City of Cedar Rapids
Historic Preservation Commission

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

4:30 P.M.
Thursday, March 8, 2018
in the
Five Seasons Conference Room, City Services Center
500 15th Avenue SW, Cedar Rapids, Iowa

AGENDA

Call Meeting to Order

1. 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.

2. Approve Meeting Minutes

3. Action Items (30 Minutes)
   a) Certificate of Appropriateness
      i. 1744 3rd Ave SE – French door addition and window replacement
   b) Demolition Applications Under Review
      i. 417 1st Ave SE, Primary Structure, Private Property – hold expires 04-10-18
      ii. 421 1st Ave SE, Primary Structure, Private Property – hold expires 04-10-18
      iii. 427 1st Ave SE, Primary Structure, Private Property – hold expires 04-10-18
      iv. 113 15th St SE, Primary Structure, Private Property – hold expires 03-25-18
      v. 117 15th St SE, Primary Structure, Private Property - hold expires 03-25-18
      vi. 1435 1st Ave SE, Primary Structure, Private Property - hold expires 03-25-18
      vii. 1439 1st Ave SE, Primary Structure & Accessory, Private Property hold expires 03-25-18
      viii. 1443 1st Ave SE, Primary Structure, Private Property hold expires 03-25-18
      ix. 1445 1st Ave SE, Primary Structure, Private Property hold expires 03-25-18
   c) Funding Consideration – Historic Rehab Program
      i. 321 19th Street SE – Repair front entrance and brick sidewalls

4. Discussion Items (30 minutes)
   a) Meeting Times
   b) Preserving History Proactively

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the Community Development Department at (319) 286-5041 or email cd-plan@cedar-rapids.org as soon as possible, but no later than 48 hours before the event.
5. Announcements

6. Adjournment
Call Meeting to Order
- Tim Oberbroeckling called the meeting to order at 4:30 p.m.
- Six (6) Commissioners were present with one (1) connected over the phone. One (1) was absent.

1. Public Comment
   a) Public comments were heard.

2. Approve Meeting Minutes
   a) Heather Sundermann made a motion to approve the minutes from February 8, 2018. Barb Westercamp seconded the motion. The motion passed unanimously.

3. Action Items
   a) Demolition Applications
      i. 75 Allview Dr. SW – Primary Structure, Private Property
         • Amanda McKnight-Grafton made a motion to release demolition permit on 75 Allview Dr. SW. Todd McNall seconded the motion. The motion passed unanimously.
      ii. 113 15th St. SE – Primary Structure, Private Property
      iii. 117 15th St. SE – Primary Structure, Private Property
      iv. 1435 1st Ave SE – Primary Structure, Private Property
      v. 1439 1st Ave SE – Primary Structure, Private Property
      vi. 1443 1st Ave SE – Primary Structure, Private Property
      vii. 1445 1st Ave SE – Primary Structure, Private Property
         • Commission decided on seeing the presentation for all properties due to being the same property owner before taking action. Todd McNall made a motion to place a thirty (30) day hold on all six (6) properties to allow for
photo documentation and salvage. Amanda McKnight-Grafton seconded the motion. The motion passed unanimously.

b) Demolition Applications under Review
   i. 417 1st Ave SE – Primary Structure, Private Property – hold expires 04-10-18
      • Property remains on hold.
   ii. 421 1st Ave SE – Primary Structure, Private Property – hold expires 04-10-18
        • Property remains on hold.
   iii. 427 1st Ave SE – Primary Structure, Private Property – hold expires 04-10-18
        • Property remains on hold.

4. Discussion Items
   a) Northwest Gateway Plaza Photograph
   b) Preserving History Proactively

5. Announcements
   a) Announcements were heard.

6. Adjournment
   a) Barb Westercamp made a motion to adjourn the meeting. Todd McNall seconded the motion. The motion passed unanimously and the meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Iván Gonzalez, Planner
Community Development
To: Historic Preservation Commission Members
From: Iván Gonzalez, Planner II
Subject: COA Request at 1744 3rd Ave SE
Date: March 8, 2018

Owner Name: John & Andrea BeGuhn
Address: 1744 3rd Ave SE
Local Historic District: 2nd and 3rd Avenue Historic District
Year Built: 1909

Description of Project: Removal of two (2) wood windows from the north side of the house and installed on the second floor of the east side of the house. Installation of steel French door to the north side of the house facing the rear yard to replace the windows removed. French doors match the width of previous window opening.

