now on staff will be placing a notice in the Gazette, prior to each meeting, listing the properties that will be considered for demolition. If properties are placed on a 60-day review a sign will be posted on the property.

3. New Business
   a. Demolition Ordinance Definition Update
      • Mr. Smith stated there is currently a gap in the City’s existing historic preservation ordinance that allows property owners to remove the majority of a structure from a potentially-historic property without review by the HPC. Recently a potentially-historic property was deconstructed down to the foundation and chimney and then rebuilt, which is not considered demolition in the current ordinance.
      • Mr. Smith provided 5 options, of what other cities are doing, for the commission to discuss and consider for usage in the City’s ordinance.
      • Discussion included the possibility of including the removal of ornamentation in the demolition definition. Discussion also included the need for fines or consequences for demolishing a potentially-historic structure without HPC approval.
      • Discussion also included the idea of separating the demolition definition into three groups including local historic districts, nationally registered historic districts and other potentially-historic properties.
      • The commission did not make a decision on a demolition definition but were asked to research potential definitions and bring ideas to the next meeting for discussion.
   b. Replacement of Historic District Markers
      • Mr. Smith stated this topic is up for discussion because there are issues with existing historic district signs. Mr. Smith pointed out there would $10,000 available to replace historic district signs through a current LOA.
      • Discussion included the need for these signs as they inform the public they are entering a historic district. Discussion included whether or not to have the signs as borders to the historic districts or to have them at every intersection within the historic district.
      • The commission did not make a decision and decided to discuss in further detail at a May meeting.

4. Old Business
   a. Kirkwood Preservation Program Funding
      • Mr. Smith pointed out this item was discussed at the previous HPC meeting on March 28th and gave an overview of the discussion. The Kirkwood Preservation Program would be funded through a transfer of the Auto Row Historic District MOA funds. Mr. Smith went over possible options and reasons for reallocating funds.
      • Teri Toye, FEMA, explained the process for reallocating MOA/LOA funds and pointed out the City of Cedar Rapids, FEMA and Homeland Security would need to review the Kirkwood Program curriculum and sign off on reallocation of funds.
      • Discussion included the amount of available money to fund the project and the fact the process would take 2-3 months to complete.
• Tim Oberbroeckling made a motion in support of amending the 1st Street Parkade MOA to remove and reallocate funds from the 2nd Avenue SE Auto Row Historic District to a Kirkwood Historic Preservation Continuing Education Program curriculum; and to implement the program using some of the funds from the 15 technical assistance workshops included in the LOA. Candy Nanke seconded the motion. The motion passed unanimously.

b. Preservation Showcase
• Details of the 2013 Preservation Showcase were discussed.

c. MOA/LOA Updates
• There were no MOA/LOA updates.

5. Adjournment
• Tim Oberbroeckling made a motion to adjourn the meeting at 5:57 p.m. Todd McNall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II
Community Development
ACTION ITEMS
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: April 25, 2013

Property Location: 907 17th Avenue SE
Property Owner/Representative: Cargill, Inc.
Year Built: 1895

Description of Agenda Item: ☑ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: None.

Historic Status: Contributing ☐ Not Contributing ☑ Unknown ☑ N/A ☑

Explanation (if necessary):
This property is not located within one of the City’s recognized historic districts. However, the property is located in an area identified in a 1994 reconnaissance survey and recommended for a more intensive survey. There are no individual mentions of the property in the survey information reviewed by staff, nor was an intensive survey performed. Since the 2008 flood, the majority of residences in this area have been demolished.

If contributing, which criteria is met:
☐ Associated with significant historical events
☐ Associated with significant lives of person
☒ Signifies distinctive architectural character/era
☐ Associated with lives of persons significant in our past
☐ Archaeologically significant

Other Action by City: ☑ Yes ☐ No ☑ N/A ☐

Explanation (if necessary):

Reason and Future Plans:
- The property was flood-affected and is in poor shape. Similar homes demolished in the area had large amounts of asbestos materials to be removed.
- The property owner could not be reached regarding salvage opportunities with ReStore.
- The demolition contractor expressed concern about the presence of asbestos and potential liability of allowing salvage work to be performed.

