

## **IOWA CITY HISTORIC PRESERVATION COMMISSION**

**Thursday, February 14, 2019**

City Hall, 410 E. Washington Street

Emma Harvat Hall

**5:30 p.m.**

**A) Call to Order**

**B) Roll Call**

**C) Public discussion of anything not on the agenda**

**D) Certificate of Appropriateness**

1. 1117 Seymour Avenue – Longfellow Historic District (garage demolition and reconstruction and house addition)

**E) Review draft CLG Annual Report**

**F) Discussion of Historic Preservation Plan Priorities and annual work program**

**G) Consideration of Minutes for January 10, 2019**

**H) Commission Information and Discussion**

1. Iowa City Downtown update
2. Sanxay-Gilmore House update
3. Houses at 225 N. Gilbert Street and 229 N. Gilbert Street
4. Preserve Iowa Summit Theme: Reinvention through Rehabilitation, Newton IA, June 6-8

**I) Adjournment**

If you will need disability-related accommodations in order to participate in this meeting, please contact Jessica Bristow, Urban Planning, at 319-356-5243 or at [jessica-bristow@iowa-city.org](mailto:jessica-bristow@iowa-city.org). Early requests are strongly encouraged to allow sufficient time to meet your access needs.

**Historic Review for 1117 Seymour Avenue**

District: Longfellow Historic District

Classification: Contributing

The applicants, Rose Schabilion and Eric Strand, are requesting approval for a proposed demolition, addition and new construction project at 1117 Seymour Avenue, a Contributing property in the Longfellow Historic District. The project consists of the demolition of the existing garage and screened porch and the construction of a new rear addition and new garage at the rear of the property.

**Applicable Regulations and Guidelines:**

***4.0 Iowa City Historic Preservation Guidelines for Alterations***

- 4.3 Doors
- 4.5 Foundations
- 4.6 Gutters and Downspouts
- 4.7 Mass and Rooflines
- 4.10 Porches
- 4.11 Siding
- 4.13 Windows
- 4.14 Wood

***5.0 Guidelines for Additions***

- 5.1 Expansion of Building Footprint

***6.0 Guidelines for New Construction***

- 6.2 New Outbuildings

***7.0 Guidelines for Demolition***

- 7.1 Demolition of Whole Structures or Significant Features

***Staff Comments***

**History**

This house, built c. 1940 is representative of a common style of infill found in the Longfellow neighborhood, the Minimal Traditional house. Typical hallmarks of this style found here are the side-facing main gable with the front facing smaller gabled wing, the six-over-one double hung windows, the lack of an overhang at the roofline and minimal architectural detail. This house, at least with the front door trim, exhibits Colonial Revival detailing which was one of the more common elaborations when a builder went beyond the typical "simplicity" of the style. Often, Minimal Traditional homes were built using FHA-insured loans in the midst of the Depression. The screened porch addition dates from 1996. The garage appears to be original to the house.

This house presents an interesting case in regard to its original siding. The Sanborn Fire Insurance maps indicate that the house had asbestos siding at the time of the 1933-1948 map. Given the fact that the house was built during this time and asbestos siding was reaching the high-point of its popularity, it is likely the original siding on the house instead of a replacement siding as found on many older Iowa City properties. At the time of the 1973 property assessment, the house was indicated to have asbestos shingle siding. While asbestos siding was available in the 1940s in a plank form, shingle was the most popular style during the time. Currently, the house has vinyl siding over some form of existing siding and a layer of insulation. The material and condition of the existing siding is not known but is assumed to be asbestos instead of an interim replacement siding. It is also unknown whether or not the house has any other elements of Colonial Revival details hidden by the vinyl siding.

### **Proposal**

The applicant is proposing to remove the existing single-car garage and replace it with a new two-car garage located at the rear of the property and accessed through the alley. With the exception of the size and location, the new garage will replicate the old with Dutch lap siding, small windows, and two single-car, flat-panel garage doors.

In addition, the applicant also proposes to remove the screened porch addition and construct a new addition at the back of the house. The new addition will step in 9 inches from the corner of the house on the east side. On the west side it will step in more significantly to create an obvious distinction between the existing and new portions of the house because of the visibility of this side of the house from both street and alley. The addition will step back out on the west side to accommodate interior uses. A portion of this step in will be covered in a low-slope roof, creating a porch area and covered entry.

The new addition will match the key horizontal lines of the existing house, such as eave, door head and window head heights. The roof shingles will match the light gray asphalt shingles on the rest of the house. The existing house has a rock-faced concrete block foundation. The new foundation will be poured concrete or precast insulated concrete walls but will be faced, above grade, with a split-faced block veneer. Because of a new basement, the addition will include an egress window which will be a casement window with muntin bars to match the double-hung windows in the rest of the house. While the existing house has corrugated metal window wells on the east side, the new window well will match the foundation.

Part of the proposed project will include work on the existing house. Because of the reconfiguration of interior spaces, the existing west-facing kitchen door will be removed and the wall will be infilled at that location. The applicant proposes to replace the existing windows, which are deteriorated, with new metal clad wood windows that match the existing windows. These new windows would also be used in the addition. The applicant proposes to replace the front concrete stoop. Finally, the applicant proposes to remove the existing vinyl siding. At this point, the existing siding would be assessed and replaced if necessary with a cement-board style similar to the original shingle-style asbestos.

### **Guidelines**

The guidelines recommend retaining historic garages and if the garage is insufficient for modern vehicles, efforts should be made to construct a new garage on another portion of the site. Where it is not possible to save an existing garage, the guidelines recommend designing replacement garages to be compatible in design with the primary structure and/or other outbuildings in the neighborhood. New outbuildings should be constructed to the rear of the property and subordinate in size and ornamentation to the primary structure, but should reflect the style of the primary structure. Windows should be relatively small and rectangular.

The guidelines recommend that new additions preserve historic materials and do not diminish the character of the historic structure. The new addition should be distinguished from the existing building by offsetting the walls of the addition from the walls of the original structure. Key horizontal lines should be matched and the palette of materials should be similar to the historic structure. Siding, windows, trim, foundation, and roof should all match the existing. The guidelines also recommend preserving significant historic materials and features of the original structure such as decorative windows and trim. Building additions should be placed at the rear of a property.

### **Analysis**

This project includes multiple elements that have been reviewed according to the guidelines. While the goal of the guidelines would be to retain the existing garage and construct an additional garage on the property, this garage is in a heavily deteriorated condition. Neither of the two walls that are available to assess, east and south, are plumb or straight. Both bow out vertically and horizontally. The siding has dried out so that it has split and the windows are heavily deteriorated. The garage shows evidence of recent structural issues in the form of attempts to brace the walls in several places. The slab has also cracked and sunk in one corner and in most areas, the sill plate has rotted through. Initial discussions included the possibility of relocating the garage

to allow the construction of the addition with a functional yard but staff recommends demolition instead, feeling that the garage may be too deteriorated to move and rehabilitate.

In Staff's opinion, the proposed addition is an acceptable way to increase the interior space on this small house. While the addition is large, it is still subordinate to the existing house, being both shorter and narrower than the existing house. The addition is located on the back, set in from both sides, and the roof ridge line is lower than that on the existing house. Key horizontal lines will be matched, and trim, siding, shingles and windows will all match the existing house. Staff recommends approval of the addition with product information to be approved by staff prior to the issuance of a Certificate of Appropriateness.

For the windows on the existing house, staff also recommends approval of their replacement. The existing windows consist of a typical double hung window with replacement storms that are ill-fitting and non-functional. The sashes include a varying degree of deterioration from broken glass and ropes which could be repaired to rotten corners and missing elements. The window frames present an additional layer of deterioration which leads staff to recommend their replacement. As part of the vinyl siding installation, all sills and trim were covered in aluminum. The sills in particular sound hollow under the aluminum and when one of the aluminum covers were removed, the sill was found to be unsalvageable. The jambs, which unlike the sills, remain un-clad on the interior, still sound curiously hollow. It is suspected that the aluminum cladding on the trim has trapped moisture in the window frame causing deterioration which is visible on the interior in about half of the windows. Given the extent of the deterioration, staff recommends replacement.

For the siding, once the vinyl and underlying insulation is removed, it will be assessed. If it is the original asbestos and is in good enough condition that the owner wants to retain it, they may. The new addition would match it in a cement board that is similar. If it is a lap siding or some other appropriate replacement that is in good condition, staff recommends approving that as well. Again, the addition would match that. If the original siding is missing or in bad condition, or is asbestos that the owner wants to remove, staff recommends replacement with a shingle siding that retains the character of the original asbestos. Cement-board could be acceptable for this replacement.

### ***Recommended Motion***

Move to approve a Certificate of Appropriateness for the project at 1117 Seymour as presented in the application and staff report with the following conditions:

- All door and window products approved by staff.
- Existing siding and trim assessed and removal/replacement approved by staff.





## APPLICATION FOR HISTORIC REVIEW

Application for alterations to the historic landmarks or properties located in a historic district or conservation district pursuant to Iowa City Code Section 14-4C. Guidelines for the Historic Review process, explanation of the process and regulations can be found in the Iowa City Historic Preservation Handbook, which is available in the Neighborhood and Development Services office at City Hall or online at: [www.icgov.org/historicpreservationresources](http://www.icgov.org/historicpreservationresources)

For Staff Use:

Date submitted: 11/8/2019

- ☐ Certificate of No material Effect  
☒ Certificate of Appropriateness  
    ☒ Major Review  
    ☐ Intermediate Review  
    ☐ Minor Review

The HPC does not review applications for compliance with building and zoning codes. Work must comply with all appropriate codes and be reviewed by the building division prior to the issuance of a building permit.

**Meeting Schedule:** The HPC meets the second Thursday of each month. Applications are due in the office of Neighborhood and Development Services by noon on Wednesday three weeks prior to the meeting. See last page of this application for deadlines and meeting dates.

