MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, May 9, 2013 @ 4:30 p.m.
Police Substation, 1501 1st Avenue SE

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

Members Absent: Patricia Cargin
Jon Thompson

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

Guests: Kevin Ciabatti, Lonnie Grunner, Tim Klima, Cindy Hadish, Tom Owen,
Dick Green

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.

Public Comment
- Tom Owen stated he just recently became aware of the potential Auto Row Historic District and wanted more information regarding the matter. Thomas Smith stated letters were sent to all property owners in the district informing them of a public meeting to discuss the topic. Another letter will be sent out to property owners letting them know the Auto Row Historic District will not be moving forward.
- Commissioners expressed concerns with what their decision to not pursue the Auto Row Historic District was based on. It was requested the Auto Row Historic District be on a future agenda to discuss steps to proceed and a notifications procedure. It was requested property owners of the potential Auto Row Historic District be invited to attend.
- Dick Green expressed concerns regarding unnecessary damage to a house scheduled for demolition at 1309 8th Street NW and the need to stop a scheduled demolition of a church at 800 G Avenue NW. Mr. Smith explained the property at 1309 8th Street NW had gone through the City’s Residential Property Disposition Program and there was no interest expressed for rehabilitating the property. However, there has been interest indicated in the lot and the property will be proceeding to go through the City’s ROOTs program.
Commissioners expressed concerns that properties like this need to come to the HPC earlier in the process so the HPC can be proactive. Discussion included the fact that the ROOTs program is not for rehabilitation of properties but for using flood impacted lots for new construction. Discussion also included the need for the property at 1309 8th Street NW to be secured.

1. Approve Meeting Minutes
- Todd McNall made a motion to approve the minutes from April 25. Barbara Westercamp seconded the motion. The motion passed unanimously with none opposed.

2. Action Items
   a. COA Applications
      i. 1726 Park Avenue SE – Replace porch windows
         - Thomas Smith stated the property owner would like to replace existing porch windows with metal windows. Currently, some of the windows on the porch are metal while some are wood. Mr. Smith stated he spoke with the property owner and suggested he meet with a liaison from the HPC to discuss options.
         - Bob Grafton volunteered to be the liaison for the property at 1726 Park Avenue SE.
      ii. 1836 Park Avenue SE – Replace porch stairs and flooring
          - Mr. Smith stated the front porch of the structure has rotting wood and the owner would like to replace the porch with pressure treated lumber.
          - Todd McNall made a motion to approve the replacement of porch stairs and flooring for the property at 1836 Park Avenue SE. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

3. New Business
   a. Section 106 training workshop – September 20-21, 2013
      - Mr. Smith stated a training workshop will be held on September 21, 2013 that will focus on options available for historic preservation. The training is open to Historic Preservation Commissions from all over Iowa.
   b. Preservation Showcase 2013 debrief
      - Ms. McKnight-Grafton thanked everyone for participating in the 2013 showcase and asked the commissioners to let her know of things they thought went well, things that need improvement and suggestions for future showcases.

4. Old Business
   a. Demo applications UNDER REVIEW
      i. 1221 3rd Street SE – June 10, 2013
         - Ms. McKnight-Grafton stated the property owner is interested in restoring the property. Ms. McKnight-Grafton volunteered to reach out to the property owner.
   b. Demolition Ordinance Update: Demolition Definition
      - Mr. Smith provided a revised memo to commissioners pertaining to the partial demolition definition and the four criteria involved.
      - Discussion included whether or not to include a criteria pertaining to the interior structural elements.
      - Tim Oberbroeckling made a motion to approve the partial demolition definition as recommended. Barbara Westercamp seconded the motion. The motion passed unanimously.
      - It was requested “removal of roof, or rebuilding of the roof to a different pitch” be changed to “removal of a roof (for example, raising the overall height of a roof, rebuilding the roof to a different pitch, or adding another story to a building.”
• Tim Oberbroeckling rescinded his original motion and motioned to approve the partial demolition definition with the change made to the removal of the roof portion. Moira Blake seconded the motion. The motion passed unanimously.

c. 60 day demolition review signage
   • Mr. Smith stated the proposed sign will be used for a trial period and will be placed on bright colored paper. The signs will be placed near the sidewalk or in a window if the structure is close to the sidewalk.

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

5. Adjournment
   • Barbara Westercamp made a motion to adjourn the meeting at 6:06 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II
Community Development