City of Cedar Rapids  
*Historic Preservation Commission*

Community Development & Planning 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, March 13, 2014  
in the  
Collins Conference Room, City Hall  
101 First Street SE, Cedar Rapids, Iowa

**AGENDA**

Call Meeting to Order

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.

1. Approve Meeting Minutes

2. Action Items
   a) DEMOLITION Applications (15 minutes)  
      i. 127 28th Street Drive SE – Private Property – Previewed on 10/10/13  
      ii. 305 13th Street SW – Private Property  
      iii. 1300 M Street SW – Private Property  
   b) Certificates of Appropriateness (COAs) (15 minutes)  
      i. 1515 2nd Avenue SE – Replace siding and windows

3. New Business
   a) Citywide, Downtown, and Commercial/Industrial Surveys (45 minutes)  
   b) Kirkwood Historic Preservation Curriculum Approval (15 minutes)  
   c) Development Committee Debrief and Next Steps (5 minutes)  
   d) EnvisionCR Comprehensive Plan Kick-off – March 26th

4. Old Business
   a) COA Applications UNDER REVIEW (5 minutes)  
      i. 1527 2nd Avenue SE – DEMOLITION WITHIN LOCAL HISTORIC DISTRICT

5. Adjournment

**FUTURE MEETINGS**

Items for future agendas:
   a) Selection of structures for historic structure reports  
   b) ROOTs homes in Wellington Heights  
   c) Upcoming Ordinance Updates for Development Committee
# MINUTES

**HISTORIC PRESERVATION COMMISSION REGULAR MEETING,**  
**Thursday, February 13, 2014 @ 4:30 p.m.**  

**Collins Conference Room, City Hall, 101 First Street SE**

<table>
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<th>Members Present:</th>
<th>Amanda McKnight-Grafton  Chair</th>
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<tr>
<td></td>
<td>Todd McNall  Vice-Chair</td>
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<tr>
<td></td>
<td>Pat Cargin (Via Telephone)</td>
</tr>
<tr>
<td></td>
<td>Bob Grafton</td>
</tr>
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<td></td>
<td>Ron Mussman</td>
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<td></td>
<td>Tim Oberbroeckling</td>
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<td>Mark Stoffer Hunter</td>
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<td>Barbara Westercamp</td>
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| Members Absent: | Mary Elizabeth Spreitzer       |

| City Staff:     | Thomas Smith, Planner         |
|                | Gary Kranse, Community Development Director |
|                | Kevin Ciabatti, Building Services Director |
|                | Jeff Hintz, 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.
- Eight (8) Commissioners were present with one (1) absent.

Mark Stoffer Hunter arrived at 4:31 p.m.

1. **Approve Meeting Minutes**
   - Todd McNall made a motion to approve the minutes from January 9, 2014. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

2. **Action Items**
   a. **COA Applications**
      i. **1700 Grande Avenue SE – Replace front porch and remove windows on 2nd floor closed in porch**
         - Thomas Smith stated the property is located in the Redmond Grande Historic District and the owner would like to replace the porch and remove windows from the porch on the second level. The owner intends to preserve the wood square columns on the
ends of the porch but would like to replace the two larger columns in the middle of the porch. The replacement columns will be fiberglass columns that are round and fluted with ionic capitals. The owner would also like to replace the wrought iron railing with a balustrade railing on the main level porch. There will also be a balustrade railing on the second level when the porch is opened up.

- Discussion included the previous uses of the home, the possibility that the porch on the second level may have been open in the past, and how removing the windows on the second level will enhance the columns.
- Todd McNall made a motion to approve the COA application for 1700 Grande Avenue SE to replace the deteriorated wood columns with round, fluted, ionic capital fiberglass columns; remove the windows from the second level porch; and remove wrought iron railing and replace with balustrade. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

3. New Business
   a. Certified Local Government (CLG) Annual Report Information
      - Mr. Smith stated every year the City has to file a Certified Local Government Report with the State Historic Preservation Office. Within the report members of the commission need to demonstrate the trainings they attended. Mr. Smith requested HPC members complete the forms and return them no later than February 27th.

   b. HPC Community Care Day
      - Amanda McKnight-Grafton presented an idea to have a HPC Community Care Day where HPC members and other volunteers could donate their time to assist in projects to help with curb appeal for properties in historic districts. Projects could include planting flowers, painting houses, etc.
      - Discussion included getting involvement from other organizations including Save CR Heritage and non-profits, having the event in May as May is national preservation month, getting neighborhood associations involved and partnering with organizations that can assist in funding aspects.

4. Old Business
   a. MOA/LOA Project Status Update
      - Mr. Smith provided an update on all MOA/LOA projects.

   b. 15 Day Review Period and Other Ordinance Changes – Status Update and Options
      - Mr. Smith explained the process for ordinance changes and presented two options for HPC consideration on how they would like to handle proposed ordinance changes.
      - **OPTION A** - Have Development Committee begin ordinance item reviews
        - 15 business day review period extension – Feb. 26 Development Committee
        - Over following months:
          - Accessory structure demolition review
          - Partial demolition review
          - Ornamentation in historic districts
      - **OPTION B** - Coordinate ordinance changes with professional consultant during comprehensive historic preservation plan development
        - Plan includes review of all existing ordinances and guidelines
        - Consultant under contract, development to start in March
      - Discussion included pros and cons for each option. Discussion also included switching the 60 day review period to a 55 day review period.
• Tim Oberbroeckling made a motion to go with Option A leaving a 60 day review period. Barbara Westercamp seconded the motion. The motion passed unanimously.

c. **2014 Preserve Iowa Summit Update**
• Ms. McKnight-Grafton provided an update on progress made for the 2014 Preserve Iowa Summit including speakers, tours, etc.

d. **Local Historic District Street Signage**
• Mr. Smith stated Community Development staff will meet with Public Works staff in the coming weeks to discuss options for historic district signage.

Barbara Westercamp left the meeting at 6:04 p.m.

• Discussion included the possibility of getting an inventory of current historic district signage, the funding available, and compatibility with existing street signs.

e. **COA Applications UNDER REVIEW**
   i. **1527 2nd Avenue SE – DEMOLITION WITHIN LOCAL HISTORIC DISTRICT**
   • Bob Grafton stated the lien on the property has been released.

5. **Adjournment**
• Tim Oberbroeckling made a motion to adjourn the meeting at 6:16 p.m. Todd McNall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II
Community Development
ACTION ITEMS
**DEMOLITION PERMIT APPLICATION**

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<th>Address of Demolition:</th>
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<td>Contractor's Address:</td>
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<td>1646 sq ft</td>
<td>Number of Stories:</td>
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<td>Building has Basement:</td>
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**DISPOSAL OF DEMOLITION MATERIALS**

- City of Cedar Rapids Landfill

*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:** 2/22/14

**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: [Blank]
- Demolition Permit Fee: $ [Blank]
- Date Issued: [Blank]
- Date Paid: [Blank]
- Zoning District: [Blank]
- Date All Utilities Were Disconnected: [Blank]
- Permit Issued by: [Blank]
- Date Signed: [Blank]
Appraisal Summary - GPN: 14142-29001-00000

Class: RESIDENTIAL
PDF: Res Permit Region 5
Plat Map: 2021
Deed Holder: CORNERHOUSE PROPERTIES LLC
Mailing Address: 1641 BOYSON SQUARE DR STE 100 HIAWATHA IA 52233-0000
Legal Description: HEDGES 1ST (LESS ST) E 78' STR/LB 16 1

Homestead: Military:

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

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RESIDENTIAL DWELLING

Occupancy: Two-Family Conversion
Style: 1 1/2 Story Frame
Year Built: 1910
Exterior Material: Alum
Above-Grade Living Area: 1,646 SF
Number Rooms: 9 above, 0 below
Number Bedrooms: 3 above, 0 below
Basement Area Type: Full
Basement Finished Area: 0 SF
Number of Baths: 2 Full Bath; 1 Sink
Central Air: Yes
Heat: FHA - Gas
Number of Fireplaces: None
Garage: 440 SF - Det Frame (Built 1990)
Porches and Decks: 1S Frame Enclosed (133 SF); 1S Frame Open (336 SF)
Yard Extras: None

NOTES:
PRE RVAL: 2 APTS. X-PLMB=1 BT, SK. BI=2 GD.
1-2012 RESHINGLED TWO-FAMILY CONVERSION - NAV. 10/6/11 JA
1-2013 6YR CYCLE. EST. NO CHANGES 3/16/2012 AE 1-2013 - HOMEOWNERS QUESTIONNAIRE MAILED 12/7/12 NO CHANGES PER MAILER 12/11/2012 AE

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PERMITS

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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
City of Cedar Rapids
Code Enforcement Division
1201 6th St SW  Cedar Rapids, IA 52404
Main Phone: (319) 286-5831  Fax: (319) 286 5830

DESTRUCTION PERMIT APPLICATION

Address of Demolition: 305 13th St SW  Cedar Rapids, IA
GPN: 19293-01005-00000
Approximate Age of Structure Year Built: 1895
Reason: (optional)
Future Plans: (optional)

Property Owners Name: Good News Baptist Church
Phone:

Property Owners Address: 1263 3rd Ave SW  Cedar Rapids, IA 52404
City / State / Zip Code

Contractor's Name: D. W. Zoller Company
Phone: 319-364-8090

Contractor's Address: 1215 Commercial Dr  Waverly, IA 52351
City / State / Zip Code

Type of Building: X Single Family  Multi Family # Units  Commercial  Accessory Building

Size of Building: Dimensions are: 28 x 22  Number of Stories: 1  Height: 12

Building has Basement: Yes  No if Yes, What Dimensions: 28 x 22

City of Cedar Rapids Landfill  Private Landfill – Contact:  Phone 

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 and/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: 3-10-14

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 dks
Appraisal Summary - GPN: 14293-01005-00000

(142930100500000)

Property Address: 305 13TH ST SW
Cedar Rapids, IA

Class: RESIDENTIAL
PDF: Res Permit Region 10
Plat Map: 2527

Deed Holder: GOOD NEWS BAPTIST CHURCH
Mailing Address:
1203 3RD AVE SW
CEDAR RAPIDS IA
52404-0000

Legal Description: A.P. #192 STR/LB 5
Homestead: Military:

If you have recently purchased your home, please click here to apply for the Residential Homestead Tax Credit.