### PROPERTY OWNER/ APPLICANT INFORMATION

(Please check primary contact person)

- ☐ Property Owner Name: Rose Schabilion and Eric Strand  
Email: rose\_schabilion@yahoo.com Phone Number: 319-930-7204  
Address: 1117 Seymour Ave  
City: Iowa City State: IA Zip Code: 52240
- ☒ Contractor/ Consultant Name: Michael Nolan, AIA Horizon Architecture  
Email: michael@horizon-architecture.com Phone Number: 563-506-4965  
Address: 3116 Alpine Court  
City: Iowa City State: IA Zip Code: 52245

### PROPOSED PROJECT INFORMATION

Address: 1117 Seymour Ave  
Use of Property: Residence Date Constructed (if known): 1940

### HISTORIC DESIGNATION

(Maps are located at the following link: [www.icgov.org/historicpreservationresources](http://www.icgov.org/historicpreservationresources))

- ☐ This Property is a local historic landmark.
- OR**
- ☒ This Property is within a historic or conservation district (choose location):
- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Brown St. Historic District             | <input type="checkbox"/> Northside Historic District     | <input type="checkbox"/> College Hill Conservation District           |
| <input type="checkbox"/> College Green Historic District         | <input type="checkbox"/> Summit St. Historic District    | <input type="checkbox"/> Dearborn St. Conservation District           |
| <input type="checkbox"/> East College St. Historic District      | <input type="checkbox"/> Woodlawn Historic District      | <input type="checkbox"/> Goosetown/ Horace Mann Conservation District |
| <input type="checkbox"/> Jefferson St. Historic District         | <input type="checkbox"/> Clark St. Conservation District | <input type="checkbox"/> Governor-Lucas St. Conservation District     |
| <input checked="" type="checkbox"/> Longfellow Historic District |  |   |

Within the district, this Property is Classified as:

- ☒ Contributing    ☐ Noncontributing    ☐ Nonhistoric

## APPLICATION REQUIREMENTS

Choose appropriate project type. In order to ensure application can be processed, please include all listed materials. Applications without necessary materials may be rejected.

- ☒ **Addition** (Typically projects entailing an addition to the building footprint such as a room, porch, deck, etc.)
- ☒ Building Elevations ☒ Floor Plans ☒ Photographs  
☐ Product Information ☒ Site Plans
- ☐ **Alteration** (Typically projects entailing work such as siding and window replacement, skylights, window opening alterations, deck or porch replacement/construction, baluster repair, or similar. If the project is a minor alteration, photographs and drawings to describe the scope of the project are sufficient.)
- ☐ Building Elevations ☐ Product Information ☐ Photographs
- ☐ **Construction** of a new building
- ☐ Building Elevations ☐ Floor Plans ☐ Photographs  
☐ Product Information ☐ Site Plans
- ☒ **Demolition** (Projects entailing the demolition of a primary structure or outbuilding, or any portion of a building, such as porch, chimney, decorative trim, baluster, etc.)
- ☒ Photographs ☒ Evidence of deterioration ☒ Proposal of Future Plans
- ☐ **Repair or Restoration** of an existing structure that will not change its appearance.
- ☐ Photographs ☐ Product Information
- ☐ Other

Please contact the Preservation Specialist at 356-5243 for materials which need to be included with applications

## APPLICATION REQUIREMENTS

### Project Description:

Please see attached plans. Demolish and remove screen porch addition and deteriorated outbuilding. New addition to rear of home with 2 bedrooms and bathroom. New detached garage accessed from alley.

### Materials to be Used:

To be finalized but anticipate using Pella Pro-Line (or similar) aluminum clad wood windows and James Hardie Fiber Cement siding. Asphalt shingles to match existing.

### Exterior Appearance Changes:

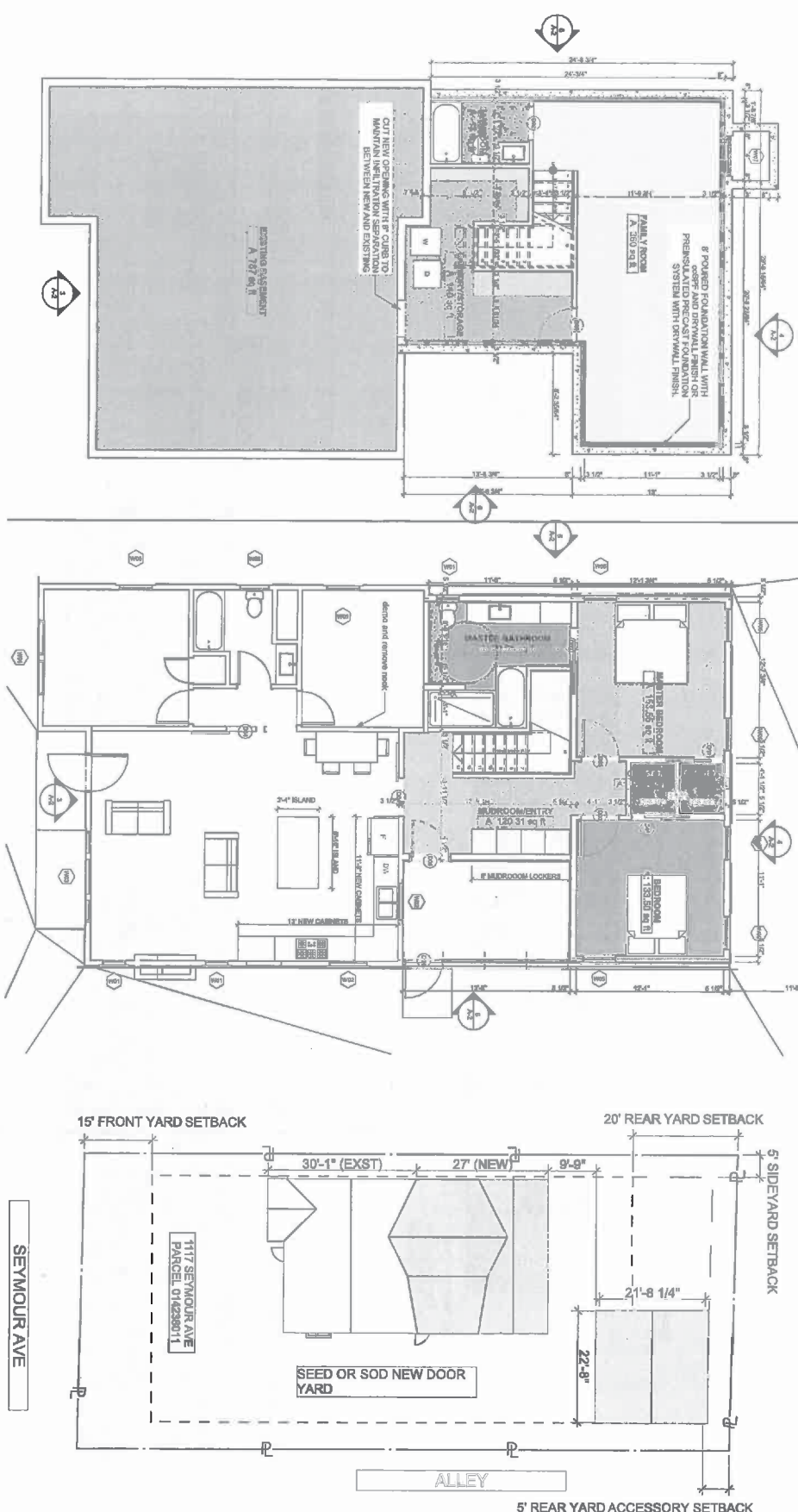
Remove vinyl siding and restore wood siding (if practical) or replace with fiber cement siding. Addition behind and narrower than street facade so no apparent changes in massing from street. Remove deteriorated outbuilding and add new detached garage accessed from alley (siding, windows and shingles to match home).

**To Submit Application:** Download form, Fill it out and email it to [jessica-bristow@iowa-city.org](mailto:jessica-bristow@iowa-city.org) or mail to Historic Preservation, City of Iowa City, 410 E. Washington Street, Iowa City, IA 52240



WINDOW SCHEDULE			
ID	SIZE		TYPE
	WIDTH	HEIGHT	
W01	1'-4"	2'-6"	---
W02	3'	3'	---
W03	1'-6"	8'	---
W04	6'	6'	---
W05	2'-6"	8'	---
W06	2'-6"	3'	---
W07	3'	8'	---

DOOR SCHEDULE				
ID	Quantity	DOOR		NOTES
		MT	GLZ	
D01 2	2	6-6"	6-6"	POCKET DOOR
D02 3	3	6-6"	6-6"	POCKET DOOR
D03 3	3	6-6"	6-6"	BIFFORD DOOR
D04 1	1	6-6"	6-6"	
D05 2	2	6-6"	6-6"	SHOWER GLASS
D06 2	2	6-6"	N/A	RECAITY
D07 2	2	6-6"	6-6"	RECAITY
D08 2	2	6-6"	6-6"	RECAITY
D09 2	2	6-6"	6-6"	RECAITY
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D282 2	2	6-6"	6-6"	RECAITY



**SCHEMATIC DESIGN - NOT FOR CONSTRUCTION**

## ADDITION AND RENOVATIONS FOR ROSE SCHABILION AND ERIC STRAND

1117 SEYMOUR AVE  
IOWA CITY, IA 52245



horizon.  
original.  
architecture.

A-1

## PLANS

SHEET TITLE

PROJECT NO:	#P/In
DATE:	2/5/2011
DRAWN BY:	MSN
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MARK	DATE	DESCRIPTION





A-2

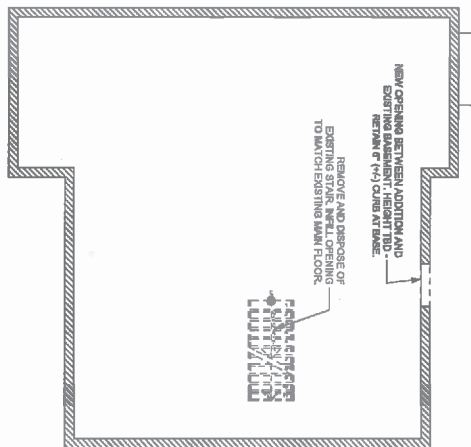
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architecture.