Time Sensitivity:
# DEMOLITION PERMIT APPLICATION

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<th>Address of Demolition:</th>
<th>907 17th Avenue SE</th>
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<tbody>
<tr>
<td>GPN:</td>
<td>14273-04008-00000</td>
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<tr>
<td>Property Owners Name:</td>
<td>Carlos J. Ace.</td>
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<tr>
<td>Property Owners Address:</td>
<td>15407 McGirty Rd, Whist.</td>
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<tr>
<td>City / State / Zip Code:</td>
<td>Minneapolis, MN 55391</td>
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<tr>
<td>Contractor's Name:</td>
<td>Dave Schmidt Const. Co.</td>
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<td>Contractor's Address:</td>
<td>Cedar Rapids, IA 52404</td>
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<tr>
<td>Type of Building:</td>
<td>Single Family</td>
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<tr>
<td>Size of Building:</td>
<td>616 SF</td>
</tr>
<tr>
<td>Building has Basement:</td>
<td>Yes</td>
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<tr>
<td>Number of Stories:</td>
<td>1</td>
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<td>Height:</td>
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## DISPOSAL OF DEMOLITION MATERIALS

- [x] City of Cedar Rapids Landfill
- [ ] Private Landfill – Contact: 

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'S SIGNATURE:

### DATE:

### OFFICE USE ONLY

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<tr>
<th>UTILITIES DISCONNECTION INFORMATION &amp; APPROVALS</th>
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<tr>
<td>Water: Alliant Energy:</td>
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<td>Sewer: Mid-American Energy:</td>
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<td>Public Works: MediaCom:</td>
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<td>CED: Other:</td>
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<td>Zoning: Other:</td>
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### PERMITTING INFORMATION

- Demolition Permit Number: 
- Date Issued: 
- Demolition Permit Fee: $ 
- Date Paid: 
- Zoning District: 
- Date All Utilities Were Disconnected: 
- Permit Issued by: 

Date Signed: Revised 09/2010 dkf
Appraisal Summary - GPN: 14273-0408-00000

Property Address: 907 17TH AVE SE
Cedar Rapids, IA

Class: Residential
PDF: Res Permit
Region 7
Plat Map: 2523
Deed Holder: CARGILL INC
Mailing Address: 15407 MCGINTY RD W WAYZATA MN 55391-0000

Legal Description: HULL'S 2ND W 30' STR/LB 2 8

Homestead: Military:
Forest Reserve: Last Chg:
Plat Desc: Plat Year:

LOT INFORMATION

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

SEGMENT #1

<table>
<thead>
<tr>
<th>Side 1</th>
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RESIDENTIAL DWELLING

Occupancy: Single-Family
Style: Salvage
Year Built: 1895
Exterior Material: Wd Lap
Above-Grade Living Area: 616 SF
Plus Attic Area: 154 SF
Number Rooms: 4 above, 0 below
Number Bedrooms: 1 above, 0 below
Basement Area Type: 3/4
Basement Finished Area: 0 SF
Number of Baths: 1 No Bathroom
Central Air: No
Heat: No
Number of Fireplaces: None

http://www.cedar-rapids.info/assessor/pmc/appraisal_report.asp?pid=142730400800000

4/18/2013
Garage: None  
Porches and Decks: None  
Yard Extras: None

**NOTES:**

10/07/2003-FLRS SLOPE, BELOW NORMAL COSMETICS & INTERIOR. ATTIC-5'6" HEIGHT, LOW COST FINISH, NO HEAT. POOR EXTERIOR. 1940'S KITCHEN, 1950'S WORN BATH. FUNC OBSOL INADEQUATE PLUMBING.

1-2009 FLOOD ADJUSTED PROPERTY C-2010

1-2009 LAND VALUE LESS ESTIMATED DEMOLITION COST FOR 2009 C-2010. 12/23/08 JC

1-2010 LAND VALUE LESS ESTIMATED DEMOLITION COST FOR 2010 C-2011. 3/2/2010 RK

1-2013 6YR CYCLE. NO CHANGES. DWLG STILL IN SALVAGE COND. 8/14/2012 AE

### 2013 ASSESSMENT

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**Sketch**

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Property photos or data incorrect? Click Here
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: April 25, 2013

Property Location: 1619 F Avenue NE
Property Owner/Representative: Unzeitig Holdings Inc.
Year Built: Portions 1930, portions 1962

Description of Agenda Item: ☑ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: None.

Historic Status: Contributing ☑ Not Contributing ☐ Unknown ☒ N/A ☐

Explanation (if necessary):
This property is not located within one of the City’s recognized historic districts and hasn’t been covered by any existing historic surveys.

If contributing, which criteria is met:
☐ Associated with significant historical events
☐ Associated with significant lives of person
☐ Signifies distinctive architectural character/era
☐ Associated with lives of persons significant in our past
☒ Archaeologically significant

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

Explanation (if necessary):

Reason and Future Plans:
• Portions of the property have experienced extensive fire and smoke damage. The applicant’s insurance company has ruled the warehouse sections proposed for demolition as a total loss.
• No salvage value, as the property was completely damaged.