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

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

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RESIDENTIAL DWELLING

Occupancy: Single-Family
Style: 1 1/2 Story Frame
Year Built: 1895
Exterior Material: Vinyl
Above-Grade Living Area: 1,311 SF
Number Rooms: 7 above, 0 below
Number Bedrooms: 3 above, 0 below
Basement Area Type: Full
Basement Finished Area: 0 SF
Number of Baths: 1 Full Bath
Central Air: No
Heat: FHA - Gas
Number of Fireplaces: None
Garage: None
Porches and Decks:  Wood Deck-Med (100 SF); 1S Frame Enclosed (100 SF)
Yard Extras:  None

NOTES:
PRE RVAL: BATH 1ST FL. UNFINISHED BSMT 6' CEILING.
1-2010 REPLACED EXISTING FHA/WTR - NAV. CONFIRMED EXTERIOR LISTING. CONFIRMED LISTING WITH INFO FROM OWNER JA
1-2010 BOARD OF REVIEW PETITION #210 REDUCE TO $77,000
1-2011 6YR CYCLE - NO CHANGES; INFO PER OWNER - 11/8/2010 CLP
1-2013 REMOVE 2010 BOR ACTION. 1/21/13 JKB
1-2014 CHANGE MAP ARE FROM SW 404 TO SW 405. 12/30/13 JKB

1 - 2014 MAP FACTOR ADJUSTED DUE TO MARKET CONDITION

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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
City of Cedar Rapids
Code Enforcement Division
1201 6th St SW  Cedar Rapids, IA 52404
Main Phone: (319) 286-5831  Fax: (319) 286 5830

DEMOLITION PERMIT APPLICATION

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<td>TX</td>
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<td>D.W. Sensen Company</td>
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<td>Height:</td>
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</table>

<table>
<thead>
<tr>
<th>DISPOSAL OF DEMOLITION MATERIALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UTILITIES INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>All utilities shall be abandoned in accordance with City requirements and verified and/or inspected before Demolition Permit is issued and demolition begins.</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>APPLICANT'S SIGNATURE:</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-10-14</td>
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<table>
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<tr>
<th>OFFICE USE ONLY:</th>
</tr>
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<tbody>
<tr>
<td>UTILITIES DISCONNECTION INFORMATION &amp; APPROVALS</td>
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<table>
<thead>
<tr>
<th>Water:</th>
<th>Alliant Energy:</th>
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<td>Sewer:</td>
<td>Mid-American Energy:</td>
</tr>
<tr>
<td>Public Works:</td>
<td>MediaCom:</td>
</tr>
<tr>
<td>CED:</td>
<td>Other:</td>
</tr>
<tr>
<td>Zoning:</td>
<td>Other:</td>
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<th>PERMITTING INFORMATION:</th>
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<tr>
<td>Demolition Permit Number:</td>
</tr>
<tr>
<td>Demolition Permit Fee:</td>
</tr>
<tr>
<td>Zoning District:</td>
</tr>
<tr>
<td>Permit Issued by:</td>
</tr>
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</table>
Appraisal Summary - GPN: 14283-55019-00000

Property Address: 1300 M ST SW
Cedar Rapids, IA

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

PDF: Res Permit Region 10  Neighborhood: SW 403
Plat Map: 2525

Deed Holder: FEDERAL NATIONAL MORTGAGE ASSOC

Mailing Address:
P O BOX 650043
DALLAS TX 75265-0043

Legal Description: YOUNG’S 1ST STR/LB 5 4

Homestead: Military:

If you have recently purchased your home, please click here to apply for the Residential Homestead Tax Credit.

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.

LOT INFORMATION

SEGMENT #1

Front   Rear   Side 1   Side 2
40      40      127      127

SEGMENT #2: 0 Acres; 0 SF

RESIDENTIAL DWELLING

Occupancy: Single-Family  Number Rooms: 6 above, 0 below
Style: Salvage        Number Bedrooms: 2 above, 0 below
Year Built: 1880        Basement Area Type: Full
Exterior Material: Vinyl        Basement Finished Area: 0 SF
Above-Grade Living Area: 624 SF        Number of Baths: 1 No Bathroom

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

Scroll down for sketch.
Central Air: No
Heat: No
Number of Fireplaces: None
Garage: 768 SF - Det Frame (Built 1963)
Porches and Decks: Wood Stoop (20 SF); Wood Deck-Med (161 SF)
Yard Extras: Sheds

NOTES:
1-2009 FLOOD ADJUSTED PROPERTY C-2010
1-2009 LAND VALUE LESS ESTIMATED DEMOLITION COST FOR 2009 C-2010. 1/19/09 JC
1-2010 NO CHANGE - LAND VALUE LESS ESTIMATED DEMOLITION COST FOR 2010 C-4-2011 - 03/04/10 BS
1-2011 6YR CYCLE - NO CHANGE. C-2012. 12/2/10 WK
1-2012 NEW FOUNDATION (NAV - PERMIT FROM 2010); 2/10/2012 CLP
1-2014 NO CHANGE. 11/4/13 JKB

<table>
<thead>
<tr>
<th>2014 ASSESSMENT</th>
<th>Date</th>
<th>Type</th>
<th>Volume/Page</th>
<th>$ Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land $5,000</td>
<td>8/20/2013</td>
<td>Deed</td>
<td>8788/1</td>
<td>$85,254</td>
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<tr>
<td>Dwelling $0</td>
<td>10/24/1989</td>
<td>Deed</td>
<td>1950/163</td>
<td>$0</td>
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<tr>
<td>Improvements $0</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Total $5,000</td>
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<td>1/13/2011</td>
<td>WORK ORDER</td>
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<tr>
<td>Dwelling $0</td>
<td>9/14/2010</td>
<td>2008 FLOOD</td>
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<tr>
<td>Improvements $0</td>
<td>3/18/2010</td>
<td>WORK ORDER</td>
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<td>2008 FLOOD</td>
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<tr>
<td>Improvements $0</td>
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<tr>
<td>Dwelling $0</td>
<td></td>
</tr>
<tr>
<td>Improvements $0</td>
<td></td>
</tr>
<tr>
<td>Total $5,000</td>
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</tr>
</tbody>
</table>

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
CEDAR RAPIDS
HISTORIC DISTRICT APPLICATION
Community Development Department, 101 First Street SE, Cedar Rapids, IA 52401, Phone 319-286-5041

Owner Information
Name: FOUNT, LLC
Address: 650 Community Dr. Ste. A
City: North Liberty
State: IA
Zip: 52317
Phone: (319) 400-2357

Applicant Information
Name: Anthony Burrier
Company: FOUNT, LLC
Address: 650 Community Dr. Ste. A
City: North Liberty
State: IA
Zip: 52317
Home Ph: (319) 400-2357
Work Ph: SAME

Address of Property where work is to be done:
1515 2nd Ave. SE

Project type: House □, Garage □, Shed □, Fence □, Addition □, other □

Project description: Replacement of windows and siding.

Location: Describe where (what part of the building, or where on property) work will be done:
Exterior, Siding & windows

Materials: Type and design to be used
Vinyl siding to replace Asb./slate
Energy efficient Vinyl windows to replace lead paint/depleted windows

Estimates required: If you will not be using the same type of materials as already used on the building, then you must obtain two estimates using the existing material(s) and two estimates using the new material(s). Same material not permissible by law & code.

Samples: Applicant must bring a sample of the material(s) to HPC meeting if a COA is required.

Applicant's signature: [Signature]

For Community Development Department use only:
Date Received: [Date]
Redmond Park-Grande Avenue □
Second and Third □
Received by: Contributing structure? □ Yes □ No
Key structure? □ Yes □ No
File No.
CNME Issued? □ Yes □ No
COA required? □ Yes □ No
Appraisal Summary - GPN: 14222-79013-00000

(Property Address: 1515 2ND AVE SE
Cedar Rapids, IA
WITHIN LOCAL HISTORIC DISTRICT)

Class: RESIDENTIAL

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

PDF: Res Permit Region 7

Neighborhood: SE 231

Plat Map: 2223

Deed Holder: FOUNT LLC

Mailing Address:
760 FAIRVIEW LANE
NORTH LIBERTY IA IA
52317-0000

Legal Description: BEVER PARK 1ST SW 30' STR/LB 6 7

Homestead: Military:

If you have recently purchased your home, please click here to apply for the Residential Homestead Tax Credit.

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.

LOT INFORMATION

SEGMENT #1

<table>
<thead>
<tr>
<th>Front</th>
<th>Rear</th>
<th>Side 1</th>
<th>Side 2</th>
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<tbody>
<tr>
<td>30</td>
<td>30</td>
<td>140</td>
<td>140</td>
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</tbody>
</table>

RESIDENTIAL DWELLING

Occupancy: Two-Family Conversion

Style: 2 Story Frame

Year Built: 1906

Exterior Material: Asb

Above-Grade Living Area: 1,700 SF

Number Rooms: 6 above, 0 below

Number Bedrooms: 2 above, 0 below

Basement Area Type: Full

Basement Finished Area: 0 SF

Number of Baths: 2 Full Bath; 1 Sink

Central Air: No

Additional Photos...
Heat: FHA - Gas
Number of Fireplaces: None
Garage: 360 SF - Det Frame (Built 1906)
Porches and Decks: 1S Frame Open (40 SF)
Yard Extras: None

NOTES:
PRE RVAL: FuncDesc: EC.
PRE RVAL: X-PLMB=1 BT, SK. 7/2000: PERMIT EXPIRED, NAV-DP.
11/25/2003-DWLG VACANT AT TIME OF LISTING. KITCHEN REMODELED 2004. GARAGE ROOF & DOORS 2004. 1 GAS METER, 3 ELECT METERS. Func OBSO 10% LAYOUT, 10% NO SEPARATE GAS.
1-2008 REPAIRS TO GAR, ADD FHA TO HOUSE, NOTICE OF LEAD PAINT IN UPPER UNIT CHANGE C-09 RECHECK 12/6/07 DP
1-2009 NO CHANGE TO DWLG - NAV. 2/24/09 JA
1-2013 6YR CYCLE. EST. NO CHANGES 9/19/2012 AE 1-2013 - HOMEOWNERS QUESTIONNAIRE MAILED 12/7/12 NO CHANGES PER MAILER 12/11/2012 AE

2014 ASSESSMENT
- Land $10,500
- Dwelling $37,650
- Improvements $0
- Total $48,150

2013 ASSESSMENT
- Land $10,500
- Dwelling $37,650
- Improvements $0
- Total $48,150

2012 ASSESSMENT
- Land $7,500
- Dwelling $44,710
- Improvements $0
- Total $52,210

2011 ASSESSMENT
- Land $7,500
- Dwelling $44,710
- Improvements $0
- Total $52,210

Sales

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<th>Date</th>
<th>Type</th>
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<th>$ Amount</th>
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<td>2/28/2014</td>
<td>Deed</td>
<td>8914/177</td>
<td>$21,000</td>
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<tr>
<td>5/30/2007</td>
<td>Deed</td>
<td>6684/357</td>
<td>$0</td>
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<tr>
<td>8/5/2005</td>
<td>Contract</td>
<td>6087/617</td>
<td>$63,350</td>
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<td>11/24/2003</td>
<td>Deed</td>
<td>5504-94</td>
<td>$30,000</td>
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Permits

<table>
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<tr>
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<tbody>
<tr>
<td>8/20/2007</td>
<td>REPAIR</td>
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<tr>
<td>8/10/2004</td>
<td>ROOF</td>
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<tr>
<td>1/8/2004</td>
<td>KITCHEN REMODEL</td>
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<tr>
<td>6/2/1999</td>
<td>SIDING</td>
</tr>
<tr>
<td>6/2/1999</td>
<td>WINDOWS</td>
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</table>