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DRAWN BY: MSN				
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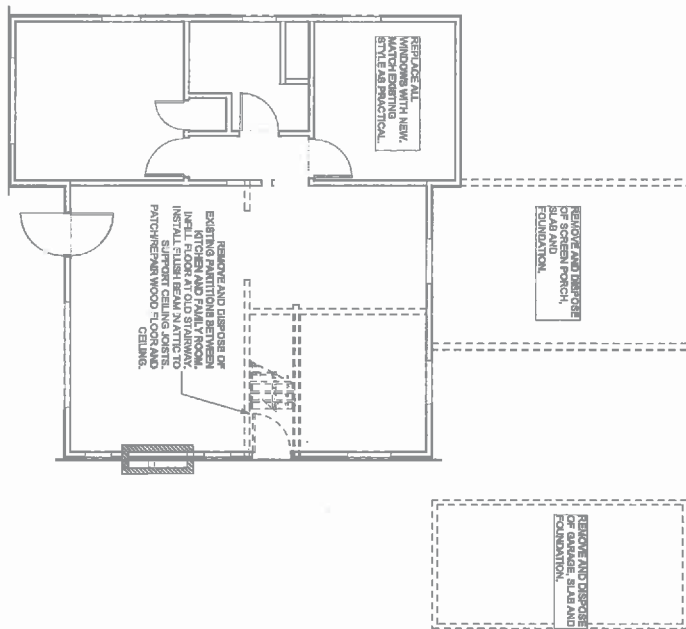
SHEET TITLE  
**ELEVATIONS**

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1 BASEMENT DEMOLITION PLAN  
SCALE: 1/8" = 1'-0"



2 1st FLOOR DEMOLITION PLAN  
SCALE: 1/8" = 1'-0"



SCHEMATIC DESIGN - NOT FOR CONSTRUCTION

D-1	DEMOLITION PLANS	SHEET TITLE	PROJECT NO:	DATE:	2/6/2019	BY:	MM	
			DRAWN BY:	MM	DATE:	2/6/2019	BY:	MM
			CHECKED BY:	MM	DATE:	2/6/2019	BY:	MM
			APPROVED BY:	MM	DATE:	2/6/2019	BY:	MM
			<p><b>ADDITION AND RENOVATIONS FOR ROSE SCHABILLON AND ERIC STRAND</b></p> <p>1117 SEYMOUR AVE IOWA CITY, IA 52245</p>					
			 <p>horizon. original. architecture.</p>					



Garage west elevation from alley



Deteriorated siding detail



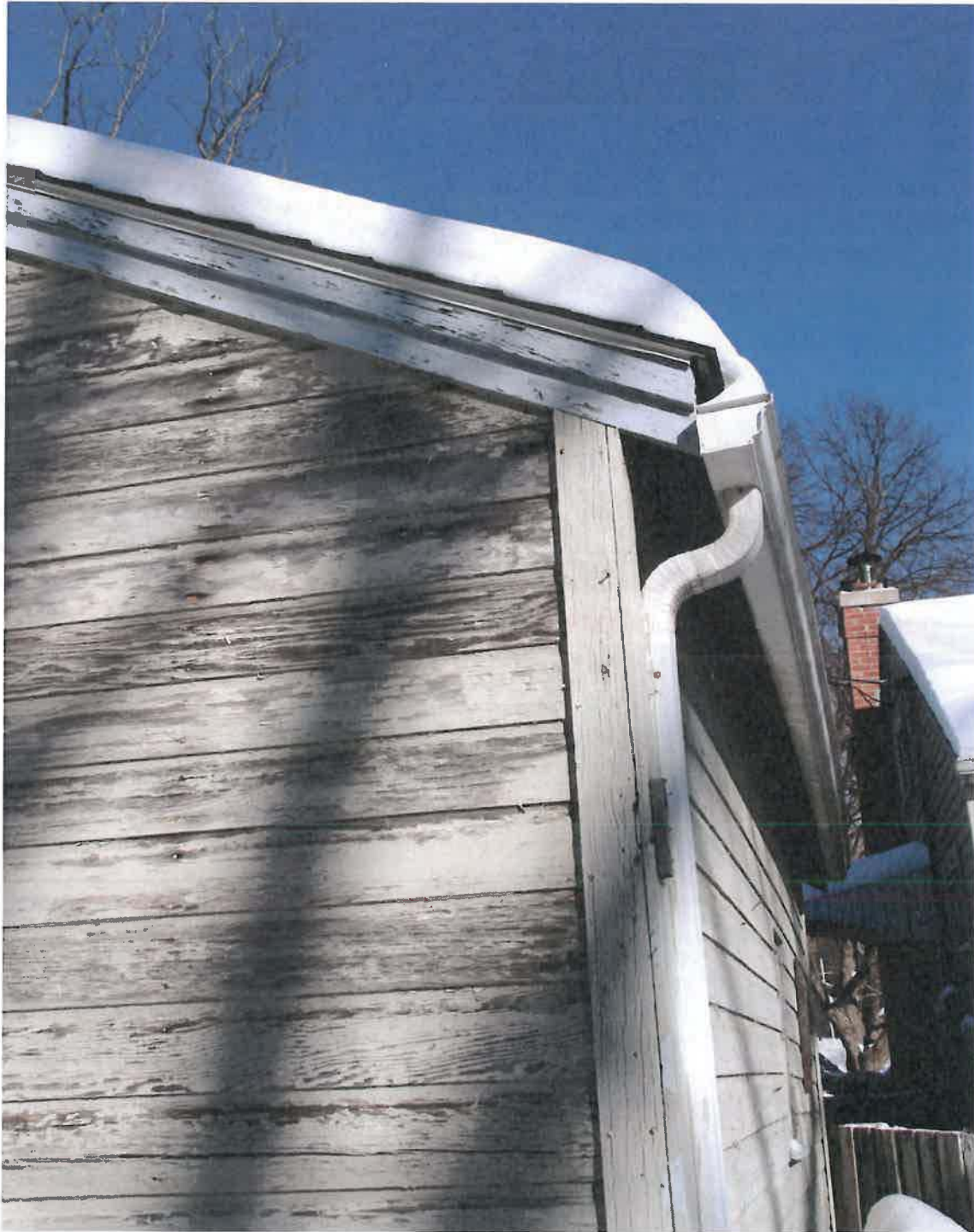


garage window detail and garage sill plate from interior





southeast corner of garage



house seen from alley entrance



garage and house relationship





rear (south) elevation



house east side showing previous foundation repair (buttressing)