Information from Historic Surveys on property: The 1995 Site Inventory Form from the District Nomination survey lists the property addressed as 1744 as “good.” The defining features listed include: hipped roof with hipped attic dormer and exposed rafters along eaves; narrow clapboard siding with belt course between floors; windows include a pair of horizontal 6-light fixed sash in dormer and 1/1 double-hungs elsewhere in various combinations and sizes; hipped roof porch with paneled piers on brick pedestals and narrowly spaced thin & straight balusters; porch skirting with vertical board designs. The home is individually eligible for the National Register and contributes to the district.

Options for the Commission:
1. **Approve** the application as submitted; or
2. **Modify, then Approve** the application – only if applicant agrees to modifications made; or
3. **Disapprove** the application; or
4. **Continue the item to a future, specified meeting date** in order to receive additional information.

Criteria* for Commission decision on application:
1. If any defining features of the building or structure as indicated, but not limited to those included on the Site Inventory Form(s) are proposed to be modified as a result of the proposal indicated on the application for Certificate.
2. If the proposal is consistent with the Guidelines for Cedar Rapids Historic Districts and/or the most recent edition of the Secretary of Interior's Standards for Rehabilitating Historic Buildings.
iii. If the proposal mitigates adverse effects on the aesthetic, historic, or architectural significance of either the building or structure or of the local historic district or local historic landmark.

*See 18.08.C.2.a of the Cedar Rapids Municipal Code

Excerpt(s) from Guidelines for Cedar Rapids Historic Districts Applicable to Project:

Historic Windows:

**Recommended:**
- Retain and repair historic window sashes and frames.
- Replace windows with the home’s original window material (e.g. wood for wood)
- Replacement windows should match the originals as closely as possible
- Repair or install new storm windows
- Vinyl or aluminum products are allowed only at the rear of a house

**Not Recommended:**
- Windows constructed of modern building materials, such as vinyl or aluminum on the front and side of homes
- Decreasing the size of the window opening

Doors:

**Recommended:**
- Repairing the original wood door
- Replacing door visible from the street with wood doors
- Storm and screen doors
- Retaining the same door size
- Retaining historic trim around doors

**Not Recommended:**
- Replacing doors visible from the street with doors made of modern materials
- Unusual shaped glass panes (such as star bursts)
- Increasing or decreasing the original door size

Analysis: The property is located on the intersection of 3rd Ave and 18th St which dictates two (2) street priority faces, one (1) rear priority face and one (1) side priority face. All components of the project are located facing 18th street and the alley which are street-facing and rear priority.

This project can be split into three (3) components: Addition of French doors, shifting the location of rear windows, and removal of second floor windows.

1. Addition of French doors: This component of the project will modify the rear window opening downward to accommodate French doors. The width of the opening will remain the same. The material used for the doors is steel with a wood grain finish to match interior French door style. Interior and exterior trim will remain original to the structure. The guidelines do not specifically address a transformation of this nature but does not recommend decreasing the size and scale of window openings. The guidelines also do not recommend doors made of modern materials that face the street. The door will match the scale and finish of other French doors within the property as a mitigating factor. The rear of the building faces the alley and is partially covered by landscaping as a mitigating factor.
2. Shifting location of rear windows: This component of the project will remove the existing windows from the first floor rear elevation and install the windows on the second floor 18th St elevation. The guidelines do not recommend decreasing the size of the window opening which this move will do. The windows are replacement wood windows that are in very good shape which is a mitigating factor when replacing existing windows. Due to the desire of the rear entrance the owner decided to recycle these windows to replace the more deteriorated windows on the second floor.

3. Removal of second floor windows: The guidelines recommend repairing existing windows as the first option. The second option would be to replace with matching materials. In this case the windows will be replaced with wood windows that are recycled from the installation of the French doors from the rear. This will modify the window opening by decreasing it to fit the window dimensions from the rear which is not recommended by the guidelines.

This proposal is occurring on locations which are combination of high and low priority in terms of streetscape but are partially mitigated by landscaping and tree cover. The proposal is consistent with the guidelines in window material but is not with door material and window opening modification. As it relates to the Criteria for Commission decision on the application, there are defining features which would be altered as a result of this application. Double hung windows are listed as a defining feature. The question for the Commission in deliberating this application is essentially has the proposal mitigated for any adverse impacts the installation would have.