Sketch
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Property photos or data incorrect? Click Here
NEW BUSINESS
Inventory of Industrial Sites

<table>
<thead>
<tr>
<th>Number</th>
<th>Street</th>
<th>Historic Name</th>
<th>Year Built</th>
<th>Status</th>
<th>Update</th>
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</thead>
<tbody>
<tr>
<td>401</td>
<td>1st St SE</td>
<td>Hamilton Bros (also Downtown)</td>
<td>1899</td>
<td>NRHP 1994</td>
<td></td>
</tr>
<tr>
<td>427</td>
<td>1st St SE</td>
<td>Fire Station No. 1 (also Downtown)</td>
<td>1917</td>
<td>NR</td>
<td>Pending</td>
</tr>
<tr>
<td>600</td>
<td>1st St SE</td>
<td>John Blau's Sons (also Downtown)</td>
<td>1914</td>
<td></td>
<td></td>
</tr>
<tr>
<td>900</td>
<td>2nd St SE</td>
<td>Churchill Drug</td>
<td>1925</td>
<td>SHPO: Not eligible</td>
<td>2007</td>
</tr>
<tr>
<td>600</td>
<td>3rd St SE</td>
<td>Brown-Evans Manuf.</td>
<td>1919</td>
<td>NRHP 1999</td>
<td></td>
</tr>
<tr>
<td>905</td>
<td>3rd St SE</td>
<td>Witwer Grocery</td>
<td>1946</td>
<td>NRHP 1998</td>
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<tr>
<td>400</td>
<td>6th Ave SE</td>
<td>Pepsi (Tehel) (also Downtown)</td>
<td>1912</td>
<td>Consultant: Not</td>
<td>Not eligible (integrity)</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>eligible: Not</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>eligible 2009</td>
<td></td>
</tr>
<tr>
<td>306-08</td>
<td>6th Ave SE</td>
<td>Peterson Baking (also Downtown)</td>
<td>c 1931</td>
<td></td>
<td></td>
</tr>
<tr>
<td>400-404</td>
<td>9th Ave SE</td>
<td>Blue Valley Creamery</td>
<td>c 1912</td>
<td></td>
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<tr>
<td>406-410</td>
<td>9th Ave SE</td>
<td>Ellis &amp; Roth</td>
<td>1912</td>
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<tr>
<td>329</td>
<td>10th Ave SE</td>
<td>JG Cherry</td>
<td>1919</td>
<td>NRHP 2002</td>
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<tr>
<td>200</td>
<td>B Ave NE</td>
<td>Quaker Oats</td>
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<td>Not eligible</td>
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<tr>
<td>620</td>
<td>17th St NE</td>
<td>Vetter &amp; Parks Lumber</td>
<td>1927</td>
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<td>855</td>
<td>35th St NE</td>
<td>Rockwell Collins</td>
<td>1941</td>
<td>Not eligible</td>
<td>(integrity)</td>
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<tr>
<td>761</td>
<td>J Ave NE</td>
<td>Water Purification Plant</td>
<td>c 1930</td>
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<td></td>
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<tr>
<td>807</td>
<td>A Ave NW</td>
<td>Chandler Pump Co.</td>
<td>c 1890</td>
<td></td>
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<tr>
<td>707-711</td>
<td>B Ave NW</td>
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<tr>
<td>625</td>
<td>C Ave NW</td>
<td>Universal Crusher</td>
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<td>Year</td>
<td>Status</td>
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<td>------------------</td>
<td></td>
<td></td>
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<tr>
<td>605 G Ave NW</td>
<td>Cedar Rapids Pump</td>
<td>c 1890</td>
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<tr>
<td>519-521 H St SW</td>
<td>Knutson Metal</td>
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<tr>
<td>1445 Rockford Rd SW</td>
<td>Rockford Road Station, CRANDIC</td>
<td>2007</td>
<td>Not eligible (replacement)</td>
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<td>42 7th Ave SW</td>
<td>Iowa Pipe &amp; Supply / Mott</td>
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<td>Address</td>
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<tr>
<td>57-01279</td>
<td>200 1ST AVE NE</td>
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<td>1925</td>
<td>NRHP 1991</td>
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<td>57-01312</td>
<td>200 2ND ST SE</td>
<td>Dows Bldg</td>
<td>1910/1930</td>
<td>CEF 2010</td>
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<td>57-01313</td>
<td>303 2ND AVE SE</td>
<td>U.S. Post Office</td>
<td>1908</td>
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<td>57-01467</td>
<td>102-106 3RD ST SE</td>
<td>Iowa Theatre</td>
<td>1926 1928</td>
<td>CEF 2009 CIPD 2010</td>
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<td>57-01468</td>
<td>305 2ND ST SE</td>
<td>Paramount</td>
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<td>NRHP 1976</td>
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<tr>
<td>57-01470</td>
<td>307 3RD AVE SE</td>
<td>Kubias Hardware</td>
<td>1902</td>
<td>CEF 2010</td>
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<tr>
<td>57-01570</td>
<td>216 3RD ST SE</td>
<td>Guaranty Building</td>
<td>1895</td>
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<tr>
<td>57-01572</td>
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<td>Hutchinson Bldg</td>
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<td>Lattner Aud.</td>
<td>1900</td>
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<td>221 4TH AVE SE</td>
<td>Iowa Bldg</td>
<td>1914</td>
<td>NRHP 1983</td>
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<td>57-01311</td>
<td>119 2ND AVE SE</td>
<td>Security Bldg</td>
<td>1907</td>
<td>NRHP 1977</td>
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<td>57-06680</td>
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<td>Fawcett Bldg</td>
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<td>American Trust Bldg</td>
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<td>57-09481</td>
<td>203-207 1ST AVE SE</td>
<td>Syndicate Clothing Co</td>
<td>1900</td>
<td>SHPO: Not Eligible 2009</td>
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<tr>
<td>57-09484</td>
<td>325 2ND AVE SE</td>
<td>Muskwaki Blk</td>
<td>1897</td>
<td>SHPO: Not Eligible 2010</td>
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<tr>
<td>57-09501</td>
<td>319-323 3RD ST SE</td>
<td>Welch Cook Beals</td>
<td>1906</td>
<td>CEF 2010</td>
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<td>Business Name</td>
<td>Year</td>
<td>SHPO:</td>
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<tr>
<td>57-09505</td>
<td>225 2ND AVE SE</td>
<td>Jones-Luberger</td>
<td>1880</td>
<td>Not Eligible 2010</td>
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<tr>
<td>57-09509</td>
<td>120 3RD AVE SE</td>
<td>Higley Bldg</td>
<td>1918</td>
<td>CEF 2010</td>
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<tr>
<td>57-09513</td>
<td>218 2ND ST SE</td>
<td>Granby</td>
<td>1894</td>
<td>CEF 2010</td>
<td></td>
</tr>
<tr>
<td>57-09515</td>
<td>206 2ND AVE SE</td>
<td>Warriner Bldg</td>
<td>1890</td>
<td>SHPO: Not Eligible 2010</td>
<td></td>
</tr>
<tr>
<td>57-09516</td>
<td>217 3RD ST SE</td>
<td>Royal Hotel</td>
<td>1910</td>
<td>CEF 2010</td>
<td></td>
</tr>
<tr>
<td>57-10033</td>
<td>219 2ND ST SE</td>
<td>Mullin</td>
<td>1912</td>
<td>CEF 2010</td>
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</tr>
<tr>
<td>57-10038</td>
<td>226 2ND AVE SE</td>
<td>Merchants Nat'l Bank</td>
<td>1926</td>
<td>CEF 2010</td>
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<tr>
<td>57-10039</td>
<td>210-230 3RD AVE SE</td>
<td>Armstrong Bldg.</td>
<td>1959</td>
<td>SHPO: Not Eligible 2010</td>
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<tr>
<td>57-10040</td>
<td>303 3RD AVE SE</td>
<td>Arco</td>
<td>1930</td>
<td>CEF 2010</td>
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</tr>
<tr>
<td>57-10125</td>
<td>316 3RD AVE SE</td>
<td>Strand Theater</td>
<td>1915</td>
<td>CEF 2010</td>
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<tr>
<td>57-10133</td>
<td>320 2ND AVE SE</td>
<td>C.R. Cornice Works</td>
<td>1900</td>
<td>SHPO: Not Eligible 2010</td>
<td></td>
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<tr>
<td>57-10175</td>
<td>215 2ND AVE SE</td>
<td>Martin Dry Goods</td>
<td>1905</td>
<td>SHPO: Not Eligible 2011</td>
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<tr>
<td>57-10513</td>
<td>109 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1942</td>
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<tr>
<td>57-10528</td>
<td>116 3RD AVE SE</td>
<td>Sindelar Saloon</td>
<td>1900</td>
<td>CEF 2012</td>
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<tr>
<td>57-10704</td>
<td>415 3RD ST SE</td>
<td>Sokol Gym</td>
<td>1907</td>
<td>NRHP 2013</td>
<td></td>
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<tr>
<td></td>
<td>100 2ND ST SE</td>
<td>Golden Eagle Bldg</td>
<td>1898</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>110 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1911</td>
<td></td>
<td></td>
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<tr>
<td>Address</td>
<td>Historic Name</td>
<td>Year Built</td>
<td>Status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------</td>
<td>------------</td>
<td>-------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>112 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1910</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>313 3RD AVE SE</td>
<td>Heritage Bldg</td>
<td>1905</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>215 3RD ST SE</td>
<td>ice cream shop</td>
<td>1880</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>209 3RD ST SE</td>
<td>Ely Building</td>
<td>1880</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>213 2ND AVE SE</td>
<td>Commercial Bldg</td>
<td>1910</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>316 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1913</td>
<td></td>
<td></td>
<td></td>
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</table>

**Potentially Contributing to Historic District**

<table>
<thead>
<tr>
<th>Inventory</th>
<th>Address</th>
<th>Historic Name</th>
<th>Year Built</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>57-10131</td>
<td>211 1ST AVE SE</td>
<td>Craemer's Dept Store</td>
<td>1889</td>
<td>SHPO: Not Eligible 2010</td>
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<tr>
<td>57-10132</td>
<td>213 1ST AVE SE</td>
<td>Neisner Bros Dept Store</td>
<td>1900</td>
<td>SHPO: Not Eligible 2010</td>
</tr>
<tr>
<td></td>
<td>208 2ND AVE SE</td>
<td>Commercial Bldg</td>
<td>1900</td>
<td></td>
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<tr>
<td></td>
<td>118 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1890</td>
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<tr>
<td>57-10530</td>
<td>209 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1967</td>
<td>SHPO: Not Eligible 2011</td>
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<td>57-10531</td>
<td>213 2ND ST SE</td>
<td>Commercial Bldg</td>
<td>1900</td>
<td>SHPO: Not Eligible 2012</td>
</tr>
<tr>
<td>57-01571</td>
<td>320 3RD ST SE</td>
<td>Bohemian Savings</td>
<td>1940</td>
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<tr>
<td>57-09926</td>
<td>324 3RD ST SE</td>
<td>Torch Press Bldg</td>
<td>1900</td>
<td>CEF 2009</td>
</tr>
<tr>
<td>Inventory</td>
<td>Address</td>
<td>Historic Name</td>
<td>Year Built</td>
<td>Status</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------</td>
<td>-----------------------------------------</td>
<td>------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>57-10048</td>
<td>118 2ND AVE SE</td>
<td>United Fire &amp; Casualty Bldg</td>
<td>1923</td>
<td>SHPO: Not Eligible 2010</td>
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</table>

