Call Meeting to Order
1. Approve Meeting Minutes
2. Action Items
   a) COA applications *(10 minutes)*
      i. 1726 Park Avenue SE – Replace porch windows
      ii. 1836 Park Avenue SE – Replace porch stairs and flooring
3. New Business
   a) Section 106 training workshop – September 20-21, 2013 *(10 minutes)*
   b) Preservation Showcase 2013 debrief *(30 minutes)*
4. Old Business
   a) Demo applications UNDER REVIEW *(5 minutes)*
      i. 1221 3rd Street SE – June 10, 2013
   b) Demolition ordinance update: Demolition definition *(10 minutes)*
   c) 60 day demolition review signage *(5 minutes)*
   d) MOA/LOA Updates
5. Adjournment

FUTURE MEETINGS

Items for future agendas:
   a) Demolition ordinance update: Initial review period length
   b) Replacement of Historic District Markers
   c) Potential Local Historic District Nomination
MINUTES
HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, April 25, 2013 @ 4:30 p.m.

Police Substation, 1501 1st Avenue SE

Members Present: Amanda McKnight-Grafton  Chair
                Moira Blake
                Patricia Cargin
                Bob Grafton
                Tim Oberbroekling
                Jon Thompson
                Barbara Westercamp

Members Absent:  Todd McNall  Vice-Chair
                 Candy Nanke

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

Guests: Ann Poe, Sara Lunsford, Kevin Ciabatti, Cindy Hadish

Call Meeting to Order
- Amanda McKnight-Grafton called the meeting to order at 4:30 p.m.
- Seven (7) Commissioners were present and two (2) absent.

1. Approve Meeting Minutes
- Tim Oberbroekling made a motion to approve the minutes from April 11. Barbara Westercamp seconded the motion. The motion passed unanimously with none opposed.

2. Action Items
   a. NEW Demolition Applications
      i. 907 17th Avenue SE – Private Property
         - Thomas Smith stated the property is owned by Cargill and was affected by the 2008 flood. Salvage would not be an option as the property has no interior or windows.
         - Jon Thompson made a motion to approve demolition of 907 17th Avenue SE. Tim Oberbroekling seconded the motion. The motion passed unanimously.
      ii. 1619 F Avenue NE – Partial Demolition – Private Property
          - Mr. Smith stated the warehouse has fire damage and a portion of the building needs to be removed. The attached office building would be kept.
          - Tim Oberbroekling made a motion to approve partial demolition of 1619 F Avenue NE. Jon Thompson seconded the motion. The motion passed unanimously.
iii. 1371 19th Avenue SW – Private Property
   - Mr. Smith stated the structure was damaged in a fire and has no salvage value.
   - Tim Oberbroeckling made a motion to approve demolition of 1371 19th Avenue SW. Barbara Westercamp seconded the motion. The motion passed unanimously.

3. New Business
   a. 60 day demolition review signage
      - Mr. Smith stated as part of the ordinance there will be posting of signs for properties that are on a 60-day demolition review. An example was provided for feedback.
      - Discussion included the fact signs used in the past were larger and stood out more. Discussion also included the cost of signs, sign placement and trespassing concerns.
      - The commission did not make a decision on the 60 day demolition review sign and will discuss further at the next regular meeting.
   b. Wellington Heights Neighborhood Plan
      - Sara Lunsford stated there would be an open house on May 1st and 2nd for the Wellington Heights Neighborhood Planning Process. SAA Design Group was hired to assist in collecting data and retrieving information on the Wellington Heights neighborhood. The City would like information from citizens of the community to prepare a plan for future reinvestment in the area for the next 5-10 years.
      - Discussion included the fact the plan is through the City of Cedar Rapids and would be similar to the reinvestment plans done in 2009 for the flood impacted areas. It was pointed out that because of Entitlement Funds the project needs to be complete by June in order to get reimbursement from the federal government.

4. Old Business
   a. Demo applications UNDER REVIEW
      i. 1221 3rd Street SE – June 10, 2013
         - Mr. Smith stated he was not able to get ahold of the property owner but architects have surveyed the building. The building was determined to have no potential for redevelopment and there are a number of safety concerns.
   b. Demolition Ordinance Update: Demolition Definition
      - Mr. Smith stated a demolition definition will be added to the Chapter 18 ordinance and provided examples of potential definitions.
      - Discussion included the possibility of having fines and penalties for demolishing structures without proper permits or while on a 60 day demolition review. Mr. Smith stated he will discuss options with the City’s legal department.
   c. Preservation Showcase
      - Details of the 2013 Preservation Showcase were discussed.
   d. MOA/LOA Updates
      - There were no MOA/LOA updates.