trim at front door- only exposed original trim







window condition  
seen from interior  
with exterior  
sill condition  
below

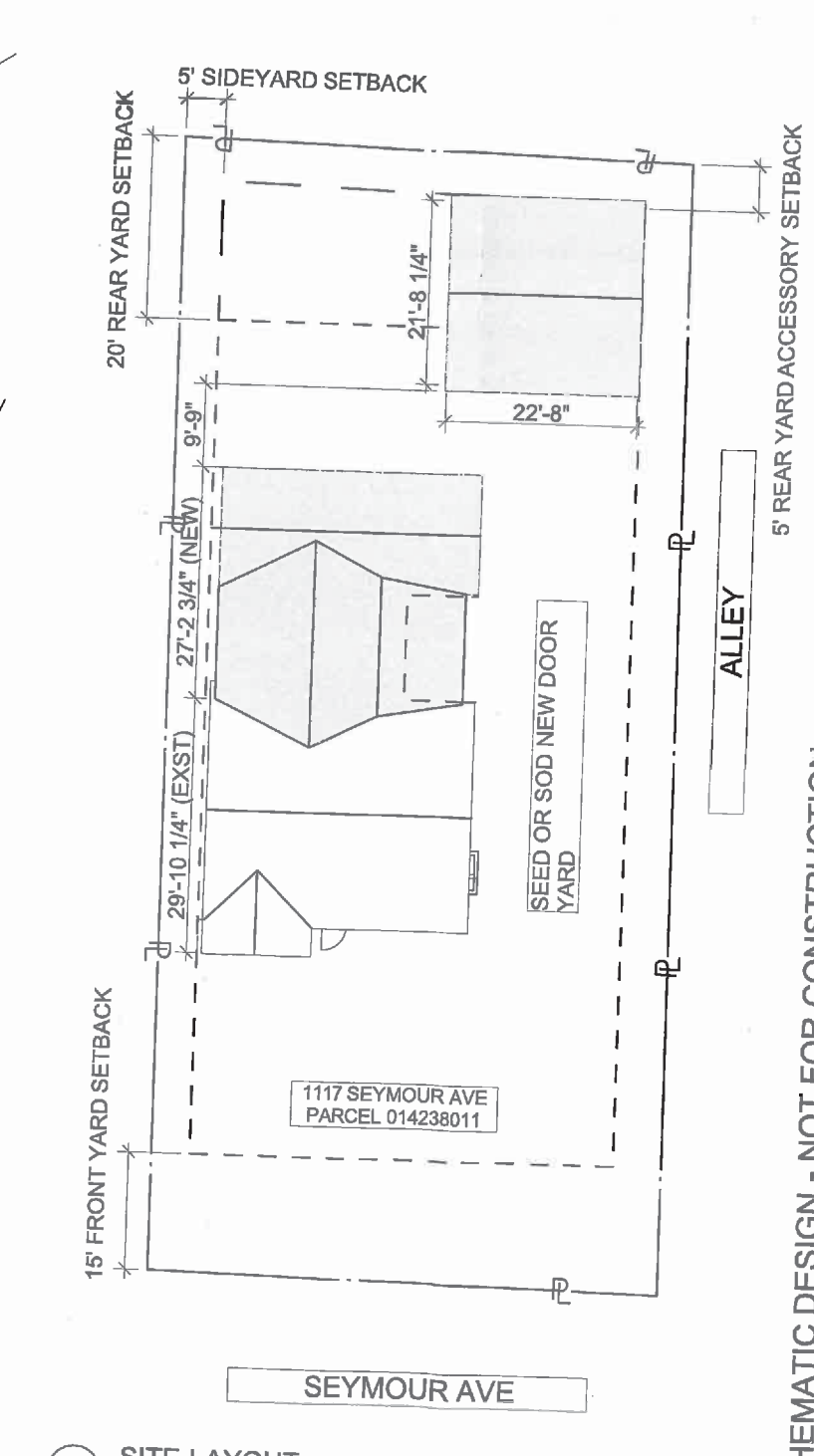
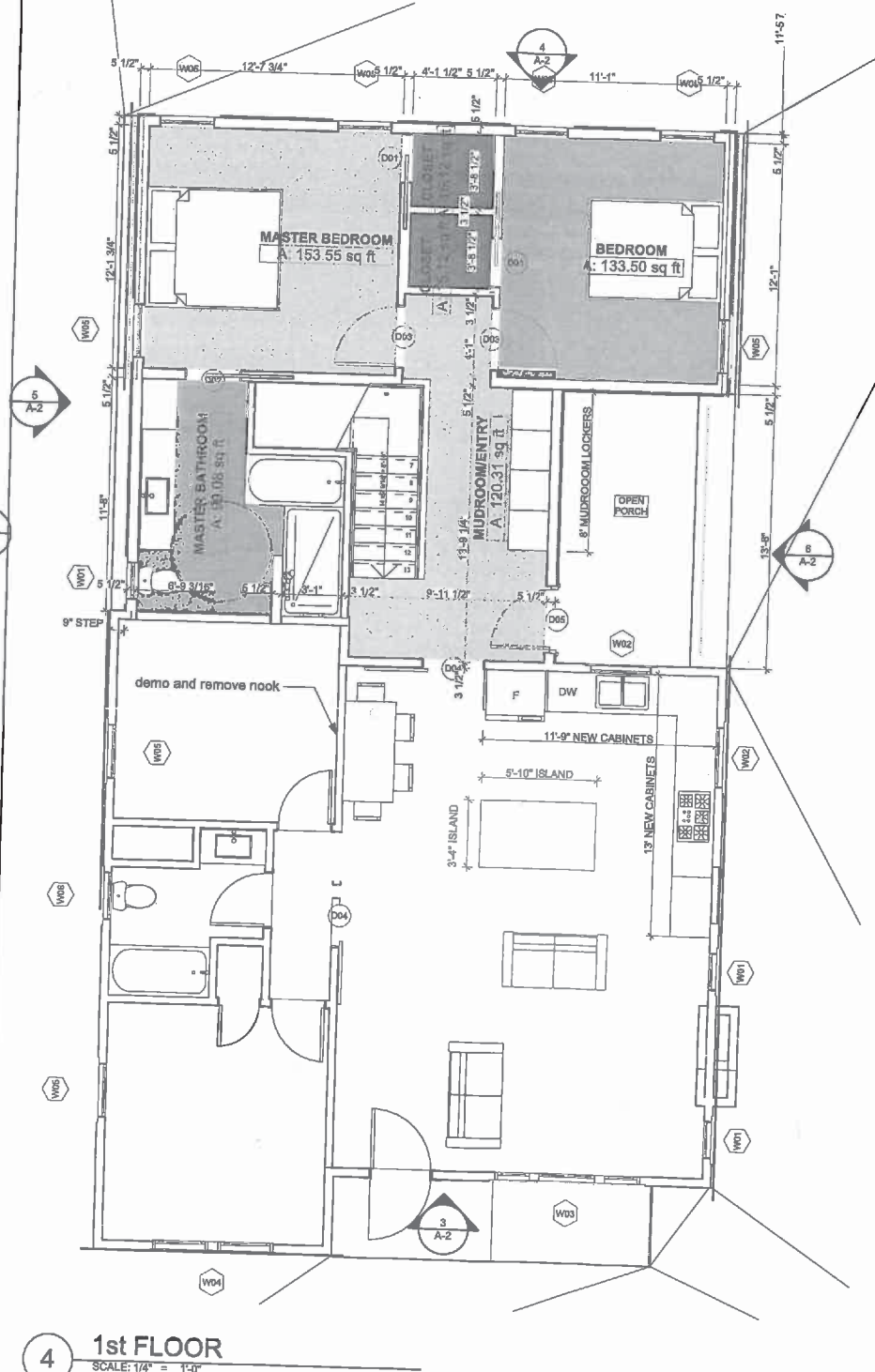
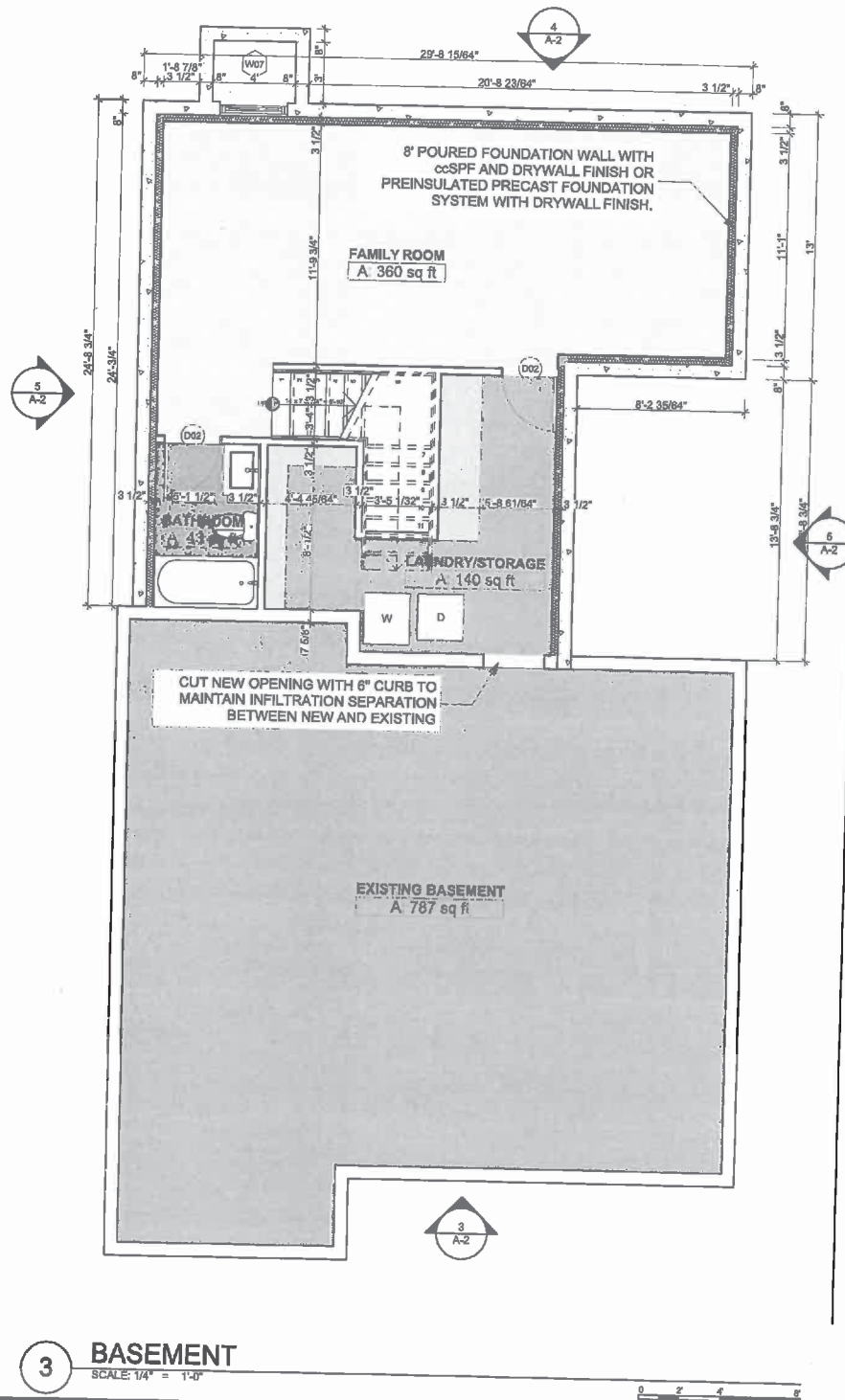


E:\Horizon\Projects\045 Schabillon Strand\Schabillon Strand traveler 20181212.pln

SHEET INDEX	
ID	Name
A-1	PLANS
A-2	ELEVATIONS
D-1	DEMOLITION PLANS

WINDOW SCHEDULE			
ID	SIZE	TYPE	NOTES
WIDTH	HEIGHT		
W01	1'-10"	2'-5"	—
W02	3'	3'	—
W03	7'-4"	5'	—
W04	6'	5'	—
W05	2'-8"	5'	—
W06	2'-4"	3'	—
W07	3'	6'	—

DOOR SCHEDULE					
ID	Quantity	W	HT	GLZ	HW SET
NOTES					
D01	2	2'-4"	6'-5"		
D02	3	2'-6"	6'-5"		
D03	2	3'	6'-5"		
D04	1	3'	6'-5"		
D04	2	3'	6'-5"		
D05	1	3'	6'-5"		
D06	2	3'	6'-5"	FULL	SECURITY
D06	2	3'	6'-5"		SECURITY
GD01	2	6'	7'		



SCHEMATIC DESIGN - NOT FOR CONSTRUCTION

horizon.  
original.  
architecture.

