Call Meeting to Order
- Amanda McKnight-Grafton called the meeting to order at 4:35 p.m.
- Eight (8) Commissioners were present with two (2) absent.

1. Public Comment
- There was no public comment

2. Approve Meeting Minutes
- Todd McNall made a motion to approve the minutes from March 23, 2017. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

3. Action Items
   a) Consideration of a letter of support for historic tax credit project at 207 3rd Avenue SW
   - Clint Twedt-Ball of Matthew 25 stated that they are looking for a letter of support from the Commission for their building at 207 3rd Avenue SW. Mr. Twedt-Ball shared photos of the updated space and plans for the remaining area.
   - Todd McNall made a motion to approve a letter of support for historic tax credit project at 207 3rd Avenue SW. Tim Oberbroeckling seconded the motion. The motion passed unanimously.
b) Consideration of Local Historic Landmark Applications

i. 42 7th Avenue SW – Mott Building

- Jeff Hintz stated that this building was listed on the National Register of Historic Places (NRHP) in 2012 based on events and architecture and shared the Criteria for Consideration. Staff recommends that the HPC advance the application to SHPO for formal review and comment on the proposal. Following the SHPO review the application will go to the City Planning Commission (CPC) for recommendation and the City Council for consideration.
- Mary Ottoson of Hobart Historic Restoration stated that the building is finished and has received historic tax credits because the work was done to standards.
- Tim Oberbroeckling made a motion to advance the application for the Mott Building to SHPO for formal review and comment on the proposal. Sam Bergus seconded the motion. The motion passed unanimously.

ii. 525 Valor Way SW – Knutson Building

- Jeff Hintz stated that this building is eligible for listing on the NRHP and the HPC recommended it for the NRHP in January 2017. Mr. Hintz shared the Criteria for Consideration. Staff recommends that the HPC advance the application to SHPO for formal review and comment on the proposal. Following the SHPO review the application will go to the City Planning Commission (CPC) for recommendation and the City Council for consideration.
- The Commission discussed whether or not they should wait to advance the application until the work on the building is completed and what the consequences of that action would be. Amanda McKnight Grafton and Mark Stoffer Hunter both stated that they trust that Hobart Historic Restoration will restore the building correctly based on their history with the Mott Building.
- Tim Oberbroeckling made a motion to advance the application for the Knutson Building to SHPO for formal review and comment on the proposal. Todd McNall seconded the motion. The motion passed unanimously.

3.c.ii, 3.d.i, 3.c.iii, 3.d.iii, and 3.c.i were considered next to accommodate guests.

c) Certificate of Appropriateness

ii. 1831 Ridgewood Terrace SE – reconstruction of porch

- Jeff Hintz stated that this project is for the removal of metal columns from the porch and replacement with wood columns; removal of the wood landing and skirting; and reconstruction with concrete steps and brick masonry to match the existing foundation. Mr. Hintz shared pictures of the current porch and the proposed porch as well as the Historic District Guidelines for porches and other entrances and the criteria for the decision. Staff recommends approval of the project because it meets all criteria in Chapter 18 for approval, it is consistent with the Guidelines for Cedar Rapids Historic Districts, the restoration enhances a defining feature, and it keeps the structure in use and in good repair.
- Tim Oberbroeckling made a motion to approve the Certificate of Appropriateness for the reconstruction of a porch at 1831 Ridgewood Terrace SE. Todd McNall seconded the motion. The motion passed unanimously.
d) Funding Consideration – Historic Rehab Program
   i. 1831 Ridgewood Terrace SW – reconstruction of porch
      • Jeff Hintz stated that this project is for the removal of the front stoop and metal columns
        and reconstruction of the stoop and columns in a manner and materials which are
        consistent with when the home was built. The reconstruction would use bricks, concrete
        and wood columns. Two (2) bids were obtained. Staff recommends approval of the
        project because the project is eligible for program, it is consistent with the District
        Guidelines, architectural detailing will not be removed, there is no impact on defining
        features, and it keeps the structure in use and good repair.
      • Bob Grafton made a motion to approve the funding application for the reconstruction of a
        porch for 1831 Ridgewood Terrace SE. Tim Oberbroeckling seconded the motion. The
        motion passed unanimously.

c) Certificate of Appropriateness
   iii. 1714 3rd Avenue SE – remodeling of rear sunroom on home
      • Jeff Hintz stated that this project is for a reconfiguration of the rear sunroom on the
        property to include the removal of a sliding deck door; installation of a window in this
        location; installation of a fiberglass, wood grain finished appearance door on the wall;
        installation of wood windows with wood trim on the west elevation of the sunroom;
        installation of a salvaged decorative window on the east elevation of the property;
        beveled cedar siding to close any openings to match that of the dormers on the house; and
        installation of a new set of stairs with railing off the rear entrance. Mr. Hintz shared
        pictures of the property; pictures of the proposed products; the Historic District
        Guidelines for doors, walls, exteriors, and windows; and the criteria for the decision.
        Staff recommends approval of the project because it meets all criteria in Chapter 18 for
        approval; it is consistent with the Guidelines for Cedar Rapids Historic Districts; the
        fiberglass, wood simulating door mitigates for adverse impacts due to proposed location;
        there is no impact to defining features; and it keeps the structure in use and in good
        repair.
      • Bob Grafton made a motion to approve the Certificate of Appropriateness for the
        remodeling of the rear sunroom on the home at 1714 3rd Avenue SE. Mark Stoffer Hunter
        seconded the motion. The motion passed unanimously.