### Other Downtown Inventory Sites

<table>
<thead>
<tr>
<th>Inventory</th>
<th>Address</th>
<th>Historic Name</th>
<th>Year Built</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>57-09507</td>
<td>411 1ST AVE SE</td>
<td>Burlington CR &amp; Northern Bldg</td>
<td></td>
<td>SHPO: Not Eligible</td>
</tr>
<tr>
<td>57-09494</td>
<td>417 1ST AVE SE</td>
<td>Irvine/Bever Bldg</td>
<td>1926</td>
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<tr>
<td>57-09500</td>
<td>419 2ND AVE SE</td>
<td>Coffits Bldg/Hall Bicycle</td>
<td>1902</td>
<td>CEF 2010</td>
</tr>
<tr>
<td>57-10505</td>
<td>526 2ND AVE SE</td>
<td>Inter-State School Bldg.</td>
<td>1908</td>
<td>CEF 2010</td>
</tr>
<tr>
<td>57-01471</td>
<td>97 3RD AVE SE</td>
<td>Smulekoff's Furniture</td>
<td>1904</td>
<td>CEF 2011</td>
</tr>
<tr>
<td>57-01471</td>
<td>420 3RD AVE SE</td>
<td>Cedar Rapids Public Library/Museum of Art</td>
<td>1904</td>
<td>NRHP??</td>
</tr>
<tr>
<td>57-09514</td>
<td>117 5TH ST SE</td>
<td>Palmer Building</td>
<td>1905</td>
<td>CEF 2010</td>
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<tr>
<td>57-01856</td>
<td>310 5TH ST SE</td>
<td>First Presbyterian Church</td>
<td>1869</td>
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<tr>
<td>57-06443</td>
<td>318 5TH ST SE</td>
<td>YWCA</td>
<td>1911</td>
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<td>57-02003</td>
<td>512 6TH ST SE</td>
<td>Bethel AME Church</td>
<td>1931</td>
<td>NRHP 2013</td>
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<tr>
<td>57-02687</td>
<td>501 A AVE NE</td>
<td>St John the Baptist Greek Orthodox Church</td>
<td>1946</td>
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<tr>
<td>57-02687</td>
<td>525 A AVE NE</td>
<td>Grace Episcopal Church</td>
<td>1873, 1890</td>
<td>SHPO: Not eligible</td>
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<tr>
<td>57-01286</td>
<td>616 A AVE NE</td>
<td>Consistory No. 2/Scottish Rite Temple</td>
<td>1908</td>
<td>NRHP 1998</td>
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<tr>
<td>57-01286</td>
<td>813 1ST AVE SE</td>
<td>Iowa Masonic Library</td>
<td>1950</td>
<td></td>
</tr>
</tbody>
</table>
2013 Citywide Reconnaissance Survey Areas
Architectural and Historical Resources of Cedar Rapids Residential Neighborhoods, 1870-1965
Cedar Rapids, Linn County, Iowa

KEY
Northwest Quadrant
1. Belmont Park
2. East Highlands
3. North Highlands
4. Rapids Township
Northeast Quadrant
5. Greene & College 1st Addn
6. Clarendon Hills
7. Northview First Addition
8. Eastland Manor
9. Mound Farm Additions
10. Kenwood Park
11. Noelridge Plat
12. Coon-McNeal Development
13. Coe College Campus
14. Mount Mercy University Campus
Southeast Quadrant
15. Vernon Heights
16. Bever Park & Bever Woods
17. Ridgewood Addition
18. Mosher’s Addition
19. Country Club Heights Addition
20. Midway Park Addition

1 inch = 1 mile
2013 Citywide Reconnaissance Survey: SE Quad
Architectural and Historical Resources of Cedar Rapids
Residential Neighborhoods, 1870-1965
Cedar Rapids, Linn County, Iowa
To: Historic Preservation Commission  
From: Thomas Smith, Planner  
Subject: Chapter 18 Historic Preservation Ordinance Updates  
Date: March 13, 2014

Background and Recommendations:  
Over the past several months, representatives from Kirkwood Community College, the State Historic Preservation Office, FEMA, the Iowa Economic Development Authority, Iowa Homeland Security, and Preservation Iowa have discussed and reviewed the syllabi for nine historic preservation courses to be offered at Kirkwood Community College beginning fall 2014.

This historic preservation program is the first of its kind in the state of Iowa and will be offered through the continuing education division on a course-by-course basis. The courses are aimed at both tradespeople and owners of historic properties with an interest in preservation and historically-appropriate repairs and alterations.

At this time, FEMA is requesting a vote of approval from the Historic Preservation Commission to accept the coursework and allow Kirkwood to begin marketing and developing scholarship opportunities for the program. Representatives from Iowa Homeland Security, FEMA, the City, and the State Historic Preservation Office have submitted their approvals to move forward with the historic preservation classes.

A syllabus for each course is attached to this memo.
Kirkwood Continuing Education and Training Services Course Syllabus

Historic Preservation Basics

Description: Preserving a historic building requires research and careful planning to get the best results. Participants will learn how to identify and prioritize historic preservation techniques they can use on a range of properties. This course arms participants with a broad understanding of historic preservation on the local, state, and national levels in terms of history, incentives, standards, and application. Students will develop a historic preservation “tool kit” of resources where they may look for guidance and solutions as they undertake preservation projects.

Instructor will adapt content to knowledge level and interest of students. The students will interact with the instructor for the purpose of classroom discussion. Instructor will help motivate students to take measures to help preserve the architectural heritage of the area.

Course length: 12 hours

Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework so that field lab time can be used for practicing techniques. Students will work from a schedule of hands on practices designed to teach specific techniques that reinforce one another to achieve a high level of proficiency. This class is mostly hands on lab work.

Objectives and Course Competencies: Upon completion of this course participants will be able to:

- Describe and discuss why preservation is an important aspect of community revitalization.
- Describe and discuss different methods of preserving a historic property.
- Identify historic buildings and their elements.
- Describe and discuss the National Register of Historic Places.
- Describe and discuss the application process for listing on the National Register.
- Describe and discuss Cedar Rapids’ and Linn County’s historic preservation ordinances and climate.
- Describe and discuss tax incentives for historic preservation.
- Describe and discuss the Secretary of the Interior’s Standards for Rehabilitation.
- Describe and discuss the history of historic preservation in America.
- Describe and discuss state and federal preservation laws and agencies.
- Describe and discuss local, state, and national preservation resources.
- Identify resources available to find information about historic preservation standards and incentives.

Course Handouts:
Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.

• Copy of Section 106 of the National Historic Preservation Act, as amended
• Copy of 36CFR800 the implanting regulations of Section 106 of the NHPA
• National Register of Historic Places Overview brochure
• Handouts with architectural styles and building features
• Preservation Brief #17: Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character.

Cell Phones:
Cell phone usage is prohibited during classroom or field lab times. Cell phones and other personal electronic devices are considered a safety hazard and are a distraction to others. Turn cell phones off while class is in session. Personal radios, CD players, etc. are considered a distraction and should not be used during class time. If you have a legitimate reason for cell phone or pager uses during class time discuss it with your instructor.

Kirkwood Attendance Policy:
Learning is central to our work at Kirkwood Community College. Faculty design educational experiences to facilitate learning and students learn by engaging in those experiences. Attendance and engagement in all scheduled classes is regarded as integral to learning and is expected of all students. Kirkwood faculty members identify expectations for learning and attendance in their course syllabi. Students are accountable for the learning outcomes for each session, including those sessions that have been missed. Assessments of learning that occur during an absence may or may not be made up, depending on the policies of the instructor and the nature of the absence.

Productive Classroom Learning Environment:
We believe that the best learning takes place in an environment where faculty and students exhibit trust and mutual respect. Students promote trust by preparing honest and thoughtful work, and by expecting evaluation based on performance. Faculty promote trust by setting clear guidelines for assignments and evaluations, honest feedback, and by assigning bias-free grades. Students show respect by being prepared and attending class on time, by paying attention, contributing to discussions listening respectfully to others point of view, meeting deadlines and striving for their best performance. Faculty show respect by their timeliness and preparedness, by taking students seriously, by valuing their goals and aspirations, and by providing honest feedback. In a productive learning environment, faculty and students work cooperatively, recognize and respect differences, model the values of character and citizenship, and become lifelong learners.

Americans with Disabilities Act:
Students with disabilities that require accommodations to achieve course objectives should file an accommodation application with the Developmental Education department, Linn Hall Room 133 as soon as possible.

Grading Scale:
There is no written work to be submitted or graded. Your Pass or Fail grade will be determined
solely by your behavior in class and your ability to learn and execute the objectives to the satisfaction of your instructor.

Course Outline:

1. Introduction and Orientation
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions

2. Class Outline

3. Introduction to historic preservation
   a. Benefits of historic preservation
      • Cultural
      • Societal
      • Economic
      • Environmental

4. Four R’s of Historic Preservation: when and how to use each approach
   a. Rehabilitation
   b. Restoration
   c. Reconstruction
   d. Preservation
   e. Importance of Reversibility

5. Types of properties that might be preserved
   a. Residential buildings
   b. Commercial and industrial buildings
   c. Religious Properties
   d. Schools
   e. Landscapes
   f. Neighborhoods
   g. Archeological sites
   h. Other types

6. Language of historic preservation
   a. Architectural styles and building forms in Iowa and throughout the Midwest
   b. Building elements
      • Structural
      • Decorative
      • Interiors
      • Landscapes

7. Research and documentation of a historic property

8. National Register of Historic Places
   a. Background
   b. Criteria
   c. Benefits
   d. Getting listed

9. Historic preservation in Linn County
a. Local ordinances  
b. Historic properties in Cedar Rapids  
c. Preservation groups  

10. “Guidelines for Cedar Rapids Historic Districts”  
11. Walking tour of historic neighborhood  

12. Background on the history of the historic preservation movement in the US  
   a. Mt Vernon Ladies Association  
   b. Antiquities Act of 1906  
   c. Creation of the National Park Service (1916)  
   d. Historic Sites Act of 1935  
   e. Creation of the National Trust for Historic Preservation (1949)  
   f. Demolition of Penn Station  
   g. National Historic Preservation Act of 1966, Section 106 Process  
   h. Department of Transportation Act, Declaration of Purpose and Section 4(f)  
   i. National Environmental Policy Act of 1969, section 106  
   j. Executive Order 13287, Preserve America  