ADDITION AND RENOVATIONS  
FOR ROSE SCHABILLON AND  
ERIC STRAND

1117 SEYMOUR AVE  
IOWA CITY, IA 52245

PROJECT NO:	#Pln
DATE:	2/6/2019
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SHEET TITLE
PLANS
A-1



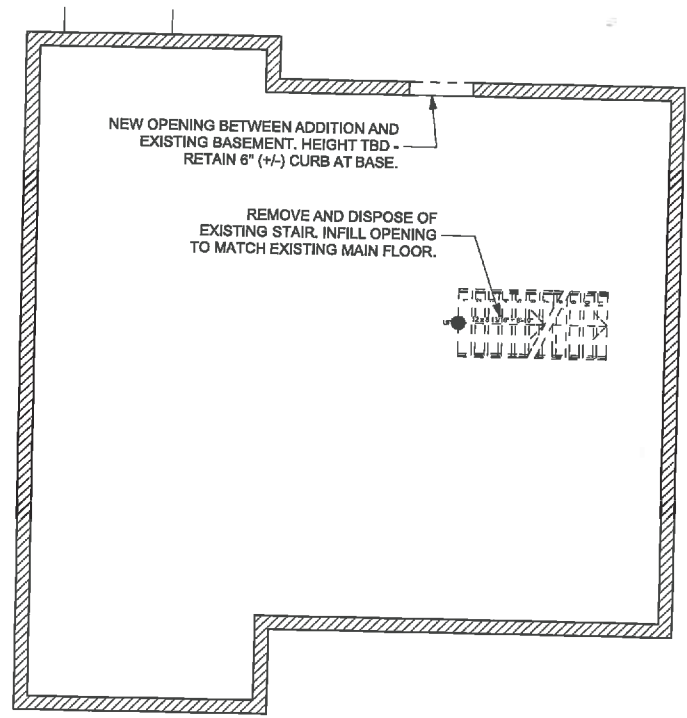


1117 SEYMOUR AVE  
IOWA CITY, IA 52245

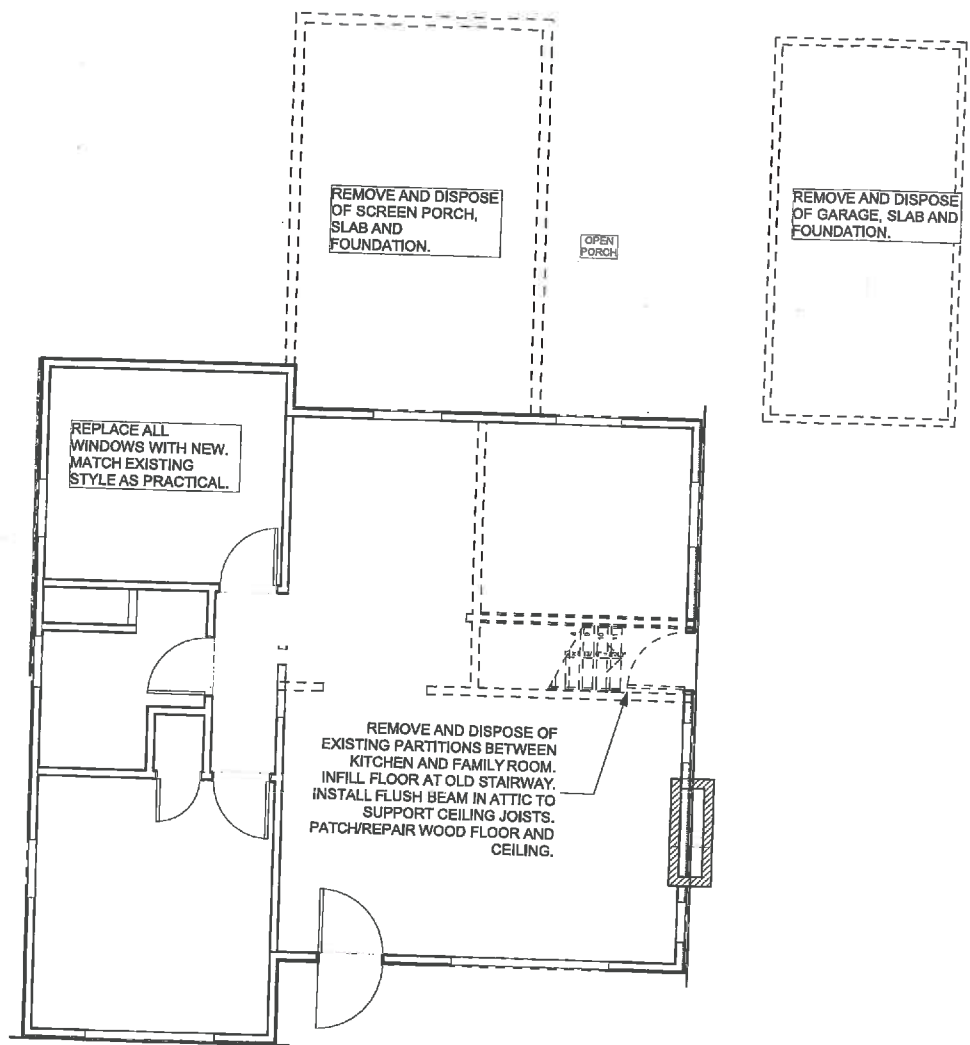
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A-2

SCHEMATIC DESIGN - NOT FOR CONSTRUCTION



1 BASEMENT DEMOLITION PLAN  
SCALE: 1/4" = 1'-0"



2 1st FLOOR DEMOLITION PLAN  
SCALE: 1/4" = 1'-0"

SCHEMATIC DESIGN - NOT FOR CONSTRUCTION

horizon.  
original.  
architecture.

**ADDITION AND RENOVATIONS  
FOR ROSE SCHABILLON AND  
ERIC STRAND**  
1117 SEYMOUR AVE  
IOWA CITY, IA 52245

MARK	DATE	DESCRIPTION

PROJECT NO: #Pln

DATE: 2/6/2019

DRAWN BY: MSN

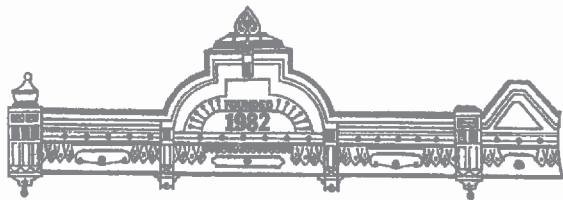
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SHEET TITLE

**DEMOLITION  
PLANS**

**D-1**





Iowa City  
**Historic Preservation Commission**  
City Hall, 410 E Washington Street, Iowa City. IA. 52240

## Memorandum

Date: February 7, 2019  
To: Historic Preservation Commission  
From: Jessica Bristow, Historic Preservation Planner  
Re: Iowa Certified Local Government 2018 Annual Report Draft

A draft of the annual report, due at the State Historic Preservation Office on February 28, 2019, is attached for Commission review. To save paper, the attachments are not included. They would have been included in Commission agendas during the 2018 meeting calendar. The training table and Commissioner information forms are also not attached here.

If Commissioners have corrections or information to add to the report, staff requests that the information is provided at the February 14 Commission meeting or by email to staff by Monday, February 18, 2019 for inclusion in the report.

[For SHPO use only]		
Received _____		
Minimum no. of meetings?	yes	no
Required training?	yes	no
Fully appointed commission?	yes	no
Has the commission been active?	yes	no
Has the commission accomplished at least one project?	yes	no
Comments: _____		
_____		
Approved/CLG in good standing	yes	no
More information requested _____		
_____		
Entered into database _____/_____		

**IOWA CERTIFIED LOCAL GOVERNMENT  
2018 ANNUAL REPORT (January 2018-December 2018)**

NAME OF THE CITY, COUNTY, OR LAND USE DISTRICT: Iowa City

**Section I.  
Locating Historic Properties  
Identification, Evaluation, and Registration Activity**

CLG Standards found in CLG Agreement and National Historic Preservation Act

- ◆ The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, evaluation, and/or registration/nomination projects that your commission completed in 2018. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have these in our files.

(All Iowa City project forms already submitted to SHPO and not attached here)

- **National Register Nomination for 10. S. Gilbert Street, Unitarian Universalist Church** (confirmed National Register listing October 2018. Local landmark designation in 2017)

- **National Register Nomination for 416 Reno Street, Albert J. and Alice E. Borts House** (reviewed Nomination in December, National Register Listing anticipated in 2019)
- **National Register Nomination for 942 Iowa Avenue, Iowa Federation Home** (reviewed Nomination in September, National Register Listing anticipated in 2019)
- **National Register Nomination for 914 S. Dubuque Street, Tate Arms** (reviewed Nomination in September, National Register Listing anticipated in 2019)
- **Survey and Evaluation Update: Iowa City Central Business District** (an update of a 2001 Survey originally compiled in an MPD format as an amendment to the 1994, *Historic Resources of Iowa City, IA*. Reviewed by the Commission and anticipated to result in a National Register Nomination for a Historic District in 2019)

2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2018? Please identify the property (historic name and address) and the action.

See list below. **34 NRHP properties are known to have been altered in 2018, based on project approval by Iowa City Historic Preservation Commission and/or staff.** Most of these properties are located within National Register Historic Districts. The list does not include repair projects that were issued a Certificate of No Material Effect; list does not include interior alterations. The list does not include driveway or garage alterations, demolitions or new construction, even when the garage is historic.