Time Sensitivity:
Appraisal Summary - GPN: 14153-54008-00000

(14153400800000)

Property Address: 1619 F AVE NE
Cedar Rapids, IA

Class: Commercial
Tax District: 286 CR-COE/MT VER C TIF

PDF: Warehouse/Storage
Neighborhood: WAREHOUSE

Plat Map: 2123

Deed Holder: UNZEITIG HOLDINGS INC

Mailing Address:
308 ANDOVER LN
SE
CEDAR RAPIDS IA
52403

Legal Description:
CENTRAL PARK LOTS 4 THRU STR/LB 8 1

Homestead: Military:
Forest Reserve: Last Chg:
Plat Desc: Plat Year:

LOT INFORMATION

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions.
For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

SEGMENT #1: 0.75 Acres; 32,757 SF

COMMERCIAL BUILDINGS
Office - General: 10,132 SF (Built 1955)
Warehouse: 2,014 SF (Built 1930)
Warehouse: 3,248 SF (Built 1962)

YARD ITEMS
Fencing - Metal/Post: 6 Ft High, 220 LF, Average Fence Pricing, 0 LF gate (blt-1972)
Paving: 7,980 SF, Asphalt Parking, Average Pricing, Lighting: No (blt-1955)
Paving: 1,000 SF, Concrete Parking, Average Pricing, Lighting: No (blt-1955)

NOTES:
CONSTRUCTON CO. BLDG 2 AND 3 BUILT AS GARAGES AND SHOP. BLDG 3 HAS SOME LOW GRADE INT FINISH ON WALLS AND CLG. ALL OTHER BLDGS AND ADDNS HAVE NO HEAT, PLBG, INSUL OR INT FINISH. ADDNS - USED MATERIALS. PAVING RECOATED 2002

OWNER OCCUPIED. SINGLE TENANT. LAND = 32757. BLDG = 15394. LAND TO BLDG RATIO = 2.13.
1-2009 MECH & ROOF - NAV - 3/11/09 BW

1-2012 CHANGED PDF AND MAP/AREA FROM OFFICE TO WAREHOUSE - NAV - 01/09/12 TL

1-2013 COMM REVAL, FIRE DAMAGE TO WHSE, SMOKE DAMAGE TO 2S OFFICE BLDG, REMOVE VALUE TO 3,178 SF, 912 SF & 2014 SF AREAS, TOTAL LOSS WILL BE WRECKED) AREA IN 3178 AREA, SPLIT OUT B1A3,(252 SF) FOR OFFICE WHICH WAS SAVED WITH NO FIRE DAMAGE-SMOKE ONLY- 1/7/2013 SP

1-2013 INFORMAL HEARING-NO CHANGE/ PETITIONER WITHDREW VALUE CHANGE-SP

C4 2014 FOR WRECK(FIRE DAMAGE) & NEW CONSRUCTION

1-2013 INFORMAL HEARING- NO CHANGE-SP

| 2013 ASSESSMENT | Land   | $94,000 |
|                 | Dwelling | $0      |
|                 | Improvements | $185,883 |
| Total           | $279,883  |

| 2012 ASSESSMENT | Land   | $101,520 |
|                 | Dwelling | $0      |
|                 | Improvements | $230,405 |
| Total           | $331,925  |

| 2011 ASSESSMENT | Land   | $101,520 |
|                 | Dwelling | $0      |
|                 | Improvements | $230,405 |
| Total           | $331,925  |

| 2010 ASSESSMENT | Land   | $101,520 |
|                 | Dwelling | $0      |
|                 | Improvements | $217,473 |
| Total           | $318,993  |

SALES

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PERMITS

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<td>1/9/2012</td>
<td>WORK ORDER</td>
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<td>9/29/2011</td>
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<td>9/25/2008</td>
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Property photos or data incorrect? Click Here
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: April 25, 2013

Property Location: 1371 19th Avenue SW
Property Owner/Representative: Jeremy Elkin
Year Built: 1932

Description of Agenda Item: ☒ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: None.

Historic Status: Contributing ☐ Not Contributing ☐ Unknown ☒ N/A ☐

Explanation (if necessary):
This property is not located within one of the City's recognized historic districts and hasn't been covered by any existing historic surveys.

If contributing, which criteria is met:
☐ Associated with significant historical events
☐ Associated with significant lives of person
☐ Signifies distinctive architectural character/era
☐ Associated with lives of persons significant in our past
☐ Archaeologically significant

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

Explanation (if necessary):

Reason and Future Plans:
- Portions of the property have experienced extensive fire and smoke damage. The roof is sagging and collapsing in portions.
- No salvage value, as the property was damaged in a fire.