5. Adjournment
   - Barbara Westercamp made a motion to adjourn the meeting at 5:46 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Alicia Abernathey, Administrative Assistant II
Community Development
ACTION ITEMS
Cedar Rapids
Historic District Application

Owner Information
Name: Terence & Deborah Pesek
Address: 200 Lincoln Hills Dr S.E.
City: Cedar Rapids
State: Iowa
Zip: 52403
Phone: 319-362-3426

Applicant Information
Name: Terence & Deborah Pesek
Company: 
Address: 200 Lincoln Hills Dr S.E.
City: Cedar Rapids
State: Iowa
Zip: 52403
Home Ph: 319-362-3426
Work Ph: 522-3965

Address of property where work is to be done:
3726 Park Ave S.E., Cedar Rapids

Project type: House ☐, Garage ☐, Shed ☐, Fence ☐, Addition ☐, other Porch ☐ Windows ☐

Project description
Replace windows of what we know are some wood, some metal combination windows

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

Materials: Type and design to be used Metal Combination

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).

Plans/Illustrations: If major elements such as windows and doors are proposed for replacement, then drawings, photographs, or product literature for the proposed new elements must be submitted with the application. Large projects, such as building additions and new garages, require plans and elevations.

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

Applicant's signature: Terence Pesek

For Development Department use only:
Date Received: 
Received by: 
File No. 

Redmond Park-Grande Avenue ☐ Contributing structure? ☐ Yes ☐ No ☐
Second and Third ☐ Key structure? ☐ Yes ☐ No ☐

CNME Issued? ☐ Yes ☐ No ☐
COA Required? ☐ Yes ☐ No ☐

Hist Dist Application.wpd, October 6, 2005
Appraisal Summary - GPN: 14221-55021-00000

(142215502100000)

Property Address: 1726 PARK AVE SE
Cedar Rapids, IA
WITHIN LOCAL HISTORIC DISTRICT

Class: Residential
Tax District: 286 CR-COE/MT TIF

PDF: Res Permit
Region 7
Plat Map: 2222

Deed Holder: PESEK TERRENCE J & DEBORA F

Mailing Address: 200 LINCOLN HEIGHTS DR SE
CEDAR RAPIDS IA 52403

Legal Description: BEVER PARK 3RD E 40' STR/LB 11 19

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.

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RESIDENTIAL DWELLING

Occupancy: Single-Family
Style: 2 Story Frame
Year Built: 1912
Exterior Material: Wd Lap
Above-Grade Living Area: 1,358 SF
Number Rooms: 5 above, 0 below
Number Bedrooms: 3 above, 0 below
Basement Area Type: Full
Basement Finished Area: 0 SF
Number of Baths: 2 Full Bath
Central Air: Yes
Heat: FHA - Gas

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

Number of Fireplaces: None
Garage: 960 SF - Det Frame (Built 1947)
Porches and Decks: 1S Frame Enclosed (72 SF); Frame Encl 2nd Floor (99 SF); 1S Frame Enclosed (200 SF)
Yard Extras: None

NOTES:
PRE RVAL: 2 Story Plus. FuncDesc: EC.
PRE RVAL: GAR = OVERSIZED DRS (10' HIGH), X-PLMB = 1BT. BATH OFF LIV RM.
12/04/2003-FENCED YARD.
1-2011 REPLACED GRAVITY HEAT WITH FHA AND ADD AC. 7/20/10 JA
1-2013 6YR CYCLE. NO CHANGES PER TENANT 4/17/2012 AE

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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
Department of Development, 6th Floor, City Hall, Cedar Rapids, IA 52401-1256 Phone 319-286-5041, Fax 319-286-5141

<table>
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<td>319.651.4999</td>
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Address of property where work is to be done: 1836 Park Ave S E

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

Project description: A recent inspection revealed weathered/rating wood on stairs and porch floor. I want to repair/replace the stairs and porch flooring with pressure treated lumber, then paint. It to match the current color scheme. No joints or supports will be replaced.