13. Overview of historic preservation tools  
14. Financing Historic Preservation Projects  
15. Preservation Resources  
   a. Federal and State tax incentives - How incentives work for historic property owners  
   b. Federal and State Historic Rehabilitation Tax Credit – three part application process  
      - Evaluation of Significance  
      - Description of Rehabilitation  
      - Request for Certification of Completed Work  
   c. Rehabilitation Guidelines  
   d. Iowa Property Tax Abatement Program for historic rehabilitation project  
   e. Certified Local Government Program  
   f. Local preservation organizations  
      - Cedar Rapids Historic Preservation Commission  
      - Save CR Heritage  
      - Habitat for Humanity Restore  
      - Iowa City Salvage Barn  
      - Brucemore  
      - Preservation Iowa  
      - Others?  
   g. State Historic Preservation Office (SHPO), State Historical Society of Iowa, Department of Cultural Affairs [http://www.iowahistory.org/](http://www.iowahistory.org/)  
   h. Preservation Iowa  
   i. National Park Service’s Technical Preservation Service’s Preservation Briefs  
   j. National Trust for Historic Preservation  
Recommended Readings:

- McAlester, A Field Guide to American Houses
- Tyler, Historic Preservation: An Introduction to Its History, Principles, and Practice
- Gottfried and Jennings, American Vernacular Design, 1870-1940.
- NPS web resources:
  - www.nps.gov/history
  - www.nps.gov/nr
  - www.nps.gov/hps/tps/standguide/
- “Guidelines for Cedar Rapids Historic Districts”
American Architecture, Building Materials and Technology

**Description:** This course addresses the broad patterns of the history of American architecture, building materials, and technology, with specific emphasis on the application of architectural history to historic preservation projects. The course will be divided into two parts. The first will give students a background in the major developments in American architecture from pre-contact through the early 21st century emphasizing architecture as a reflection of cultural and societal trends. The second half of the course will focus on the evolution of building technology from the 19th century through the present.

Instructor will adapt content to knowledge level and interest of students. The students will interact with the instructor for the purpose of classroom discussion.

**Course length:** 12 hours

**Prerequisites:** There are no prerequisites for this course.

**Method of Instruction:**

This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework.

**Objectives and Course Competencies:**

Upon completion of this course, participants will be able to:

- Identify historic buildings and their elements.
- Identify major stylistic movements in American architectural history.
- Describe and discuss the elements that characterize specific styles.
- Describe and discuss how architectural trends have responded to and reflected economic, social, and cultural change.
- Describe and discuss changes in building materials over time.
- Identify key features in a building’s structural and cladding systems.
- Describe and discuss the most common building types and styles in Linn County.
- Identify resources available to find information about architectural history and historic building technology.

**Course Handouts:**

- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.
• Preservation Brief #17: *Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character.*
• Handouts on Iowa’s Architectural History

**Cell Phones:**
Cell phone usage is prohibited during classroom or field lab times. Cell phones and other personal electronic devices are considered a safety hazard and are a distraction to others. Turn cell phones off while class is in session. Personal radios, CD players, etc. are considered a distraction and should be on during class times. If you have a legitimate reason for cell phone or pager uses during class time discuss it with your instructor.

**Kirkwood Attendance Policy:**
Learning is central to our work at Kirkwood Community College. Faculty design educational experiences to facilitate learning and students learn by engaging in those experiences. Attendance and engagement in all scheduled classes is regarded as integral to learning and is expected of all students. Kirkwood faculty members identify expectations for learning and attendance in their course syllabi. Students are accountable for the learning outcomes for each session, including those sessions that have been missed. Assessments of learning that occur during an absence may or may not be made up, depending on the policies of the instructor and the nature of the absence.

**Productive Classroom Learning Environment:**
We believe that the best learning takes place in an environment where faculty and students exhibit trust and mutual respect. Students promote trust by preparing honest and thoughtful work, and by expecting evaluation based on performance. Faculty promote trust by setting clear guidelines for assignments and evaluations, honest feedback, and by assigning bias-free grades. Students show respect by being prepared and attending class on time, by paying attention, contributing to discussions listening respectfully to others point of view, meeting deadlines and striving for their best performance. Faculty show respect by their timeliness and preparedness, by taking students seriously, by valuing their goals and aspirations, and by providing honest feedback. In a productive learning environment, faculty and students work cooperatively, recognize and respect differences, model the values of character and citizenship, and become lifelong learners.

**Americans with Disabilities Act:**
Students with disabilities that require accommodations to achieve course objectives should file an accommodation application with the Developmental Education department, Linn Hall Room 133 as soon as possible.

**Grading Scale:**
There is no written work to be submitted or graded. Your Pass or Fail grade will be determined solely by your behavior in class and your ability to learn and execute the objectives to the satisfaction of your instructor.
Course Outline:

1. Introduction and Orientation
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions

2. Class Outline

3. Overview of historic building styles
   a. Early House Types: Timber Frame, Adobe, Native Vernacular
   b. 18th century American Architecture
   c. Neoclassicism in the Federal Period, 1790-1810
      • Thomas Jefferson, Charles Bulfinch, Benjamin Henry Latrobe
      • Rise of the Professional Architect
   d. Antebellum Architecture
      • Greek and Gothic Revivals
      • From Canals to Railroads, Rise of the Engineer
      • The Italianate and other Revival Styles
   e. The Move toward Modernity 1870-1920
      • The “Victorians”
      • Arts and Crafts
      • Romanticism
      • The Development of the Tall Office Building
      • Beaux Arts Country Homes
      • Suburbanization
   f. From Art Deco to Modernism, 1920s to 1940s
      • Art Deco
      • Federal Building Projects
         o Structures
         o Infrastructure
         o Art
      • The Housing Crisis
   g. Post-War/Cold-War Era Building
      • Flight to the suburbs
         o Tract housing
         o Minimal Traditional, Ranch/Ramblers
      • The Landscape of Commerce
         ▪ Shopping malls
         ▪ Commercial building
      • Urban “Renewal” and Historic Preservation
   h. The Rise of Post-Modernism
      • Robert Venturi, Denise Brown, and the New American Landscape
      • New Urbanism
4. Changes Over Time in Materials and Technology
   a. Structural
      • Foundation
      • Framing
      • Roof systems
   b. Exterior sheathing
      • Wall
      • Roof
      • Ornamentation
   c. Windows
   d. Interior
      • Walls and ceilings
      • Fixtures and features
      • Floors
   e. Building Systems
      • Heating
      • Cooling
      • Plumbing

5. Our built environment
   a. Trends and Types specific to Eastern Iowa
      • Residential Vernacular Building Forms in Iowa
      • Agricultural Outbuildings
      • Iowa’s building timeline

6. Sources for More information
7. Other historic preservation courses offered at Kirkwood
8. Questions
9. Evaluations

NPS web resources:
   • [www.nps.gov/history](http://www.nps.gov/history)
   • [www.nps.gov/nr](http://www.nps.gov/nr)

Textbooks: Recommended reading
   • Handlin, *American Architecture*
   • Longstreth, Richard, *The Buildings of Main Street: A Guide to American Commercial Architecture*
   • Gottfried and Jennings, American Vernacular Design, 1870-1940.
   • Wiffen, Marcus, *American Architecture Since 1780* (primary reference for preparing National Register of Historic Places nominations for the National Park Service)
   • Carley, *The Visual Dictionary of American Architecture*
   • McAlester, *A Field Guide to American Houses*
Historic Preservation Planning

**Description:** Successfully preserving a historic building can be a daunting multi-step process that requires research and careful planning. In this course, participants will learn how to navigate the preservation planning process from identification of a project though determining what types of work are necessary to achieve the best results. This course will help develop a historic preservation “tool kit” of resources when they plan their preservation projects.

Instructor will adapt content to knowledge level and interest of students. The students will interact with the instructor for the purpose of classroom discussion. Instructor will help motivate students to take measures to help preserve the architectural heritage of the area.

**Course length:** 8 Hours

**Prerequisites:** There are no prerequisites for this course.

**Method of Instruction:** This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework so that field lab time can be used for practicing techniques. Students will work from a schedule of hands on practices designed to teach specific techniques that reinforce one another to achieve a high level of proficiency. This class is mostly hands on lab work.

**Objectives and Course Competencies:** Upon successful completion of the class, the students will be able to:

- Describe and discuss the planning process for a historic preservation project.
- Describe and discuss different methods of preserving a historic property.
- Describe and discuss how to undertake an architectural investigation.
- Describe and discuss the sources of information about a historic property.
- Describe and discuss the application process for listing on the National Register.
- Describe and discuss options for financing historic preservation projects.
- Describe and discuss Historic Structures Reports.
- Describe and discuss the Secretary of the Interior’s Standards for Rehabilitation.
- Describe and discuss state and federal preservation laws and agencies.
- Describe and discuss local, state, and national preservation resources.
- Describe and discuss how to locate historically sensitive materials.
- Identify resources available to find information about historic preservation standards and incentives.
**Course Handouts:**
- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.
- Copy of the State and Federal Part 1, 2 and 3 applications for tax credits
- Copy of the Secretary of the Interior’s Standards for Preservation, Rehabilitation, Restoration and Reconstruction
- Web links for the Preservation Briefs
- Preservation Brief #17: *Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character.*
- Preservation Brief #35 *Understanding Old Buildings: The Process of Architectural Investigation*
- Preservation Brief #43 *The Preparation and Use of Historic Structures Reports*
- National Register Bulletin 24
- “Guidelines for Cedar Rapids Historic Districts”
- National Register of Historic Places Overview brochure
- Handouts with architectural styles and building features
- “Guidelines for Cedar Rapids Historic Districts”

**Cell Phones:**
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**Productive Classroom Learning Environment:**
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recognize and respect differences, model the values of character and citizenship, and become lifelong learners.

**Americans with Disabilities Act:**
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**Grading Scale:**
There is no written work to be submitted or graded. Your Pass or Fail grade will be determined solely by your behavior in class and your ability to learn and execute the objectives to the satisfaction of your instructor.