Time Sensitivity:
**DEMO**

**DEMOLITION PERMIT APPLICATION**

| Address of Demolition: 1371 19th Ave SW Cedar Rapids, IA 52404 | Approximate Age of Structure | Year Built: 1932 |
| GPN: 14322 - 77011 - 00000 | Reason: (optional) | Future Plans: (optional) |
| Property Owners Name: JEREMY ELAM | Phone: |
| Property Owners Address: | City / State / Zip Code: |
| Contractor's Name: GW ZIMMER COMPANY | Phone: |
| Contractor's Address: 1775 Commercial Dr Waterloo, IA 52153 | City / State / Zip Code: |
| Type of Building: ☑ Single Family  ☑ Multi Family #  ☑ Units Commercial  ☑ Accessory Building | |
| Size of Building: Dimensions are: 25 x 20  Number of Stories: 1  Height: 17' | Building has Basement: ☑ Yes  ☑ No  If Yes, What Dimensions: 20 x 20 |

**DISPOSAL OF DEMOLITION MATERIALS**

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'S SIGNATURE: [Signature]  DATE: 4-23-13

**OFFICE USE ONLY**

| UTILITIES DISCONNECTION INFORMATION & APPROVALS |
| Water: | Alliant Energy: |
| Sewer: | Mid-American Energy: |
| Public Works: | MediaCom: |
| CED: | Other: |
| Zoning: | Other: |

**PERMITTING INFORMATION**

Demolition Permit Number:  Date Issued:  
Demolition Permit Fee: $  Date Paid:  
Zoning District:  Date All Utilities Were Disconnected:  
Permit Issued by:  Date Signed:  

Revised 09/2010 dkf
Appraisal Summary - GPN: 14322-77011-00000

Property Address: 1371 19TH AVE SW
Cedar Rapids, IA

Class: Residential
Tax District: 283 CR-YOUNGS HILL/ KINGSTON

PDF: Res Permit Region 10
Plat Map: 2627

Deed Holder: ELKIN JEREMY K H & RANI
Mailing Address: 1785 NORTH DR
ELY IA 52227-0000

Legal Description: ALANDALE LOTS 110 STR/LB 111

Homestead: Military: Last Chg: Plat Year:
Forest Reserve: Plat Desc:

LOT INFORMATION

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

SEGMENT #1

<table>
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<th>Front</th>
<th>Rear</th>
<th>Side 1</th>
<th>Side 2</th>
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<td>100</td>
<td>140</td>
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RESIDENTIAL DWELLING

Occupancy: Single-Family
Style: Salvage
Year Built: 1932
Exterior Material: Vinyl
Above-Grade Living Area: 1,340 SF
Number Rooms: 5 above, 0 below
Number Bedrooms: 3 above, 0 below
Basement Area Type: 1/4
Basement Finished Area: 0 SF
Number of Baths: 2 Full Bath
Central Air: Yes
Heat: FHA - Gas
Number of Fireplaces: None

Click map to see neighbor's summary page. View complete GIS map. Neighborhood map.

Additional Photo

Additional Photo

Page 1 of 3
Garage: 816 SF - Det Frame (Built 2009)
Porches and Decks: Concrete Patio-Med (128 SF); Fbgl/Mtl Roof-Med (128 SF); Concrete Slab-Med (18 SF); Fbgl/Mtl Roof-Med (18 SF); Concrete Patio-Med (190 SF)
Yard Extras: None

NOTES:
PRE RVAL: ALUM SIDING=1977, GAR=SIDE CAVING IN, ROOF SAGS. X-PLMB=SSM-B.
02/12/2004-ENTRANCE TO BSMT IS TRAP DOOR IN EP. DATED CARPET, SUSP CLG IN LIVING RM & BDRM. LACKS UPDATES. ORIGINAL BATH & WINDOWS. 1940'S CABINETS, 1960'S FURNACE, 1970'S ROOF, SIDING 1983±, WATER HEATER 2003. GARAGE ROOF & SIDING SHOW WEAR, NEEDS PAINT. FUNC OBSC LAYOUT.