d) Funding Consideration – Historic Rehab Program
   iii. 1807 2nd Ave SE – Painting of dwelling unit
      • Jeff Hintz stated that this project is for painting the exterior of the home and any
        necessary prep work. Two (2) bids were obtained. Mr. Hintz shared pictures of the
        property. Staff recommends approval of funding for the project because the project is
        eligible for program, it is consistent with District Guidelines, architectural detailing is not
        being removed, there is no impact on defining features, and it keeps the structure in use
        and good repair.
      • Bob Grafton noted that a power washer should not be used on the wood siding and asked
        if the garage is going to be painted to match the house. The applicant stated that she and
        her husband will paint the garage to match the house.
      • Barb Westercamp made a motion to approve the funding application for painting the
        house at 1807 2nd Ave SE. Tim Oberbroeckling seconded the motion. The motion passed
        unanimously.
c) Certificate of Appropriateness
   i. 1818 Ridgewood Terrace SE – tuck-pointing of chimney
      • Jeff Hintz stated that this project is for the tuck-pointing of the chimney, re-flashing the chimney, and general water protection of the chimney area. Mr. Hintz shared pictures of the chimney, the Historic District Guidelines for chimneys, and the criteria for the decision. Staff recommends approval of the project because it meets all criteria in Chapter 18 for approval, it is consistent with the Guidelines for Cedar Rapids Historic Districts, and keeps the structure in use and in good repair.
      • Tim Oberbroeckling made a motion to approve the Certificate of Appropriateness for tuck-pointing of the chimney at 1818 Ridgewood Terrace SE. Todd McNall seconded the motion. The motion passed unanimously.

   d) Funding Consideration – Historic Rehab Program
       ii. 1818 Ridgewood Terrace SE – tuck-pointing and maintenance of chimney
           • Jeff Hintz stated that this project is for the tuck-pointing of the chimney, re-flashing the chimney, and general water protection of the chimney area. Two (2) bids were obtained. Staff recommends approval of funding for the project because the project is eligible for program, it is consistent with District Guidelines, architectural detailing is not being removed, there is no impact on defining features, and it keeps the structure in use and good repair.
           • Todd McNall made a motion to approve the funding application for tuck-pointing and maintenance of the chimney at 1818 Ridgewood Terrace SE. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

   e) Demolition Applications
       i. 4120 18th Avenue SW – Primary Structure, Private Property
          • Jeff Hintz stated that this property was built in 1953 and the general area is not recommended for intensive survey. Staff recommends immediate release because it has code violations, is currently uninhabitable, and is a poor candidate for local landmark designation.
          • Mark Stoffer Hunter stated that he has done photo documentation and that this property has no historic value.
          • Todd McNall made a motion to approve the demolition of 4120 18th Avenue SW. Ron Mussman seconded the motion. The motion passed unanimously.

       ii. 2713 Union Drive SW – Primary Structure, Private Property
           • Jeff Hintz stated that this property was built in 1948 and the general area has never been surveyed, but this property is not believed to be historically significant. Staff recommends immediate release because rehabilitation or integration with new construction is not economical.
           • Mark Stoffer Hunter stated that he has done photo documentation and that this property has no historic value. The wrought iron fence on the property is historic and he will speak with the owner about that.
           • Ron Mussman made a motion to approve the demolition of 2713 Union Drive SW. Barb Westercamp seconded the motion. The motion passed unanimously.

       iii. 251 33rd Avenue SW – Metal Shop and Store Building, Private Property
• Jeff Hintz stated that this property was built in 1966 and the general area has not been surveyed, but this property is not believed to be historically significant. Staff recommends immediate release because rehabilitation or integration with a new gas station is not economical.
• Tim Oberbrockling made a motion to approve demolition of a metal shop and store building at 251 33rd Avenue SW. Barb Westercamp seconded the motion. The motion passed unanimously.

iv. 5001 East Road SW – 10X20 Garage Structure, Private Property
• Jeff Hintz stated that this garage was built in 1930 and the general area has not been surveyed, but this property is not believed to be historically significant. Staff recommends immediate release because the intent of Chapter 18 is not to target garages lacking ornate features and the building style and character are not consistent with other carriage houses in the City.
• Mark Stoffler Hunter would like to have the picture from the presentation for documentation, but recommends demolition of this garage.
• Barb Westercamp made a motion to approve the demolition of a garage at 5001 East Road SW. Todd McNall seconded the motion. The motion passed unanimously.

f) Demolition Applications under Review
i. 909 16th Avenue SE – Private Property
• Amanda McKnight Grafton recommended that the property remain on hold because the owner is working with a private party to have the structure moved.

4. Discussion Items
a) Update to Historic District Guidelines
• Amanda McKnight Grafton gave an update about the Historic District Guidelines and stated that they will be shared with staff soon.
• Jeff Hintz stated that once staff has reviewed the Guidelines they will go out for public input, SHPO will have thirty (30) days to review them, the Development Committee will review them, and then they will go to City Council for consideration.

b) City Demolition Bids
• Jeff Hintz stated that there was a question from the Commission about demolition bids because there were some properties that did not come to the Commission and staff wanted to clarify. There were a couple of nuisance properties that staff emailed to the Commission on March 2, 2017. There was a miscommunication among staff on a couple other nuisance properties that would not have come to the Commission, but the Commission should have been made aware of for photo documentation. Another property was a shed and that was done at a time when that would have not been reviewed (before the updated Chapter 18). The other two demolitions were for a right-of-way acquisition and staff has worked to close that gap because there are different departments in the City that acquire properties and they were not sent to the Commission for review.

5. Announcements
• There were no announcements.
• The Commission had discussion about a former project and different types of windows.
6. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 6:19 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development