**Course Topics:**
1. **Introduction and Orientation**
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions
2. **Class Outline**
3. **Overview of benefits of preservation**
4. **Determining property type**
   a. Residential properties
   b. Commercial and industrial buildings
   c. Landscapes
   d. Neighborhoods
   e. Archeological sites
   f. Other property types
5. **Determining project goals**
   a. Rehabilitation
   b. Restoration
   c. Reconstruction
   d. Preservation
6. **Determining property attributes and history**
   a. Overview of architectural investigation
   b. Sources of historic information
7. **Determining Applicable Regulations and Standards**
   a. Historic preservation in Linn County
      • Local ordinances
      • “Guidelines for Cedar Rapids Historic Districts”
   b. Federal Preservation Laws and State Historic Preservation Office Programs (State Historical Society of Iowa)
      • National Register of Historic Places
         o Criteria
         o Benefits and obligations
Getting listed
  • Section 106
  c. Secretary of the Interior’s Standards

8. Determining the Site’s needs
   a. Historic Structure Reports
   b. Evaluating condition
   c. Identifying character defining features

9. Tour of ongoing Preservation Project

10. Financing Historic Preservation Projects
    a. Federal and State tax incentives - How incentives work for historic property owners
    b. Federal and State Historic Rehabilitation Tax Credit – three part application process
    c. Rehabilitation Guidelines
    d. Iowa Property Tax Abatement Program for historic rehabilitation project
    e. State and local grants
    f. National grants

11. Planning the physical preservation project
    a. National Park Service’s Technical Preservation Service’s Preservation Briefs
    b. Dealing with alterations
    c. Sourcing historically sensitive materials
    d. Overview of Kirkwood preservation courses
    e. Preservation craftspeople

12. Promoting your project

13. Preservation Resources
    a. Local preservation organizations
       • Cedar Rapids Historic Preservation Commission
       • Save CR Heritage
       • Habitat for Humanity Restore
       • Iowa City Salvage Barn
       • Brucemore
       • Others?
    b. State Historic Preservation Office (SHPO), State Historical Society of Iowa, Department of Cultural Affairs http://www.iowahistory.org/
    c. Preservation Iowa
    d. National Park Service’s Technical Preservation Service’s Preservation Briefs
    e. National Trust for Historic Preservation

14. Sources for More information

15. Other historic preservation courses offered at Kirkwood

16. Questions

17. Evaluations

NPS Web Resources:
  • www.nps.gov/history
• www.nps.gov/nr
• www.nps.gov/hps/tps/standguide/
Architectural Investigation

**Description:** This course addresses the important steps in conducting physical and archival research in the preservation planning process. It serves to underscore the need for meticulous investigation and planning prior to work on irreplaceable cultural resources. This course will cover how to use archival sources and the building itself to piece together a building’s story and help create an overall preservation plan. The importance of understanding irreversible steps in the preservation process and how to avoid them. Students will undertake hands-on field work, each selecting 1-2 historic properties to investigate during the course. The class will incorporate several field trips to demonstration sites and repositories of historic building information.

Instructor will adapt content to knowledge level and interest of students. The students will interact with the instructor for the purpose of classroom discussion and fieldwork. Instructor will help motivate students to take measures to help preserve the architectural heritage of the area.

**Course length:** 12 Hours

**Prerequisites:** There are no prerequisites for this course.

**Method of Instruction:** This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework.

**Objectives and Course Competencies:** Upon successful completion of the class, the students will be able to:
- Describe and discuss the purposes of architectural investigation.
- Describe and discuss the process of architectural investigation.
- Describe and discuss the different type of historic site information.
- Describe and discuss the sources and locations of historic site information.
- Describe and discuss Historic Structures Reports.
- Describe and discuss the completion of a reconnaissance survey.
- Describe and discuss the gathering of information about historic interiors.
- Describe and discuss the methods for analyzing building fabric.
- Describe and discuss specialized testing of historic materials and sites.
- Describe and discuss keeping a responsible record.
- Describe and discuss applying the findings of an investigation.
- Identify resources available to find information about architectural history and historic preservation.
Course Handouts:
- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.
- HAER guidelines, “Evaluating Sites”
- NRHP, Researching a Historic Property
- Preservation Brief #35 Understanding Old Buildings: The Process of Architectural Investigation
- Preservation Brief #43 The Preparation and Use of Historic Structures Reports
- National Register Bulletin 24

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Grading Scale:
There is no written work to be submitted or graded. Your Pass or Fail grade will be determined solely by your behavior in class and your ability to learn and execute the objectives to the satisfaction of your instructor.

Course Topics:
1. Introduction and Orientation
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions

2. Class Outline

3. Why conduct an architectural investigation?
   a. Historical Research
   b. Project planning
   c. Historic Designation
   d. Documentation
   e. Inventory
   f. Stabilization
   g. Interpretation

4. Overview of sources of historical information
   a. Building fabric
   b. Primary Documents
      • Site specific
      • Context
   c. People
      • Current and previous owners
      • Employees
      • Neighbors
      • Historians

5. Types of historic site information
   a. Site history
   b. Construction date(s)
   c. Alterations
   d. Materials
   e. Ownership and usage
   f. Relationship to neighborhood and community
   g. Historic Context

***Students select 3 buildings for analysis

6. Reconnaissance Survey (meet in historic neighborhood)
   a. Stylistic Dating
   b. Materials
   c. Additions
   d. Condition
7. **Historic Documents**
   a. Deed records (meet at Linn County Courthouse)
   b. Building Permits (meet at ?)
   c. Maps, Directories, and community records (meet at Cedar Rapids History Center)
   d. Using Sanborn Fire Insurance Maps (use of State Library of Iowa website for access to Sanborn Maps)
   e. Newspaper archives (Cedar Rapids Public Library)

8. **Secondary Sources**
   a. National Register Nominations
   b. City of Cedar Rapids historical and architectural survey reports and individual site inventory forms
   c. Historic Structures Reports
   d. Community histories
   e. Local historians

9. **Analyzing building fabric (meet at historic site)**
   a. Surface Mapping
   b. Site layout
   c. Floor plans
   d. Masonry
   e. Wood
   f. Roofs
   g. Floors
   h. Walls
   i. Attics and Basements
   j. Mechanical, Electrical, Plumbing and Other Systems
   k. Acquired significance of alterations

10. **Specialized testing and technicians for hazardous materials**
    a. Destructive testing – where to look for potential asbestos and lead
    b. Laboratory analysis

11. **Keeping a Responsible Record**

12. **Applying the findings of your investigation**
    a. Applying for historic designation
    b. Planning a preservation project

13. **Sources for More information**
    a. State Historical Society of Iowa
    b. Local libraries
    c. GIS mapping

14. **Other historic preservation courses offered at Kirkwood**

15. **Questions**

16. **Evaluations**

**Recommended Reading:**
Maintaining the Exterior of Historic Buildings

Course Description: Maintaining any building, especially a historic one, means understanding the processes that are at work every moment of every day. Participants will learn to identify the causes of deterioration in a building, and be exposed to the skills and tools necessary to fight the unending onslaught of Mother Nature and humans on the preservation of our built environment.

Students will attend classroom sessions as well as take field trips to local historic properties in order to study and practice maintaining historic exteriors first hand.

Course Length: 16 hours  
Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework.

Objectives and Course Competencies: Upon successful completion of the class, the students will be able to:  
Understand the dangers associated with working on historic structures  
Understand how to properly evaluate a structure for issues  
Learn to develop and apply a cyclical maintenance program for a historic property  
Learn how to properly clean a historic exterior  
Learn how to address basic painting problems of exteriors

Course Handouts:  
- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.  
- How to Hire a Contractor, John Leeke, Historic Building Specialist, http://www.preservationnation.org/resources/training/npc/2010-
**Equipment Required:** Students shall provide their own personal protection equipment (PPE).

**Safety:** Safety glasses must be worn at all times in the field. Hearing protection is recommended and is required when operating power tools. Long sleeve shirts are recommended. Long pants are required. No frayed holes or cuffs. Shirts must be tucked in, sleeves and pockets buttoned. Steel toe safety boots are strongly recommended. Leather boots are required. No open toed shoes or athletic shoes are allowed. Hair must be secured so as to not be a safety hazard.

Student must read and sign Hold Harmless Agreement. Safety equipment must be used properly at all times in the field lab. All safety violations will be noted. First offense safety violation is a verbal warning. Second offense you will be asked to leave the field lab for the remainder of the day. Third offense you will not be allowed to return to class. Anything deemed unsafe by the instructor will be noted as a safety violation or may result in your being asked to leave class. No refunds will be forthcoming to those removed from class for safety violations.

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**Grading Scale:**
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**Course Outline:**
1. **Introduction**
   a. emergency procedure
   b. instructor bio
   c. class outline
   d. student bio

2. **Historic preservation guidelines overview (website)**
   a. preservation
   b. Secretary of Interior Standards overview
      • identify
      • retain
      • and preserve historic materials & features
   c. stabilize
   d. protect & maintain
   e. repair
      • stabilize
      • consolidate
      • conserve
   f. replacement
      • in-kind
   g. design
   h. recreate
   i. research
   j. document
   k. investigate
   l. meeting code
      • energy efficiency
      • accessibility
      • health concerns
      • code
3. Overview of how to maintain exteriors of historic buildings (brief 47)
   a. value of regular maintenance
   b. value of building components in protecting a structure from elements
   c. health dangers inherent in old homes: SAFETY FIRST
      • Job Hazard Analysis
      • lead
      • asbestos
      • animal waste
      • heat removal
      • Volatile Organic Compounds
      • electrocution
      • Personal Protective Equipment
      • safety glasses
      • respiratory protection
         o dust masks
         o respirators
         o dust collectors
         o air filters
         o plastic
      • steel-toed boots
      • gloves
      • hard hats
   d. when to contact a professional
   e. the importance of patina
      • the dangers of abrasive cleaning to historic buildings (brief 6)
      • when to choose substitute materials on exteriors (brief 16)
         o the question of aluminum, cement board, and vinyl siding on historic buildings (brief 8)

4. Cyclical maintenance checklists
   a. maintenance plans
      • schedules
      • checklists
      • forms
      • contractor contact list
      • written procedures
      • record keeping for:
         o work completed
         o costs
         o warranty cards
         o sample paint colors

5. Building inspection
   a. controlling moisture in historic buildings (brief 39)
      • where to look for moisture damage
• how to analyze damage
• understanding the movement of water
• selecting a treatment
• proper maintenance techniques

b. how to inspect masonry
c. how to inspect wood
d. how to inspect a roof
e. how to inspect a floor
f. how to inspect a wall
g. how to inspect HVAC
h. performing a reconnaissance
i. performing surface mapping
j. non-destructive testing
k. destructive testing
l. laboratory testing
m. historic structure report (brief 43)
n. summary and questions

6. Maintenance inspections of historic buildings (brief 17)
a. inspection frequency
   • annually
     o roof
     o chimney
     o walls and porches
     o windows
     o foundation and grade
     o building perimeter
     o entries
   • 6 month
     o roof drainage
     o doors
     o example
b. building components
   • roofs/chimneys
     o inspection
     o maintenance
   • exterior walls
     o inspection
     o maintenance
   • openings
     o inspection
     o maintenance
   • contracting maintenance work
   • projections
7. Cyclical Repairs
   a. how to repair and replace wooden shingle roofs (brief 19)
      • Demonstration of how to remove and replace wooden shingles with slate ripper, shingle hatchet, and other specialty tools and techniques
   b. how to deal with exterior paint problems on historic woodwork (brief 10)
      • when to remove paint
      • lead paint hazards (brief 37)
      • exterior paint conditions & treatments
        o grime
        o mildew
        o chalking
        o staining
        o crazing
        o intercoat peeling
        o blistering
        o wrinkling
        o peeling
        o cracking
   c. paint removal methods
   d. abrasive
      • manual
      • mechanical
   e. thermal
   f. chemical
   g. paint recommendations
   h. hands-on presentation

8. Summary
9. Questions
10. Evaluations

- **Recommended Reading:**
  Cleaning Historic Metals - State Historical Society of Iowa Rehabilitation Standard No. 7 - Part 1
  Cleaning Historic Wood - State Historical Society of Iowa Rehabilitation Standard No. 7 – Part 3
Cleaning Historic Stucco - State Historical Society of Iowa Rehabilitation Standard No. 7 – Part 4

Cleaning Historic Ceramic Tile and Terra Cotta - State Historical Society of Iowa Rehabilitation Standard No. 7 – Part 5

Cleaning and Hazardous Material - State Historical Society of Iowa Rehabilitation Standard No. 7 – Part 6
Kirkwood Continuing Education and Training Services Course Syllabus

Weatherization and Historic Structures

Description: Weatherizing your historic home is the first step towards a more comfortable, energy efficient building. Working with historic buildings provides special challenges and opportunities. Participants will learn how to reduce energy costs with practical solutions for weatherizing their historic home or building. Understanding how air, heat, and moisture moves in a typical structure, this course will focus on historic homes. Participants will learn where to look for and how to locate air infiltration into their home or business and how to seal any leaks found. Various weatherization products and their proper applications will be discussed including caulk, foam, and weather stripping.