1-2007 24X24 ADDN AND REMODEL COMPLETE 12/12/06 DP
1-2008 CORRECT ADDRESS ON PHOTO 12/18/07 DP
1-2011 6YR CYCLE - ADJ DWLG COND TO A NML, REMOVE 400 SF DET GAR, ADD 816 SF DET GAR. REMOVE 70 SF SHED. INT INFO PER OWNER. 11/3/10 WK
1-2013 DWLG DAMAGED BY FIRE, CHANGE TO SALVAGE VALUE. CHANGE DET GARAGE COND TO NORMAL. CK 2014 FOR CHANGES. 1/16/13 JKB

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Sketch
**Disclaimer:** The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed. The maps and data provided by this web site, represent data from the Cedar Rapids City Assessor's Office, as used for assessment purposes. No warranty, expressed or implied, is provided for the data herein or its use.

Property photos or data incorrect? [Click Here]
NEW BUSINESS
To: Historic Preservation Commission  
From: Thomas Smith, Planner  
Subject: Notice of 60 Day Demolition Review Sign  
Date: April 25, 2013

Background:
At the April 11 HPC meeting, staff mentioned that among the new practices being implemented to improve the effectiveness of the City’s demolition ordinances, an 8.5- by 11-inch sign will be posted on any property placed under a 60 day demolition review period. The purpose of the sign is:

- To notify the public of a 60 day demolition review through another method beyond postings in the newspaper or on the City’s website,
- To draw interest in the property from passersby who may be interested in opportunities to save the structure,
- To encourage the owner to explore alternate options, such as selling the property, moving the structure, restoring the existing structure, or at the least, salvage.

Process:
When a property is reviewed by the Historic Preservation Commission and placed under a 60-day demolition review, the following process will be used to post the sign:

1. At the meeting where the property is discussed and placed under demolition review, a Commission liaison will volunteer or be appointed to make contact with the owner.
2. The liaison will provide a signature on the sign as a formal notice that the property is under review.
3. The liaison will contact the property owner and explain that according to the City’s Historic Preservation code, a sign must be placed on the property indicating the 60 day demolition review.
4. The liaison will place the sign on the structure or provide the sign to the applicant to place on the structure.
5. The sign will remain in place until the demolition review period ends or until the HPC determines that the review period may be lifted prior to 60 days. At that time, the property owner may remove the sign.

The HPC is being asked to review the content of the attached draft sign and provide any recommendations for changes to the wording presented.
NOTICE OF 60 DAY DEMOLITION REVIEW

This premises/structure has been placed on a 60 Day Demolition Review to seek other alternatives to demolition.

Pursuant to section 18.10 of Chapter 18 of the Cedar Rapids Municipal Code, the City of Cedar Rapids is proceeding with a 60 day demolition review and the following alternatives to demolition may be considered:

1. The building can be considered for landmark designation.
2. Rehabilitation of the building with assistance of State or Federal tax incentives or other private financial assistance.
3. Adapting the building to a new use.
4. Finding a new owner who is interested in preserving/rehabilitation of the building.
5. Incorporating the building into the owner/applicant’s redevelopment plans.
6. Assisting in finding a different location for the owner’s redevelopment.
7. Moving the building to an alternative location.
8. Salvaging building materials if the structure is to be demolished.
9. Documenting the building prior to the issuance of a demolition permit.

Please forward questions to the City of Cedar Rapids Community Development Department at (319) 286-5041.

Address:____________________________________________

Historic Preservation
Liasion Signature: _________________________  Date:________________
To: Historic Preservation Commission  
From: Thomas Smith, Planner and Sara Lunsford, Compliance Monitoring Specialist  
Subject: Wellington Heights Neighborhood Plan  
Date: April 25, 2013

Background:
The City of Cedar Rapids has hired a consulting firm, SAA Design Group (SAA), to complete a neighborhood plan for the Wellington Heights area, which includes the City’s 2nd and 3rd Avenue and Redmond-Grande Historic Districts. This plan will include the following elements:

- Housing  
- Sustainability  
- Economic Vitality  
- Connectivity  
- Community Needs

SAA will be conducting a two day public open house/drop-in charrette Wednesday, May 1st and Thursday, May 2nd at Saint Paul’s United Methodist Church. The open house sessions will be offered from 12:00 – 2:00 p.m. and repeat from 6:00 – 8:00 p.m. on both days. Day one will consist of vision setting workshops based on key neighborhood issues (as stated above) and gathering of public input. Day two will consist of an alternatives analysis session, where public input is used and alternate options are explored. A “sticky dot” exercise or another priority-setting strategy will be used to show consensus. This information will be used to guide the neighborhood plan.

Members of the HPC are invited to attend the sessions and participate in setting priorities for the neighborhood. Questions about the sessions may be directed to Sara Lunsford, Compliance Monitoring Specialist, at 286-5810 or s.lunsford@cedar-rapids.org.