Location: Describe where (what part of building, or where on property) work will be done Rear side, front porch (floor), Reusing railing and columns

Materials: Type and design to be used: Pressure treated lumber for stair treads, 5/4 deck boards in pressure treated lumber. Baser on stairs to be arched, consistent with the period of the home. I will paint used upon 90 day "dry time" of pressure treated lumber.

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).

Plans/Illustrations: If major elements such as windows and doors are proposed for replacement, then drawings, photographs, or product literature for the proposed new elements must be submitted with the application. Large projects, such as building additions and new garages, require plans and elevations.

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

Applicant's signature: Lonnie Gruver

For Development Department use only:

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<td>Contributing structure? □ Yes □ No</td>
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Hist Dist Application.wpd, October 6, 2005
Appraisal Summary - GPN: 14221-54023-00000

Property Address: 1836 PARK AVE SE
Cedar Rapids, IA
WITHIN LOCAL HISTORIC DISTRICT

Class: Residential
Tax District: Res Permit
Region 7
Neighborhood: SE 217

PDF: Res Permit
Region 7
Plat Map: 2222
Deed Holder: GRUNER LONNIE J
Mailing Address: 1836 PARK AVENUE SE CEDAR RAPIDS IA 52403

Legal Description: BEVER PARK 3RD W 30' S 70' STR/LB 14 20
Homestead: Military:

LOT INFORMATION

Disclaimer: Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions.
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RESIDENTIAL DWELLING

Occupancy: Two-Family Conversion
Style: 2 Story Frame
Year Built: 1905
Exterior Material: Asb
Above-Grade Living Area: 1,824 SF
Number Rooms: 9 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
Heat: FHA - Gas
Number of Fireplaces: None

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

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<td>30</td>
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Garage: None
Porches and Decks: 1S Frame Open (176 SF); Frame Encl 2nd Floor (176 SF)
Yard Extras: None

NOTES:
01/09/2002-1ST FLR APT VACANT AT TIME OF LISTING. 3 ELECTRIC METERS. 2 GAS METERS.

1-2006 CLASS CHANGE FROM E TO R 07/05/06 MJW

1-2010 BOARD OF REVIEW PETITION #1286 TO REDUCE TO $80,774

1-2013 6YR CYCLE. ADJUSTED ATTIC FROM FLOOR&STRS TO NONE. NO OTHER CHANGES PER TENANT.
4/17/2012 AE

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Sketch

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Property photos or data incorrect? Click Here
OLD BUSINESS
To: Historic Preservation Commission
From: Thomas Smith, Planner and Alex Sharpe, Planner
Subject: Demolition Ordinance Definition Update
Date: May 9, 2013

Background:
At the April 11 and April 25 Historic Preservation Commission (HPC) meetings, the Commission reviewed examples of demolition definitions used by other municipalities around the country for buildings 50 years or older. The Commission expressed the most interest in a definition that:

- Lists specific actions that would be considered a demolition,
- Uses percentages to determine thresholds for what would be considered a repair or modification, as opposed to a demolition, and
- Is clear enough to be consistently interpreted by the Commission, City staff, and demolition contractors.

Recently, a potentially-historic home was deconstructed down to the foundation and chimney and then rebuilt with new materials. Had the contractor given a full accounting of the work to be performed on the structure, it technically would not have been considered a demolition based on the City’s current definition of a demolition. The City’s current definition of a demolition is the complete removal of a structure and its foundation, and the clearing of the site.

The definition recommended by the HPC would be applied to all buildings over 50 years old throughout the city, if approved by the City Council.

Staff Recommendation:
Based on feedback from HPC members and internal discussions among Community Development and Building Services staff, the following definition is recommended to be included in Section 18.02 of the City’s Historic Preservation Code and applied to all buildings 50 years old or older throughout the city:

Demolition (for structures determined to be fifty (50) years old or older):
1. Removal of more than twenty-five (25) percent of an exterior wall(s) facing a public street(s) or fifty (50) percent of all exterior walls; or
2. Removal of more than fifty (50) percent of the interior structural elements unless the Zoning Officer determines that the removal is the only reasonable means available to comply with the standards for seismic loads and forces of the Uniform Building Code; or
3. Enclosure or alteration of more than fifty (50) percent of the exterior walls so that they no longer function as exterior walls; or
4. Removal of a roof, or rebuilding of the roof to a different pitch; or
5. A proposed alteration, which in combination with other alterations of the building authorized within the preceding five (5) years will represent a change defined in subsections (1), (2), (3), or (4) above.