**720 N. Dodge Street:** *new addition*  
**8 Bella Vista Place:** *basement egress window addition, entry canopy alteration*  
**10 S. Gilbert Street:** *stair and elevator addition*  
**203 N. Linn Street:** *intrusive awning removal\*\**  
**708 Grant Street:** *intrusive awning and porch enclosure removal\*\**  
**325 S. Summit Street:** *window opening removal*  
**818 S. Summit Street:** *window size alteration*  
**706 E. College Street:** *chimney reconstruction and basement egress window addition, window removal*  
**314 Summit Street:** *front door and baluster replacement\*\**  
**815 Brown Street:** *metal roof replacement and non-historic chimney demolition\*\**  
**815 Brown Street:** *chimney demolition*  
**725 N. Linn Street:** *rear addition*  
**404 Brown Street:** *rear addition, rear window reconfiguration*  
**528 N. Gilbert Street:** *rear step and soffit reconstruction\**  
**513 S. Summit Street:** *radon system installation\**  
**420 N. Linn Street:** *porch skirting reconstruction\**  
**1118 E. Court Street:** *rear window replacement\**  
**727 N. Lucas Street:** *stoop and stair reconstruction\**

**1206 E. Court Street:** *front step reconstruction, porch enclosure demolition\**  
**821 N. Johnson Street:** *rear entry reconfiguration*  
**1049 Woodlawn Avenue:** *front step and handrail reconstruction\**  
**737 Grant Street:** *rear window replacement\**  
**1154 E. Court Street:** *front step reconstruction and rear sleeping porch conversion*  
**115 S. Dubuque Street:** *new exterior signage*  
**755 Oakland Avenue:** *ramp removal and stoop and stair reconstruction\**  
**900 N. Johnson Street:** *radon system installation\**  
**412 S. Summit Street:** *roof replacement\**  
**727 N. Lucas Street:** *roof replacement\**  
**802 S. Summit Street:** *previous addition demolition and new addition*  
**709 Oakland Avenue:** *front door replacement\**  
**608 Grant Street:** *basement window removal and stair reconstruction*  
**1033 Woodlawn Avenue:** *new handrail side entry\**  
**1120 Sheridan Avenue:** *window alteration*  
**530 S. Summit Street:** *rear breezeway column and frieze reconstruction\**  
**1205 Seymour Avenue:** *front step reconstruction\**

**\*denotes Minor Review**

**\*\*denotes Intermediate Review**

3. In 2018, how many additional properties did your city place on its list **of locally designated** historic landmarks and/or historic districts?

*Most of Iowa's CLGs do not have a local designation program. If you have questions about whether you have a locally designation program or not, please contact Paula Mohr before you complete this section.*

*(As a reminder, **before** your elected officials approve or change local districts or ordinances, you must send a copy to the State Historic Preservation Office for review and comment. Please allow at least 45 days for our review) Please attach a copy of the final designation nomination(s) and ordinance(s).*

**Reviewed by the HPC in December 2017 as a group of seven local landmarks.** Five were successfully designated in 2018. Ordinances and Commission proceedings are attached in the following order:

- **412 N. Dubuque Street,** David Boarts (Sylvanus Johnson) House
- **213 E. Market Street,** Anton Geiger House
- **504 E. Bloomington Street,** George and Helen Hummer House
- **1029 N. Dodge Street,** Parrott House
- **715 Park Road,** Albert Henry Byfield House (NR listed in 2017)

**Date the ordinance(s) reviewed and commented by SHPO**  
**Letter sent to SHPO requesting review December 7, 2017**



4. In 2018, what were the actions to revise, amend, change, or de-list a **locally designated** property? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, city Council, District Court or other governmental agency or official involved with the process. (use additional pages if needed)

- In September 2018, the Commission reviewed and approved an application to demolish the primary structure at 628 S. Lucas Street, a contributing resource in the locally designated Governor-Lucas Street Conservation District. The Commission proceedings are attached. The approval was based on the deteriorated condition of the building and the Commission's ability to approve the replacement structure. No other agencies were involved.

## Section II

### Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
  - ◆ The CLG shall provide for adequate public participation in the local historic preservation programs
4. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2018? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do! (use additional pages if needed)
- a. Historic preservation planning. Examples include the development or revision of a preservation plan, development of a work plan for your commission, etc. (use additional pages if needed)
- The Commission developed a 2018 Work Plan. It is attached
  - Historic Preservation Strategic Planning. For City budget conversations, a strategic planning document was created at the end of 2017. It provides information on work completed and in progress. It is attached.
  - The Survey and Evaluation update of the Central Business District (listed above in section 1) will be utilized to facilitate any future planning for a National Register or Local historic district in the area.
- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. Please be specific (use additional pages if needed)
- The Commission staff provides technical and design assistance to applicants for Historic Review. The applicants are encouraged to meet with the staff

well ahead of time in the project planning process, prior to submitting applications, to discuss their projects. In 2018 we processed 104 applications for review that resulted in either a Certificate of Appropriateness or a Certificate of No Material Effect. This is a 13% increase over 2017's application count which was in turn a 5% increase over 2016's count and a 13.5% increase over 2015's count. In the past 4 years we have seen a 28% increase in historic reviews.

- Staff continued to implement the Preservation Fund which was launched July 1, 2017. The Preservation Fund provides \$5,000 matching grants or loans to property owners for eligible exterior work on historic properties in Historic or Conservation Districts or on Local Landmarks. The budget provides funding for 8 projects per fiscal year. While in 2017 (calendar year) only one project was approved, in 2018 (bridging two fiscal years) 12 projects were approved.
  - Staff and a Commissioner reviewed and evaluated potential sites for the relocation of the historic Sanxay-Gilmore House from its location at 109 Market Street.
  - As part of Section 106 Review, staff and the Commission reviewed a project for replacement antennas on the National Register listed Johnson County Savings Bank 102 S. Clinton Street.
  - As part of Section 106 Review, staff and the Commission reviewed a project for replacement light poles that would include cellular equipment installation in several National Register Historic Districts.
  - Staff works internally as a resource for other City departments on projects that would include historic resources. For instance, staff reviewed new exterior lighting for the National Register listed Old Post Office at 28 S. Linn Street, which serves as the Senior Center. Staff also assisted in locating qualified plaster repair contractors for interior work at this building.
  - Staff and the Commission reviewed a proposed incentive, Transfer of Development Rights, which would have been a benefit for owners of historic buildings. The proposal ultimately was not adopted
- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc. (use additional pages if needed)
- January 2018, Historic Preservation Awards: home owners, contractors, craftspeople, consultants, as well as members of the community were honored for their historically appropriate work on nineteen historic properties in the 36th annual event celebrating historic preservation.
  - January 18, 2018 Commission Chair and a former Commission Chair held a public education session for the Newcomers Group of the University Women's Club. The session discussed how preservation began in Iowa City and included the talk, *Interesting Women and Well-Preserved Houses*.

- February 2018 staff participated with Friends of Historic Preservation in the Iowa City Archives Crawl sponsored by the Iowa City Public Library which presented information about local resources and archival items at the library. Local historical groups also shared insights into collecting and preserving history.
  - March 20, 2018 staff was interviewed by City Channel 4 for a short segment on Historic Preservation projects and funding
  - October 22, 2018 the Commission hosted a public presentation in the Senate Chamber of the Old Capitol building where consultant Alexa McDowell of AKAY Consulting presented the findings and recommendations from her 2018 Survey and Evaluation Update: Iowa City Central Business District. The next morning, she made the same presentation to the City Council at a work session.
  - December 19, 2018 staff and one Commissioner were part of a panel who recorded a podcast through City Channel 4 discussing historic preservation in Iowa City.
  - Historic Preservation Commission Facebook Page: Staff maintains a Facebook page for community education and outreach.
  - City Staff developed a specific project page on the City Website for the Downtown District Survey
5. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions. *(As a reminder, before your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for comment. Please allow at least 45 days for our review.)*
- None in 2018**
6. If new or revised design standards and/or guidelines were developed and adopted during 2018, please attach a copy.

**Guidelines were amended so that 5 project types were approved for a staff-level Minor review instead of requiring full Commission Review.** All were actions that do not qualify for a Certificate of No Material Effect. The five projects or actions are:

- Specific types of roofing replacement
- New driveways and curb cuts meeting specific requirements
- Specific types of door replacement
- Synthetic siding removal
- Window and door changes to the rear of a property that meet specific requirements.

Certificates of Appropriateness defining the specific requirements are attached.



8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? (use additional pages if needed)

- The Historic Preservation Fund (a grant and no-interest loan program) has allowed and will continue to allow property owners to take the extra steps they might not otherwise take when rehabilitating the exterior of their properties. It has been beneficial in the effort to prevent the loss of historic materials.
- Staff was granted a temporary addition of 10 hours per week of staff time for the first ten months of 2018 because of other staffing shortages that reduced the assistance available from the Senior Planner who regularly assisted. This additional time allowed staff to act as dedicated contact on historic preservation for the community and other staff. It also helped us to maintain good customer service through additional assistance to applicants and maintaining a quick response time even though we have seen an increase in reviews. This time was instrumental in staff's ability to maintain progress on our many ongoing grant projects. It also allowed staff to be able to take on the additional projects that regularly arise from other staff or the community.
- Staff and the Commission have been working on efforts to save the Sanxay-Gilmore House at 109 Market Street from demolition and was successful in acquiring a grant to hire a consultant to evaluate a potential relocation.
- Staff has been working to implement the three CLG grants that were approved for 2018.
- While the Commission had started the process for a local historic District designation in the vicinity of our historic passenger train depot, it was withdrawn prior to proceeding to City Council. Several property owners had questioned the district boundaries and the decision was made to proceed with the National Register Historic District first (for which we received a CLG grant) so that a formal opinion would be available in regard to the district boundaries.
- Staff and the Commission lost several long-time members this year. Four Commissioners retired because of term-limits and the Commission lost 53 years of combined institutional memory. The Senior Planner who had helped staff on a regular basis (at least 10 hours per week) and had acted as the main point of contact for historic preservation, retired. During his 28 years at the City he had worked through the development of many of Iowa City's Historic Districts and local ordinances and regulations. This loss of institutional memory has been difficult to overcome.
- Once staff time returned to the budgeted half-time appointment in November 2018, a loss in response time and the ability to meet deadlines occurred. Continued increases in reviews coupled with on-going and future projects at this staffing level will put a strain on the ability to continue with the successes we have seen over the past four years.