Instructor will adapt content to knowledge level and interest of students. The students will interact with the instructor for the purpose of classroom discussion. Instructor will help motivate students to take measures to reduce their home or business energy consumption.

Course length: 12 Hours

Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework.

Objectives and Course Competencies: Upon completion of this class the participant will be able to:

- Identify reasons to seal homes from air infiltration.
- Describe and discuss how air, moisture and heat move in a structure.
- Identify the building envelope.
- Identify the difference between air infiltration and ventilation.
- Identify where and how to find air leaks in a typical home or business.
- Identify where and how to apply various types of caulks and foam products that are appropriate to seal air leaks in historic structures.
- Identify where and how to install various types of weather stripping around doors and windows.
- Describe and discuss ways to reduce energy loss through a fireplace.
- Describe and discuss methods to seal and insulate HVAC ducts.
- Describe and discuss methods to insulate water pipes and water heaters. Identify resources available to find rebates and tax incentives for energy efficient improvements to your home or business.
- Identify how old buildings work in terms of passive design solutions for energy savings including operable double-hung windows; placement of windows for air circulation between rooms and between levels; how turrets, cupolas and towers work, etc.
• Understand which weatherization techniques and materials minimize impacts and damage to historic structures and which weatherization treatments should be avoided for historic buildings

Course Handouts:
• Copy of presentation will be provided to participants for taking notes during class and reference material after class.
• National Park Service Preservation Briefs:
  o Brief #3 - Improving Energy Efficiency in Historic Buildings
  o Brief #39 - Holding the Line: Controlling Unwanted Moisture in Historic Buildings
• Energy Conserving Features Inherent in Older Homes,
• Iowa Energy Center- Home Series Book 1
  Home Tightening, Insulation, and Ventilation
• Iowa Energy Center- Home series Book 3
  Water Heating
• Secretary of the Interior’s Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings -

Equipment Required: Students shall provide their own personal protection equipment (PPE).
• Safety glasses
• Ear plugs
• Leather boots

Safety:
Safety glasses must be worn at all times in the field. Hearing protection is recommended and is required when operating power tools. Long sleeve shirts are recommended. Long pants are required. No frayed holes or cuffs. Shirts must be tucked in, sleeves and pockets buttoned. Steel toe safety boots are strongly recommended. Leather boots are required. No open toed shoes or athletic shoes are allowed. Hair must be secured so as to not be a safety hazard. Student must read and sign Hold Harmless Agreement. Safety equipment must be used properly at all times in the field lab. All safety violations will be noted. First offense safety violation is a verbal warning. Second offense you will be asked to leave the field lab for the remainder of the day. Third offense you will not be allowed to return to class. Anything deemed unsafe by the instructor will be noted as a safety violation or may result in your being asked to leave class. No refunds will be forth coming to those removed from class for safety violations.

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**Course Outline:**
1. **Introduction and Orientation**
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions
2. Class outline
3. **What is Weatherization**
   a. define
4. **Motivation to Weatherize**
a. save money
b. save energy
c. improve comfort
d. better indoor air quality
e. reduce our carbon footprint
f. reduce our dependence on fossil fuels
g. overall energy conservation by preserving existing investment of energy in historic buildings – for example, value of 1 gallon of gas in terms of brick in an existing building – approximately 25 to 30 brick.

5. **Myths concerning Weatherization**
   a. have good insulation, no need to weatherize
   b. need to replace windows to weatherize
   c. with a lot of leaks, weatherization will cost too much
   d. place insulation in sidewalls first (myth) versus energy efficiency focus in attics (reality)

6. **Common Problems with Historic Buildings**
   a. high energy costs
   b. drafty rooms
   c. hot or cold rooms
   d. cold floors
   e. ice dams
   f. moisture on windows
   g. mold/ musty odors

7. **Overview of Building Science**

8. **Building as a System Approach to Energy Efficiency**
   a. all systems in a building are interrelated
   b. various ways to achieve energy efficiency through weatherization, solarization and use of natural light, other alternative energy sources

9. **Four Types of Heat Loss in Buildings**
   a. conduction
   b. convection
   c. radiation
   d. air infiltration

10. **Facts About Air**
    a. one unit in, one out
    b. path of least resistance
    c. warm air rises
    d. cold air sinks
    e. carrier of heat and moisture
    f. moves from high to low pressure
    g. how moisture is trapped in walls and ceilings without proper vapor barrier installation causing mold and deterioration.

11. **Driving Forces Move Air in a Building**
    a. fans
    b. wind
    c. stack effect
12. **Driving Forces Always Move the Same Direction**  
   a. more to less  

13. **Where is all the Air Going?**  
   a. DOE Chart of percentages  

14. **How Much Air is Leaking out of My Home or Business?**  
   a. Many small leaks add up  

15. **Air Infiltration Vs. Ventilation**  
   a. air infiltration  
   b. ventilation  

16. **Building Science**  
   a. control thermal flow  
   b. control air flow  
   c. control moisture flow  

17. **Where do we start?**  

18. **How to Find Resources and Assistance**  
   a. local utility companies  
   b. state or local  
   c. federal  

19. **Identify Building Envelope**  
   a. conditioned space  
   b. unconditioned space  

20. **Conduct an Energy audit – Field Work**  
    a. professional  
    b. homeowner  

21. **How to Find Air Leaks in a Building – Field Work**  
    a. close inspection  
    b. depressurization  
    c. piece of Paper  
    d. flashlight  
    e. look for areas where different materials meet  

22. **Where air leaks from a building**  
    a. EPA air leak diagram  

23. **Common Areas to Find Air Leaks – Field Work**  
    a. windows and doors  
    b. attic knee walls  
    c. attic access panels  
    d. electrical switches and outlets  
    e. electrical wiring, cable, and phone lines  
    f. dryer vent  
    g. rim joist/ sill plate  
    h. open soffits or dropped ceilings  
    i. crawl space  
    j. duct chase  
    k. plumbing penetrations  
    l. recessed lights  
    m. cracked plaster or drywall
n. fireplace damper
o. HVAC Ducts

24. **How do we Seal the Leaks we find?**
   a. discussion of appropriate treatments and inappropriate treatments for historic buildings
   b. discuss differences between reversible and irreversible potential treatments

25. **Products Available to Seal the Leaks**
   a. caulk
      • different types
      • tools needed
      • proper application
      • where to use – caulk + masonry not recommended
   b. foam
      • types – not all foams or applicators are equal
      • proper application
      • where to use – usually not appropriate for historic buildings; often irreversible
   c. weather stripping
      • types and application
   d. window films

26. **Air Sealing Examples - Field Work**
   a. windows and doors
   b. attic knee walls
   c. attic access panels
   d. electrical switches and outlets
   e. electrical wiring, cable, and phone lines
   f. around dryer vent
   g. rim joist/ sill plate
   h. open soffits or dropped ceilings
   i. crawl space
   j. duct chase
   k. plumbing penetrations
   l. recessed lights
   m. cracked plaster or drywall
   n. fireplace damper

27. **HVAC Ducts – Field Work**
   a. Sealing
   b. insulating

28. **Water Heater – Field Work**
   a. tank insulation
   b. pipe insulation

29. **Wrap-up**
   a. Summary
   b. Questions
   c. Evaluations
Recommended Reading:
   a. Windows: Energy Efficiency Facts and Myths, Shanon Wasielewski
   b. Builder's Guide to Cold Climates, Joseph Lstiburek
   c. Maintaining and Repairing Old and Historic Buildings, John J. Cullinane
   d. Energy Efficiency in Old Houses, Martin Godfrey Cook
Description: Historic masonry buildings is a course designed to familiarize the masonry student with the wide range of products and practices available for cleaning and repointing of mortar joints in historic masonry buildings. The students will be shown how to assess an existing masonry structure and how to determine appropriate treatment and repair needs. Students will become familiar with the many different types of cleaning methods, mortar joint profiles, tools and materials, treatments, masonry types, course styles and mortar types--both historic and modern. The students will also be instructed in how to properly hand-rake (not grind) out and repoint masonry joints onsite while observing proper safe work habits and complying with all applicable rules and regulations.

Course length: 16 Hours

Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework so that field lab time can be used for practicing techniques. Students will work from a schedule of hands on practices designed to teach specific techniques that reinforce one another to achieve a high level of proficiency. This class is mostly hands on lab work.

Objectives and Course Competencies: Upon successful completion of the class, the students will be able to:

- Students will be able to explain the process of mortar Joint Repointing
- Students will be able to identify the various components of different types of mortar
- Students will be able to identify different coursing styles
- Students will be able to determine whether repointing is necessary
- Students will be able to effectively match new mortar to existing to create a seamless repair
- Students will be able to reasonably budget and schedule a repointing project
- Students will be able to physically perform the task of hand-raking out and repointing a Mortar joint
- Students will be able to clean recently repointed Mortar joints
- Students will be able to determine if a Masonry building needs to be cleaned, and if so, to what extent it needs to be cleaned and what method and product should be used to clean it
- Students will know the various methods of cleaning a masonry building and be able to determine which method best suits the situation
- Students will know the various masonry cleaning products available and be able to
determine which product is most appropriate

- Students will be able to determine whether or not a sealant or silicone treatment is appropriate

**Course Handouts:**

- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.
- Cleaning Historic Masonry - State Historical Society of Iowa Rehabilitation Standard No. 7 - Part 1 *[http://www.iowahistory.org/historic-preservation/technical-assistance/assets/Masonry.pdf](http://www.iowahistory.org/historic-preservation/technical-assistance/assets/Masonry.pdf)*

**Equipment Required:** Students shall provide their own personal protection equipment (PPE).

**Safety:** Safety glasses must be worn at all times in the field. Hearing protection is recommended and is required when operating power tools. Long sleeve shirts are recommended. Long pants are required. No frayed holes or cuffs. Shirts must be tucked in, sleeves and pockets buttoned. Steel toe safety boots are strongly recommended. Leather boots are required. No open toed shoes or athletic shoes are allowed. Hair must be secured so as to not be a safety hazard.