Best Practices Research:
The following example definitions taken from communities around the United States have been found by staff:

Cambridge, Massachusetts
The act of pulling down, destroying, removing or razing a building or commencing the work of total or substantial destruction with the intent of completing the same. The City’s Inspectional Services Commissioner has provided further guidelines to outline what actions require a demolition permit. In addition to complete demolition of a building, the following actions may require a demolition permit:

- removal of a roof (for example, raising the overall height of a roof, rebuilding the roof to a different pitch, or adding another story to a building),
- removal of one side of a building,
- gutting of a building's interior to the point where exterior features (windows, etc.) are impacted, and
- removal of more than 25% of a structure.

Los Gatos, California
Demolition (historic structures) means:

6. Removal of more than twenty-five (25) percent of a wall(s) facing a public street(s) or fifty (50) percent of all exterior walls; or
7. Removal of more than fifty (50) percent of the interior structural elements unless the Building Official determines that the removal is the only reasonable means available to comply with the standards for seismic loads and forces of the Uniform Building Code; or
8. Enclosure or alteration of more than fifty (50) percent of the exterior walls so that they no longer function as exterior walls; or
9. A proposed alteration, which in combination with other alterations of the building authorized within the preceding five (5) years will represent a change defined in subsections (1), (2) or (3) above.

Indianapolis, Indiana
Demolition shall be defined as the razing, wrecking or removal by any means of the entire or partial exterior of a structure. The following examples are meant to help define demolition and are not all-inclusive:

1. The razing, wrecking or removal of a total structure.
2. The razing, wrecking or removal of a part of a structure, resulting in a reduction in its mass, height or volume.
3. The razing, wrecking or removal of an enclosed or open addition.

Sacramento, California
The removal of an aggregate of fifty (50) or more linear feet of exterior wall OR more than fifty percent (50%) of the footprint of the structure, whichever applies.

Philadelphia, Pennsylvania
The razing or destruction, whether entirely or in significant part, of a building, structure, site, or object. Demolition includes the removal of a building, structure, or object from its site or the removal or destruction of the facade or surface.
Next Steps:
- May 9 – Final review and creation of definition by the Historic Preservation Commission
- May 22 – Review of the recommended definition by the Council Development Committee
- May 28 – City Council motion setting a public hearing
- June 11 – City Council public hearing

At the May 9 HPC meeting, the Commission will also review the current 10-day wait period between the time a demolition application is received and the time that the HPC is required to review the application. Currently, if a demolition application is not reviewed within 10 days of filing, it is automatically released to the applicant.
# DEMOLITION PERMIT APPLICATION

<table>
<thead>
<tr>
<th>Address of Demolition: 1021 SE 2nd St SC</th>
<th>Approximate Age of Structure Year Built: 1910</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPN: 14284-04008-000000</td>
<td>Reason: (optional) Future Plans: (optional)</td>
</tr>
<tr>
<td>Property Owners Name: VONDRAKE PROPERTIES LC, SERIES 911</td>
<td>Phone: 319-560-6898 cell</td>
</tr>
<tr>
<td>Property Owners Address:</td>
<td>City / State / Zip Code</td>
</tr>
<tr>
<td>Contractor’s Name:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Contractor’s Address:</td>
<td>City / State / Zip Code</td>
</tr>
<tr>
<td>Type of Building: Single Family</td>
<td>Multi Family</td>
</tr>
<tr>
<td>Size of Building: Dimensions are: 90' x 84'</td>
<td>Number of Stories: 1</td>
</tr>
<tr>
<td>Building has Basement: Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

## DISPOSAL OF DEMOLITION MATERIALS

- [ ] 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 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:**

## OFFICE USE ONLY

### UTILITIES DISCONNECTION INFORMATION & APPROVALS

<table>
<thead>
<tr>
<th>Water: Alliant Energy:</th>
<th>Sewer: Mid-American Energy:</th>
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<tr>
<td>Public Works: MediaCom:</td>
<td>CED: Other:</td>
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<td>Zoning: Other:</td>
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## PERMITTING INFORMATION

<table>
<thead>
<tr>
<th>Demolition Permit Number:</th>
<th>Date Issued:</th>
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<tr>
<td>Demolition Permit Fee: $</td>
<td>Date Paid:</td>
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<tr>
<td>Zoning District:</td>
<td>Date All Utilities Were Disconnected:</td>
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<tr>
<td>Permit Issued by:</td>
<td>Date Signed:</td>
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Revised 09/2010 dlf
Appraisal Summary - GPN: 14284-04008-00000

Property Address: 1221 3RD ST SE
Cedar Rapids, IA

Class: Commercial
PDF: Warehouse/Storage
Plat Map: 2524

Deed Holder: VONDRAKEK PROPERTIES LC-SERIES 9

Mailing Address: VONDRAKEK, OPERATING MGR
1228 3RD ST SE
CEDAR RAPIDS IA 52401

Legal Description: CARPENTER'S 3RD STR/LB 7 31

LOT INFORMATION
Scroll down for sketch.