9. Does your commission have a website and if so, what is the address?

<https://www.icgov.org/city-government/departments-and-divisions/historic-preservation>

<https://www.icgov.org/project/downtown-historic-survey>

<https://www.icgov.org/historicpreservationresources>

<https://www.facebook.com/IowaCityHPC/>

### Section III

#### Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- Commission members will participate in state-sponsored or state-approved historic preservation training activities.

10. List dates of meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled).

- January 11, 2018
- February 8, 2018
- March 8, 2018
- April 12, 2018
- May 10, 2018
- June 14, 2018
- July 12, 2018
- August 9, 2018
- August 23, 2018
- September 13, 2018
- October 11, 2018
- November 8, 2018
- December 13, 2018

11. We recommend that each commission have a budget with a minimum of \$750 to pay for training and other commission expenses. In 2018, what was the dollar amount for the historic preservation commission's annual budget?

**Commission staff enjoyed a temporary increase of 10 hours per week from November 15, 2017 to November 1, 2018. Because this time was temporary and not budgeted, it is not included in this amount. The budget utilized for 2018 included \$42,000 for staff**

salary and benefits and \$40,000 for the new Preservation Fund Program. \$1,000 is typically budgeted for training. In 2018 \$1,920 was utilized for Staff and Commissioner training because of the increased cost of the yearly preservation conference.

12. Where are your official CLG files located?

**Neighborhood Development Services Department of City Hall**

13. Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Please attach your work plan to your annual report.

14. Please update the attached CLG Personnel Information Table (this must be completed).

15. Please attach biographical sketches for commissioners who were newly appointed in 2018 or 2019. Please be sure newly appointed commissioners sign and date their statement.

16. Please complete the 2018 Commission Training Table.

PLEASE SIGN and DATE

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***Signature of person who completed this report***

***Date***

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***Signature of Mayor or Chairman of the Board of Supervisors***

***Date***

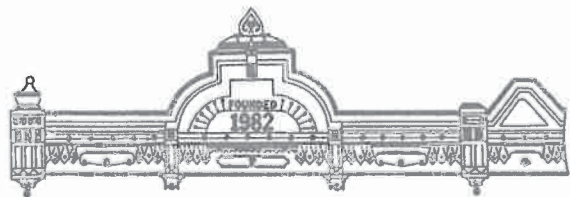
Please retain a copy for your official CLG file and send a PDF of the signed document to [paula.mohr@iowa.gov](mailto:paula.mohr@iowa.gov). OR you can mail a hard copy with original signatures to the address below. The deadline is February 28, 2019.

Paula A. Mohr  
State Historical Society of Iowa  
600 East Locust St,  
Des Moines IA 50319-0290  
[Paula.mohr@iowa.gov](mailto:Paula.mohr@iowa.gov)

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!





Iowa City  
**Historic Preservation Commission**  
City Hall, 410 E Washington Street, Iowa City, IA. 52240

## Memorandum

Date: February 6, 2019  
To: Historic Preservation Commission  
From: Jessica Bristow, Historic Preservation Planner  
Re: 2019 Historic Preservation Commission Work Plan

At the February 14 meeting, we will discuss the Commission's work plan for 2019 and beyond. The Commission's 2018 work plan is attached. In addition, a strategic planning document created in November 2017 is attached for further reference. Staff will report on the progress of these issues during the meeting and the Commission will create a new work plan that will be shared with the City Manager and City Council.

You may also want to refer to the Executive Summary or the Historic Preservation Plan or the complete preservation plan for details regarding the goals and objectives of the Commission. Commissioners should use the preservation plan to formulate a work plan for the year.

# IOWA CITY HISTORIC PRESERVATION COMMISSION

## Annual Planning Session Report

### Priority Issues for 2018

The Iowa City Historic Preservation Commission held its annual planning session on Thursday, February 8, 2018, as part of its regular monthly meeting, at 5:30 p.m. in Emma Harvat Hall. At this time, the Commission discussed and prioritized its activities and projects for the 2018 calendar year. Each year the Commission holds a planning session to review its progress in implementing the goals and objectives of the Historic Preservation Plan, and to set objectives for the upcoming year. This report details the results of that planning session, and is intended to serve as a guide for the Commission's activities for the upcoming calendar year.

#### **Key Projects:**

The Commission felt it was important to focus its efforts on current active projects for the upcoming year. These key projects include elements of many of the Goals outlined in Iowa City's Historic Preservation Plan.

**Local Landmark Designations:** Originally added to the work plan during the 2015 calendar year, the Commission determined that the proactive effort to identify and nominate potential landmark properties is a critical project for continuation. Properties have been identified and researched by staff and a Commission Sub-committee. In 2017, a selection of 6 brick structures that represent selections of city history began the local landmark process. A National Register listed property was included in the group. In March the properties will be presented to the Planning and Zoning Commission. They will come before City Council after that. Once completed the Commission will likely begin the process for more properties.

**Civil Rights Grant Implementation:** In late 2016, the City was successful in a grant request for the National Register Nomination, signage, and educational materials for the Tate Arms on Dubuque Street and Iowa Federation Home on Iowa Avenue. A committee including individuals in both the Preservation and African American communities has begun to discuss educational materials for those properties. The Office of the State Archeologist is preparing the National Register Nomination.

**Downtown District Survey Implementation:** At the request of City Council, an updated downtown survey is underway and will be completed by June 1, 2018. The Commission is working with Alexa McDowell of Akay Consulting to review and update the 2001 survey to identify properties and/or areas of downtown that are eligible for listing in the National Register of Historic Places. Upon receipt of the results and recommendations generated from this survey, the Commission will have to re-evaluate its work plan to see how downtown preservation initiatives should be prioritized.

#### **Other Current Issues:**

**HRDP Cabin Grant Implementation:** In June 2016, the City was successful in a grant request to rehabilitate the roof structures of the City Park Cabins. Staff will continue to work with the Parks and Recreation Department as they implement the grant. The entire cabin rehabilitation project, including roof rehabilitation, is set to be complete by October 1, 2018.

**Historic Preservation Fund rollout:** Staff and the Commission had a soft rollout of the new Historic Preservation Fund. A press release will soon be sent out to increase public knowledge of the program.

**Certified Local Government (CLG) Grants:** In September 2017 the Commission was successful in three grant requests. Staff will create a Request for Proposal for each project. Consultants will then be hired. The grants include a preservation plan for the Summit Street Monument, National Register Nomination for the proposed

Clinton Street and Railroad Historic District, and an intensive-level survey of the property at 2040 Waterfront Drive.

**Efforts to preserve the Sanxay-Gilmore House and the Park House Hotel/ St. Agatha's historic courtyard:** The Chair of the Commission will continue to work on efforts to save the house from demolition while maintaining the Park House Hotel/St. Agatha's historic courtyard.

**Walking and Biking Tour Maps:** In the past, the Commission had developed walking-tour maps of historic districts and landmark properties. The Commission will update them with volunteer help so that they may be included for RAGBRAI celebrations if needed and for public use.

**Commission Members:** In July 2018, the Commission will lose four of its longest-serving Commissioners. In order to meet the Certified Local Government conditions, the Commission will make an effort to recruit applicants that meet several of the professional areas required by the State.

#### **Other Issues for Future Consideration beyond 2018:**

**Preservation Conference:** The Commission will work toward preparing for the possibility of hosting the Annual Iowa Preservation Summit in 2021. Working with Economic Development and the Chamber of Commerce the Commission will apply for a Certified Local Government Grant in 2019 to host the Summit.

**Education/Outreach:** This includes efforts to organize special events and assist in the planning for the annual awards program in January. Many of the maps, brochures and other publications produced by the Commission in the past are in need of an update for web-based distribution.

**Digital Library:** The City has valuable resources and information on historic properties in several different formats. Currently the ability for the public to access this information is dependent upon the format of the information. Digitizing hardcopy information and combining it in with existing digital information in a searchable online database would make this information about city history more available for property owners and researchers.

**Design Guideline Update:** The current Historic Preservation Handbook, adopted in September 2010 and revised from the original adoption in June 2000, will need to be revised to include the current updated maps of all districts, revised lists of local and National Register landmarks, and updated guidelines. While it does not appear that major changes will be necessary, the update will ensure consistency.

**Tax Abatement:** The Commission and other local preservation groups may consider working with the county to develop and implement a state-mandated property tax abatement program.

**Additional Survey and Evaluation Work:** Additional survey areas for the Commission to consider in future years include Kirkwood Avenue and the Lucas Farms Neighborhood.

#### **Other Items:**

- Continue annual reminder letter to Historic and Conservation District and Landmark property owners and possibly develop this into a friendly brochure.
- Continue to update the Iowa City Historic Preservation Facebook Page.
- Continue to work with other Iowa City and Johnson County preservation organizations.