**Attachments:** Completed application from applicant and images of the doors and windows.
LOCAL HISTORIC DISTRICT/LANDMARK EXTERIOR WORK APPLICATION

Cedar Rapids Municipal Code, Section 18.08

The following information is necessary for all requests for exterior modifications to local historic landmarks or buildings within a designated local historic district as per Chapter 18, Historic Preservation in the Cedar Rapids Municipal Code. Please answer all questions. Failure to provide accurate and complete information will delay review.

<table>
<thead>
<tr>
<th>Owner Information</th>
<th>Applicant Information (skip if owner)</th>
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<tbody>
<tr>
<td>Name</td>
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Address of Property where work will occur: 1744 3rd Ave SE

Project Type: ☐ House ☐ Garage ☐ Shed ☐ Fence ☐ Other

Project Description and Location on the property/structure (please be as detailed as possible):

1. Replace 2 windows on back of house with French doors
2. Replace 2 upstairs windows with the 2 removed for French door
3. 2 lights by French door matching the other exterior lighting

Description of existing materials (e.g. wood, metal, asphalt shingles):

Double Hung Wood Windows

Description of proposed materials (e.g. wood, metal, asphalt shingles):

Metal Door with Stained Material

Double Hung Wood Windows

Will you be permanently removing architectural detailing/ornamentation from the exterior of the structure (e.g. corbel(s), trim, molding, newel post caps)? Yes ☐ No ☐

If Yes, describe what architectural detailing/ornamentation you are removing and why:-

☐
Description of how project meets the Guidelines for Cedar Rapids Historic Districts or rationale for why the project is not consistent with the Guidelines for Cedar Rapids Historic Districts:

Replacing back windows with French wood stained doors
Matching the French doors in house as well as trim and stain throughout

Supplemental Materials Required:

For all projects, include at least one of the following applicable materials:
□ Physical Material(s) Sample
□ Product Catalog, indicating chosen product
□ Photo of exact product which will be installed

For new construction only, include at least one of the following:
□ Sketches
□ Renderings
□ Construction Drawings

I, the owner or designated representative of the property, have read the application and acknowledge the Guidelines for Cedar Rapids Historic Districts, as they relate to my project will be used to determine if my project is approved. If the area where the work on the project is not readily visible from a public right-of-way (alley or street), I also authorize a staff member of the Community Development Department to come onto the property to obtain photo(s) of the area where the work will occur.

I acknowledge that the information provided in this application, including all attachments, are accurate and correct, and that an incomplete application will not be accepted.

I have included the required applicable attachments with this application: □ Yes □ No

Owner/applicant signature: [Signature]

For staff use only:
Date and time completed application received: [Date and Time]

City of Cedar Rapids Community Development Department
101 First Street SE, Cedar Rapids, IA 52401
Phone: 319-286-5041 | Web: www.cityofcr.org/hpc

Revised 3/2017
To: Historic Preservation Commission
From: Iván Gonzalez, Planner II
Subject: Historic Rehab Program Application – 321 19th Street SE
Date: March 8, 2018

Owner Name: Tom and Joyce Reilly
Address: 321 19th Street SE
Local Historic District: Redmond Park - Grand Avenue Historic District
Year Built: 1928

Description of Project: Renovate/repair front entrance concrete steps and brick sidewalks with capstones.

Removing Architectural Detailing: ☐ Yes ☒ No

Eligible Project under the Historic Rehabilitation Program: ☒ Yes ☐ No

Consistency with Historic District Guidelines: Porches and Other Entrances section of the Historic District Guidelines state repairing existing material is recommended. This section also lists concrete steps that are visible from the street as not recommended but in this case the property owner will not be adding anything just repairing masonry work. Due to those reasons City Staff considers this project to be consistent with the Historic District Guidelines.

Bid Summary:
- Bid 1: Cutter Construction - $2,457.98
- Bid 2: R.L. Snitker Inc. - $1,750.00

Options for the Commission:
1. Approve the application for funding; or
2. Deny the application for funding.

Staff Recommendation: Approval of funding for the project.

Attachments: Application from applicant.
# CEDAR RAPIDS

**Historic Rehabilitation Program Application**

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

The following information is necessary for all those interested in participating in the Historic Rehabilitation Program. Please answer all questions and provide all attachments. Incomplete applications will not be accepted. Sections beginning with \* may be skipped if a Certificate of Appropriateness has previously been obtained for the work AND the work has not begun.