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

<table>
<thead>
<tr>
<th>Sq. Ft. W/Dimensions</th>
<th>Front</th>
<th>Rear</th>
<th>Side 1</th>
<th>Side 2</th>
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<tbody>
<tr>
<td>60</td>
<td>60</td>
<td>140</td>
<td>140</td>
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COMMERCIAL BUILDINGS

Store - Retail Small: 2,205 SF (Built 1910)
Metal Warehouse - Pole Frame: 2,904 SF (Built 1980)

YARD ITEMS

Sheds: 200 SF, Metal, Low Pricing (blt-1960)

NOTES:

FuncDesc:UT.

05/21/2002 ROOF REPAIRED ON 1680 SF BLDG. NO OTHER UPDATES. FRONT PART OF BLDG USED AS WOODWORKING SHOP. BALANCE OF BLDG IS RETAIL AREA. INTERIOR IS DATED-70'S. LOW COST. NOT VERY WELL MAINTAINED. POOR CONDITION.

525 SF WAREHOUSE IS USED FOR STORAGE. NORMAL CONDITION. 2904 SF WAREHOUSE-NO RECENT UPDATES.
INTERIOR NORMAL CONDITION. MTL SHED WAS OLD COOLER. BLDG 2 GIVEN LOCATION OBSOLED DUE TO ALLEY ACCESS.

DWELLING LISTING WAS ESTIMATED ON REVIEW. MEASUREMENTS AT REAR ESTIMATED DUE TO DOG. DWELLING HAS NEW ROOF AND SIDING, BUT INTERIOR APPEARS TO BE IN VERY POOR COND. CK -1- 2004 FOR INTERIOR REMOD.

OWNER OCCUPIED-SINGLE TENANT. LAND SF=8400. BUILDING SF=6081. L TO B RATIO=138. RETAIL AREA=1488 SF (29.13%). STORAGE AREA=192 SF(3.75%). WAREHOUSE AREA=3429 SF(67.12%). 52764 CF

1-2009 FLOOD ADJUSTED PROPERTY C-2010 ADJUST FOR FLOOD DAMAGE AND REMOVE/WRECK RESIDENTIAL DWLG/SP

1-2009 FLOOD ECONOMIC ADJUSTMENT -35%

1/1/2010-NO CHANGE-SP

1-2013 COMM REVAL 11/26/2012 SP

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SALES

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PERMITS

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<td>1/14/2010</td>
<td>2008 FLOOD</td>
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<tr>
<td>2/3/2009</td>
<td>2008 FLOOD</td>
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<td>11/3/2008</td>
<td>DEMOLITION</td>
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<td>10/30/2008</td>
<td>WORK ORDER</td>
</tr>
<tr>
<td>10/15/2001</td>
<td>SIDING</td>
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Sketch

NOTICE OF 60 DAY DEMOLITION REVIEW

This premises/structure has been placed on a 60 Day Demolition Review to seek other alternatives to demolition.

Pursuant to section 18.10 of Chapter 18 of the Cedar Rapids Municipal Code, the City of Cedar Rapids is proceeding with a 60 day demolition review and the following alternatives to demolition may be considered:

1. The building can be considered for landmark designation.
2. Rehabilitation of the building with assistance of State or Federal tax incentives or other private financial assistance.
3. Adapting the building to a new use.
4. Finding a new owner who is interested in preserving/rehabilitation of the building.
5. Incorporating the building into the owner/applicant’s redevelopment plans.
6. Assisting in finding a different location for the owner’s redevelopment.
7. Moving the building to an alternative location.
8. Salvaging building materials if the structure is to be demolished.
9. Documenting the building prior to the issuance of a demolition permit.

Please forward questions to the City of Cedar Rapids Community Development Department at (319) 286-5041.

Address:____________________________________________

Historic Preservation
Liasion Signature: _________________________ Date:________________