Call Meeting to Order
- Amanda McKnight-Grafton called the meeting to order at 4:29 p.m.
- Nine (9) Commissioners were present with one (1) absent.

1. Public Comment
- There was no public comment.

2. Approve Meeting Minutes
- Tim Oberbroeckling made a motion to approve the minutes from February 9, 2017. Barb Westercamp seconded the motion. The motion passed unanimously.

3. Preview of single-family new construction at 1638 3rd Avenue SE Habitat for Humanity
- Brandon Kriegel and Jeff Capps from Cedar Valley Habitat for Humanity gave the Commission a preview of the single-family new construction project planned for the Local Historic District. The preview included the preliminary plans that show the option for either an attached or detached garage. The project is expected to begin in the spring and finish late summer. The materials have not yet been decided but it is likely that vinyl siding would be used because of cost.
- The Commission agreed that the home should have a detached garage. The set back of the home was also discussed.
The Commission shared concerns about using vinyl siding as it has not been allowed in the Local Historic Districts before and encouraged exploring different materials. The Commission liked the design of the front of the house and the front porch.

4. Action Items
   a) Historic Sites & Markers Project – Presentation from Coe College and request to add sites focusing on African American history to the Historic Sites project list
      - Anne Russett gave background information on the Historic Sites project and stated that Coe College and the African American Museum are developing a walking tour of sixteen (16) sites that focus on early African American history and would like to incorporate the physical markers into their project. The content for the markers has been developed. Staff recommends adding the sixteen (16) sites to the list of historic sites the HPC approved in September 2016.
      - Brie Swenson-Arnold, professor, and two (2) students from Coe College presented information on early African American history in Cedar Rapids and provided examples of sites for the project. Mark Stoffer Hunter has assisted with this project. The Commission is pleased to have these additional sites.
      - Tim Oberbroeckling made a motion to approve adding the sites identified by Coe College to the list of historic sites the HPC approved in September 2016. Todd McNall seconded the motion. The motion passed unanimously.

   Items 4.d.i and 4.d.iv were considered next to accommodate guests.

   d) Funding Considerations – Historic Rehab Program
      i. 1810 Ridgewood Terrace SE – Painting house and repair of rotted wood siding
         - Jeff Hintz stated that this project is to paint the house, including the trim, and to repair or replace when necessary the rotted boards around windows. Any replacement boards will be wood to match the existing material. Three (3) bids were obtained. Mr. Hintz shared pictures of the property. Staff recommends approval of funding for the project because it is eligible for the program, consistent with the 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 funding for painting the house and repairing rotted wood siding at 1840 Ridgewood Terrace SE. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

      iv. 1809 Ridgewood Terrace SE – Painting house
         - Jeff Hintz stated that this project is to paint the house including the trim. Two (2) bids were obtained. Mr. Hintz shared pictures of the property. Staff recommends approval of funding for the project because it is eligible for the program, consistent with the 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.
         - Tim Oberbroeckling made a motion to approve funding for painting the house at 1809 Ridgewood Terrace SE. Todd McNall seconded the motion. The motion passed unanimously.

   Amanda McKnight Grafton left the meeting at 5:30 p.m.
b) Demolition Applications
i. 909 16th Avenue SE – Private Property

- Jeff Hintz stated that this property was built in 1890 and the area was intensively surveyed in 2006. This property is not eligible and staff recommends immediate release. This property was deemed not historic before the Flood of 2008. Mr. Hintz shared pictures of the property and reviewed the definition of historic significance and the demolition review process.
- Mark Stoffer Hunter gave a brief history of the property and recommended that the Commission put a hold on the property to see if anyone is interested in moving it. Mr. Stoffer Hunter stated that this is the last home on this block because the others were damaged and torn down after the flood and that the style of home represents this area before the flood.
- Tim Oberbroeckling made a motion to place a sixty (60) day hold on 909 16th Avenue SE because the building signifies distinctive architectural character/era. Barb Westercamp seconded the motion. The motion passed with Todd McNall opposing.

ii. 932 16th Avenue SE – Private Property

- Jeff Hintz stated that this property was built in 1880 and the area was intensively surveyed in 2006. This property is not eligible and staff recommends immediate release. This property was deemed not historic before the Flood of 2008. Mr. Hintz shared pictures of the property.
- Mark Stoffer Hunter gave a brief history of the property and did not find historic significance.
- Sam Bergus made a motion to approve the demolition of 932 16th Avenue SE. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

c) Certificate of Appropriateness
i. 344 16th Street SE – replacement of a garage door

- Jeff Hintz stated that this project is for the replacement of a rotted wood overhead garage door with a new, similar style, insulated overhead door. Mr. Hintz shared photos of the proposed door as well as the current garage and door and shared the Historic District Guidelines for accessory structures. Staff recommends approval of the project because it is consistent with District Guidelines, consistent with past approvals by the HPC, there is no impact on defining features, garage door is not visible from the street and concealed from users of alleyway, and this project keeps the structure in use and good repair.

Todd McNall left the meeting at 5:48 p.m.

- Tim Oberbroeckling made a motion to approve the Certificate of Appropriateness for the replacement of a garage door at 344 16th Street SE. Sam Bergus seconded the motion. The motion passed unanimously.

Item 4.d.iii was considered next.

d) Funding Consideration – Historic Rehab Program
iii. 344 16th Street SE – Replacement of garage door and interior storm windows

- Jeff Hintz stated that there are two (2) projects in this application. The first project is the installation of interior storm windows on twenty (20) locations on the dwelling unit. Interior storm windows will help to provide energy efficiency without detracting from
original look of the structure. 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 the program, architectural detailing is not being removed, the original
windows will be kept intact, there is no impact on defining features, and this project
keeps the structure in use and good repair.
• Tim Oberbroeckling made a motion to approve funding for the installation of twenty (20)
interior storm windows at 344 16th Street SE. Barb Westercamp seconded the motion.
The motion passed unanimously.
• Jeff Hintz stated that the second project is for the replacement of a garage door as
discussed in item 4.c.i.
• Tim Oberbroeckling made a motion to approve funding for the replacement of a garage
door at 344 16th Street SE. Barb Westercamp seconded the motion. The motion passed
unanimously.

ii. 1818 Ridgewood Terrace SE - Painting house and repair of rotted wood siding
• Jeff Hintz stated that this project is for painting the house, including the trim, and to
repair or replace when necessary the rotted boards around windows. Any replacement
boards will be wood to match the existing material. Two (2) bids were obtained. Mr.
Hintz shared pictures of the property. Staff recommends approval of funding for the
project because it is eligible for the program, consistent with the 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.
• Tim Oberbroeckling made a motion to approve funding for painting the house and
repairing rotted wood siding at 1818 Ridgewood Terrace SE.

5. Announcements
• Jeff Hintz stated that he presented for the Cedar Rapids Area Association of Realtors last
week about Historic Preservation. Mr. Hintz received great feedback and answered their
questions.
• Bob Grafton asked to have discussion about infill of vacant properties and the ROOTs
Program on a future agenda.

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

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development