<table>
<thead>
<tr>
<th>Owner Information</th>
<th>Applicant Information (skip if owner)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Tom &amp; Joyce Reilly</td>
<td>Name/Company:</td>
</tr>
<tr>
<td>Address: 321 19th St. SE</td>
<td>Email:</td>
</tr>
<tr>
<td>City: Cedar Rapids</td>
<td>Address:</td>
</tr>
<tr>
<td>State: Iowa</td>
<td>City:</td>
</tr>
<tr>
<td>Zip: 52403</td>
<td>State:</td>
</tr>
<tr>
<td>Phone: (319) 365-9218</td>
<td>Zip:</td>
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<tr>
<td>Email:</td>
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**Address of Property where work will occur:** 321 19th St. SE

**Project type:** House □ Garage □ Shed □ Fence □ Other □ Front stoop repair/restore

**Project description:** Renovate/repair front entrance concrete steps and brick sidewalks with capstones

**Location:** Describe where (what part of building, or where on property) work will be done:

Original tall (non-std) front door stoop and steps facing 19thnSt. SW corner of Ridgewood Terr. 'T' intrsctn

**Existing Material(s):** Concrete/brick/caps

**Materials Proposed:** Same

Will you be permanently removing architectural detailing/ornamentation? Yes □ No □

If Yes, please explain why:

Description of how project meets the Guidelines for Cedar Rapids Historic Districts or rationale for why the project is not consistent with the Guidelines for Cedar Rapids Historic Districts:

*Restoring or replicating concrete and brick front stoop and steps shows the early attention to upgrade appearance by using more expensive materials and a prestige front door.*
Include at least one of the following applicable materials: Physical Material(s) Sample □ Product Catalog, indicating chosen product □ Photo of exact product which will be installed □

For new construction only (garage, shed, addition, house, structure, fence), include a site plan □ AND at least one of the following: Sketches □ Renderings □ Construction Drawings □

<table>
<thead>
<tr>
<th>Grant or Loan Determination</th>
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<tbody>
<tr>
<td>Applicants with a gross annual household income at or below 80% of Area Median Income are eligible for a grant. Those above 80% of Area Median Income are eligible for a 0% interest loan.</td>
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<tr>
<td>How many people live in your household? Please check box: 1 □ 2□ 3 □ 4 □ 5 □ 6 □ 7 □ 8 + □</td>
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<tr>
<td>What was your household income last year? Please check box: $0-$42,700 □ $42,701-$48,800 □ $48,801-$54,900 □ $54,901-$60,950 □ $60,951-$65,850 □ $65,851-$70,750 □ $70,751-$75,600 □ $75,601-$80,500 □ $80,501 or more □</td>
</tr>
<tr>
<td>Is the address where work will occur your primary residence the majority of the year? Yes □ No □</td>
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<tr>
<td>Is this a rental property or secondary home? Yes □ No □</td>
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<tr>
<td>*80% of Area Median Income determined by HUD and varies by household size.</td>
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</tbody>
</table>

Application to the Historic Rehabilitation Program does not guarantee award of grant or loan. All projects are reviewed by the Historic Preservation Commission for historical appropriateness AND then award of the grant/loan is considered by the Historic Preservation Commission.

I, the owner or designated representative of the property, have read the application and acknowledge the Guidelines for Cedar Rapids Historic Districts, as they relate to my project will be used to determine if my project is approved. I also acknowledge I have read the requirements for the Historic Rehabilitation Program. I acknowledge that the information provided in this application, including all attachments, are accurate and correct, and that an incomplete application will not be accepted.

I have included the required applicable attachments with this application: Yes □ No □

I have read the requirements for the Historic Rehabilitation Program: Yes □ No □

Owner signature: [Handwritten Signature]

* If the area where the work on the project is not readily visible from a public right-of-way (alley or street), I authorize a staff member of the Community Development Department to come onto my property to obtain photo(s) of the area where the work will occur.

Owner signature: [Handwritten Signature]

Guidelines for Cedar Rapids Historic Districts and Historic Rehabilitation Program available at: www.cityofcr.com/HPC or by visiting the Community Development Department Office in City Hall at 101 First Street SE, Cedar Rapids, IA 52401.