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**Cell Phones:** Cell phone usage is prohibited during classroom or field lab times. Cell phones and other personal electronic devices are considered a safety hazard and are a distraction to others. Turn cell phones off while class is in session. Personal radios, CD players, etc. are considered a distraction and should be secured in your locker during class time. If you have a legitimate reason for cell phone or pager uses during class time discuss it with your instructor.

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**Productive Classroom Learning Environment:**
We believe that the best learning takes place in an environment where faculty and students exhibit trust and mutual respect. Students promote trust by preparing honest and thoughtful work, and by expecting evaluation based on performance. Faculty promote trust by setting clear guidelines for assignments and evaluations, honest feedback, and by assigning bias-free grades. Students show respect by being prepared and attending class on time, by paying attention, contributing to discussions listening respectfully to others point of view, meeting deadlines and striving for their best performance. Faculty show respect by their timeliness and preparedness, by taking students seriously, by valuing their goals and aspirations, and by providing honest feedback. In a productive learning environment, faculty and students work cooperatively, recognize and respect differences, model the values of character and citizenship, and become lifelong learners.

**Americans with Disabilities Act:**
Students with disabilities that require accommodations to achieve course objectives should file an accommodation application with the Developmental Education department, Linn Hall Room 133 as soon as possible.

**Grading Scale:**
There is no written work to be submitted or graded. Your Pass or Fail grade will be determined solely by your behavior in class and your ability to learn and execute the objectives to the satisfaction of your instructor.

**Course Topics:**
- a. Historical Background (of Masonry)
- b. Coursing styles
- c. Identifying the Problem Before Repointing
- d. Finding an Appropriate Mortar Match
- e. Mortar Analysis
- f. Properties of Mortar
- g. Components of Mortar
- h. Mortar Type and Mix
- i. Budgeting and Scheduling
- j. Contractor Selection
- k. Execution of the Work
- l. Visually Examining the Mortar and the Masonry Units
m. Preparing for a Cleaning Project
n. Understanding the Building Materials
o. Cleaning Methods and Materials
p. Planning a Cleaning Project

Recommended Reading:

- Preservation Brief 6 - Dangers of Abrasive Cleaning to Historic Buildings [www.nps.gov/history/hps/tps/briefs/brief06.htm](http://www.nps.gov/history/hps/tps/briefs/brief06.htm)
- Preservation Brief 7 - The Preservation of Historic Glazed Architectural Terra-Cotta [www.nps.gov/history/hps/tps/briefs/brief07.htm](http://www.nps.gov/history/hps/tps/briefs/brief07.htm)
- Preservation Brief 15 - Preservation of Historic Concrete*
- Preservation Brief 42 - The Maintenance, Repair and Replacement of Historic Cast Stone [www.nps.gov/history/hps/tps/briefs/brief42.htm](http://www.nps.gov/history/hps/tps/briefs/brief42.htm)
- Preservation Brief 38 - Removing Graffiti from Historic Masonry [www.nps.gov/history/hps/tps/briefs/brief38.htm](http://www.nps.gov/history/hps/tps/briefs/brief38.htm)
- Preservation Tech Note - Masonry No. 2: Stabilization and Repair of a Historic Terra Cotta Cornice*
- Preservation Tech Note - Masonry No. 3: Water Soak Cleaning of Limestone*
- Preservation Tech Note - Masonry No. 4: Non-destructive Evaluation Techniques for Masonry Construction [www.nps.gov/history/hps/tps/technotes/PTN40/intro.htm](http://www.nps.gov/history/hps/tps/technotes/PTN40/intro.htm)

*Available Hard Copy Only
Order from [www.nps.gov/history/hps/bookstore.htm](http://www.nps.gov/history/hps/bookstore.htm) or Email [nps_hps-info@nps.gov](mailto:nps_hps-info@nps.gov)
Repairing Historic Plaster Walls and Ceilings

Description: This course will stress repairs using wet plaster, with both traditional and modern materials and techniques that will best assist the preservation of historic plaster walls and ceilings—and their appearance. This class will discuss smooth-surface plaster as well as historic plaster patterns, textures, ornamental plaster details and exterior stucco.

Course length: 20 Hours

Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework so that field lab time can be used for practicing techniques. Students will work from a schedule of hands on practices designed to teach specific techniques that reinforce one another to achieve a high level of proficiency. This class is mostly hands on lab work.

Objectives and Course Competencies: Upon successful completion of the class, the students will be able to:
• Understand the history of plaster in America
• Students will be able to identify plaster finishes
• Students will be able to understand common causes of plaster problems
• Students will be able to Repair common plaster problems,
  o loose lath
  o plaster cracks
  o loose plaster surfaces
  o patching holes

Course Handouts:
• Preservation Briefs #21 Repairing Historic Flat Plaster Walls and Ceilings
• Preservation Briefs #22 The Preservation and Repair of Historic Stucco
• Preservation Briefs #23 Preserving Historic Ornamental Plaster

Equipment Required: Students shall provide their own personal protection equipment (PPE).
• Safety glasses
• Over ankle leather boots
• Gloves
• Hardhat
• Ear plugs
**Safety:** Safety glasses must be worn at all times in the field. Hearing protection is recommended and is required when operating power tools. Long sleeve shirts are recommended. Long pants are required. No frayed holes or cuffs. Shirts must be tucked in, sleeves and pockets buttoned. Steel toe safety boots are strongly recommended. Leather boots are required. No open toed shoes or athletic shoes are allowed. Hair must be secured so as to not be a safety hazard.

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Grading Scale:
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Course Topics:
1. Introduction and Orientation
   a. emergency procedures
   b. restroom/water fountain locations
   c. instructor biography
   d. student introductions

2. Historical Background 1800 – Today
   a. Plasters
      • Lime Plasters
      • Gypsum Plasters
      • Types of Lath
   b. Stuccos
      • Traditions in the U.S.
      • Historic Stucco Composition
      • Application and Finishes
      • Caution about use of EFS, DryVit, and other products

3. Ornamental Plaster
   a. Production
   b. Installation
   c. Repair

4. Flat Plaster Walls and Ceilings

5. Identifying Plaster Problems
   a. Structural
   b. Workmanship
   c. Curing
   d. Moisture

6. Repairing Historic Plaster
   a. Uneven Wall Surfaces
   b. Cracks
   c. Finish Coat replacement
   d. Patching Holes
   e. Plaster Keys
   f. Replacing Old Ceilings
   g. Alternative Lath Systems for New Plaster
   h. Evaluating Modern Materials and Techniques – Dry wall, cement board, etc.
i. What to do with textured plaster replacement surfaces for walls and ceilings
j. Non-historic textures/finishes

Textbooks: Recommended
- Plastering – J. B. Taylor ISBN 9780582056343
Kirkwood Continuing Education and Training Services Course Syllabus

The Repair of Historic Wooden Windows

Course Description: Historic windows are often the first to fall in modern efforts to increase energy efficiency. Window systems that have functioned for decades are replaced through expensive and unnecessary work. Learn how to repair and improve historic windows using low cost techniques and materials.

The class will have both classroom and on-site elements.

Students will have the opportunity to work with tools and materials associated with common historic preservation efforts, and exclusively with window restoration tools.

Students will gain a stronger understanding of the historic preservation principles that direct preservation efforts.

Course Length: 20 hours

Prerequisites: There are no prerequisites for this course.

Method of Instruction: This class requires that the student be proactive. Student must take responsibility for attending class and completing exercises within the allotted time frame. All reading should be done as homework.

Objectives and Course Competencies: Upon successful completion of the class, the students will be able to:

- Successfully evaluate the condition of a historic wooden window.
- Acquire firsthand experience in all phases of work.
- Learn how to increase the energy efficiency of a wooden window.
- Learn the process of maintaining and restoring a historic window.
- Learn how to build a wooden storm
- Understand the principles that drive historic preservation efforts. learn how to apply these principles to all preservation efforts.

Course Handouts:

- Copies of Power Point presentations will be provided to participants to take notes on during class and for reference material after class.
- Printout of The Secretary of the Interior’s Preservation Brief #9
  - (http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm)
- Printout of “http://www.iowahistory.org/historic-preservation/technical-assistance/assets/Windows.pdf”
- Printout of “http://www.preservationnation.org/information-center/sustainable-
Equipment Required: Students shall provide their own personal protection equipment (PPE).

Safety: Safety glasses must be worn at all times in the field. Hearing protection is recommended and is required when operating power tools. Long sleeve shirts are recommended. Long pants are required. No frayed holes or cuffs. Shirts must be tucked in, sleeves and pockets buttoned. Steel toe safety boots are strongly recommended. Leather boots are required. No open toed shoes or athletic shoes are allowed. Hair must be secured so as to not be a safety hazard.

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Course Outline:
1. introduction
   a. instructor biography
   b. student introduction
   c. class outline
   d. historic preservation overview
   e. history of fenestration
   f. Safety overview
      • PPE
      • ladder safety awareness
      • lead awareness
      • asbestos awareness
2. Window Evaluation process
3. Documenting Windows for Historic Preservation & Repair
4. Window Removal
   • removing trimwork
   • removing sashes
   • sealing openings with temporary systems
   a. Paint Removal
      • Evaluate whether paint needs to be removed
      • scraping
      • chemical
      • heat
      • steam
5. Reglazing
   a. putty removal
b. glass cutting & replacement
c. glass sources
d. reinstallation of glass
e. using glazing compound –
  • types of putty including oil based (preferred)

6. Glazing Hands-on

7. Weatherstripping
   a. Types
   b. Installation techniques

8. Repainting
   a. Evaluation of new paints (Oil vs. acrylic vs. latex)
   b. Appropriate historic paint colors
   c. Preparing the surface
   d. Priming
   e. Painting
   f. Cleanup

9. Stabilization Techniques
   a. Testing wood moisture levels
   b. Working with fungicides
   c. Linseed oil overview and application
   d. Epoxy systems for repairs demonstration

10. Epoxy Hands-on

11. Splices & Replacements
   a. Milling new stock
      • by machine
         o routing techniques, etc. demonstration
   b. by hand
      • hand plane techniques demonstration
   c. contracted out
      • where to look
      • what to ask
   d. Disassembling a window sash
   e. Reassembling window sash with new parts demonstration

12. Building wooden storm windows
   a. measuring frames
   b. contracting out a storm window project
   c. milling/purchasing storm window stock
   d. other types of storm windows
   e. cutting joinery
      • by machine
      • by hand
   f. assembling wood storm windows
   g. screening storm windows & doors
h. fitting storms for glass inserts  
i. fitting storms to window frames

13. Storm window hands-on
14. Summary
15. Questions
16. Evaluations

Recommended Reading:
- Window Preservation Standards
- “Save your Wood Windows” by John Leeke