February 2018



# Strategic Plan: Historic Preservation

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## Top 3-5 accomplishments over the past two years

- Successful Grant Applications
  - HRDP Grant for Cabins- Summer 2016
  - National Park Service Civil Grant for Tate Arms and Iowa Federation Home
  - National Trust Grant toward the budget of the Downtown survey
- Implementation of the Historic Preservation Fund
- Greater Commission social Media Presence- Facebook page
- Successful preservation of historic properties such as the Unitarian-Universalist Church
- Disseminated information about State and Federal Tax Credits. Several owners are seeking them based on our recommendation
  - 917 Bowery Street
  - 304 Summit Street
  - 623 College Street
  - 317 Fairchild Street
  - 706 College Street
  - 120 Fairchild Street
  - 414 Brown Street

## All in progress items for the upcoming two years

- Completion of Clinton Street and Railroad Historic District
- Completion of seven individual local landmarks
- Completion of the Downtown District Survey Evaluation and the formation of any Historic District found
- Implementation of any CLG grants received of the three submitted (will know in December)
- 2020 Preservation Summit in Iowa City
  - CLG Grant Application due September 1, 2018
  - Organization of the local component of the Preservation Summit
- Update of the Iowa City Preservation Handbook
  - Review needs for individual guideline changes, all windows, doors, roofs, etc
  - Review property contribution status for accuracy

## 3-5 highest priorities for upcoming two years

- 2020 Preservation Summit in Iowa City of Iowa City
- Update of the Iowa City Preservation Handbook
- Local landmarks for the remaining properties in the Commission's work plan
  - Northside District expansion
  - Foxhead District

# Strategic Plan: Historic Preservation

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- 8 additional individual landmarks
- Formation of a Kirkwood Avenue Historic District

## 1-2 top focus areas for Management team for next two years

- Staffing to be able to pursue the Commission's long term planning goals in addition to the review of applications (which consume most of the staff time currently)
- Public education and outreach

## 3-5 biggest challenges for next two years

- 4 longtime Commissioners including Chair, Vice Chair and Contractor Representative will be leaving the Commission. As new leaders emerge there will be a steep learning curve
- Getting our local State and Federal tax credit projects to finish
  - This is up to the owner but can we help in a way that would get them closer to the finish line
  - We have had fewer state and federal tax credit projects than many communities our size
  - Could we help write architectural descriptions and draw sketch plans to help owners without these skills and have the staff time to do so?
- Guidelines need to be updated
- Extremely limited digital presence increases the need for staff to provide information
  - Continuing to educate the public on the guidelines and benefits of preservation
  - Providing information needed for researchers and for tax credits

## 3-5 biggest opportunities for next two years

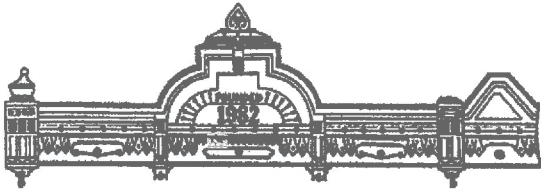
- 2020 Preservation Summit in Iowa City of Iowa City
  - Apply for a CLG grant in 2018 to pay for elements
  - Will bring in about 300 preservationists from across the Midwest to see our preservation efforts
  - Many educational sessions
  - Opportunities for tours and workshops related to our Community
- Formation of a Kirkwood Avenue Historic District
- HRDP grant application to digitize and disseminate HPC collection
  - All historic analysis
  - Photography
  - Online database
  - Grant implementation
  - Increase digital presence
- Utilizing the Preservation Fund widely in the Community

# Strategic Plan: Historic Preservation

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- Improving the condition of our historic properties
- Improving our relationship with property owners in the community
- Initial evaluation of our Mid-Century Modern Housing Stock and plan for preservation





Iowa City  
**Historic Preservation Commission**  
City Hall, 410 E Washington Street, Iowa City, IA. 52240

## Memorandum

Date: January 30, 2019  
To: Geoff Fruin, City Manager  
From: Jessica Bristow, Historic Preservation Planner  
Re: Downtown District Survey Recommendations

Attachments are not included.  
Attachment 1 and 2 are in the  
December 13, 2018 HPC  
Agenda Packet.  
Attachment 3 is in the January  
10, 2018 HPC Agenda Packet.

### Introduction:

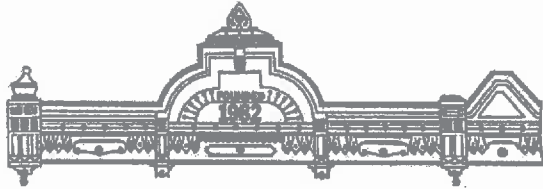
Following the completion of the 2018 *Survey and Evaluation Update: Iowa City Central Business District*, by Alexa McDowell of AKAY Consulting, the Historic Preservation Commission (HPC) hosted a public presentation of the results on October 22, 2018 followed by a presentation to City Council at a work session on October 23, 2018. During the work session, Council directed HPC to review the recommendations included in the report portion of the Survey and to provide information on the process for implementing each one with recommendations on proceeding.

### Background:

During the December 13, 2018 HPC Meeting the recommendations from the survey were presented and discussed in preparation for making a recommendation to City Council to proceed. The memorandum to HPC that guided the discussion is attached [Attachment 1]. In addition to the memo, the Commission Chair had also submitted a letter to HPC with the goal of including his opinions so that he could focus on facilitating the discussion during the meeting [Attachment 2]. The discussion began with a staff presentation outlining in a brief overview each of the recommendations individually. This presentation was followed by public comments and then HPC discussion of the recommendations as a group. The minutes from the meeting are included [Attachment 3].

**Public Discussion:** Two members of the public commented and added to the discussion of the recommendations. Ginalie Swaim spoke representing Friends of Historic Preservation (FHP) as a new board member. She noted that urban renewal is a large part of Iowa City History and thought the larger district boundary area was appropriate and a "wise and respectful way to look at the history of the community" and that the Commission should begin this process. She discussed the importance of the historic character of downtown and stressed that the "Downtown District is Iowa City's largest cultural asset in built form." She emphasized the importance of education, outreach, and the dissemination of information by digitizing historic resources, all recommendations included in the report. She stated that FHP will help with education as is possible. She also supported several other elements discussed in the presentation: finding time and money for staff to be able to implement recommendations, Kevin Boyd's idea of creating a working group, and the designation of a local district when that eventually moves forward. She concluded by pointing out that while a residential district is mostly the concern of owners and residents, the downtown is also about the users. She and FHP support nomination of a National Register Historic District and then designation of a local district.

Nancy Bird, Executive Director of the Iowa City Downtown District (ICDD) spoke next. She said that the National Register District sounds like a really good idea but is also very complex and requires significant educational outreach. She said the ICDD would be a partner in that process. She cautioned about moving too quickly on the local district designation because it may discourage some people. Bird was supportive of a steering committee to consider the local ordinance issue because, similar to



Iowa City  
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involving additional City staff time, it also involved more staff time for each property owner. In her discussion, preservation did not seem to be the crux of the issue, it was more about time-commitment and resources for property and business owners. Bird also stressed that the ICDD had completed an involved process to develop their *2015 Iowa City Downtown District Storefront and Signage Guidelines* and felt that this would be a good starting point for the development of district review guidelines. Bird concluded by stating that the National Register is a great first step but that communication with property owners about their issues and building maintenance will be a very important part of the process.

**Commission Discussion:**

Following a brief discussion of the timeline for a National Register District Nomination and local designation processes, a consensus was noted for pursuing a National Register District with the urban renewal period included. While one commissioner proposed adding the qualification that a local district would not be discussed until the National Register District was completed, others felt that was too restrictive. The Chair felt that the proposed steering committee could ensure that the appropriate communication could occur prior to the committee recommending the commencement of a local district. He also felt that the steering committee could work to develop a plan moving forward to investigate financial and non-financial incentives. The importance of developing incentives was echoed by other commissioners. The Chair also called for the recommendation on digitizing resources to be added to a future agenda for investigation and discussion. The final approved Motion (9-0, Kuenzli absent) is as follows

The Historic Preservation Commission recommends the City Council direct staff to immediately pursue a National Register nomination, which will include public outreach, a formal opinion from the State Historic Preservation Office, and hiring a consultant to begin the National Register Nomination.

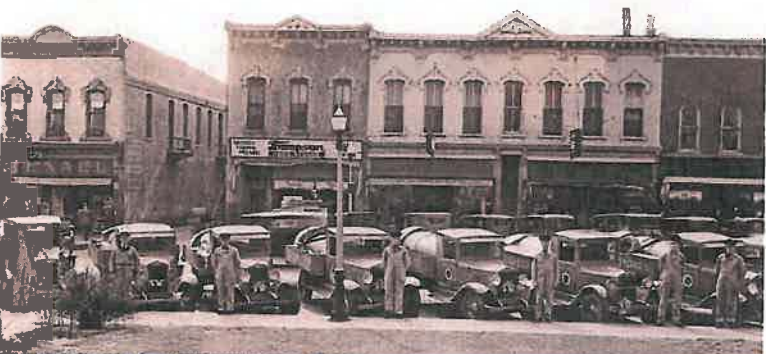
**Implementation:**

Staff has already sought a formal opinion from the state on the inclusion of urban renewal in the National Register District boundary. That opinion should be available in early February. A National Register Nomination process will need to meet several key deadlines with the State Historic Preservation Office (SHPO). At this point, it is unknown if a consultant would be able to meet the first deadline of April 1, 2019. If this is possible, the district could be through the state process by mid-October 2019 and a final designation from the National Park Service could be available in December 2019. If this first deadline is not met the next deadline could result in a designation in May 2020. The Commission and the Downtown District appear to be prepared to form a steering committee and begin conversations immediately which could coincide with the hiring of a consultant and the beginning of the Nomination Forms. As the Nomination proceeds through the process, the steering committee could look at other recommendations and facilitate education and communication with owners and the public. A potential local district could be developed based on these discussions and the early feedback from SHPO on the Nomination during their reviews.

**Staff Recommendation:**

Staff recommends pursuing a formal estimate from Alexa McDowell of AKAY Consulting for the preparation of the National Register Nomination Forms. Initial estimates in the \$12,000 to \$15,000 range and could be refined following the receipt of a formal opinion on the urban renewal context in the next 10 days. If the estimate is as expected it is recommended to implement a consultant contract and develop the steering committee to proceed immediately, determining the timing and specifics of a local district at a later date.





# PRESERVE IOWA SUMMIT

Reinvention through Rehabilitation  
Newton | June 6-8

# 2019

# PRESERVE IOWA SUMMIT

Reinvention through Rehabilitation  
Newton | June 6-8

# 2019

The Preserve Iowa Summit is the state's premier conference for professionals and volunteers involved in historic preservation. You will have opportunities to learn about a broad range of preservation topics from historic tax credits to archaeology and more! Saturday will be devoted to sessions of particular interest to those working in historical societies and local history museums.

The theme of this year's conference, *Reinvention through Rehabilitation*, draws on Newton's recent revitalization success where historic preservation was a key part of the city's economic development strategy.

Other highlights include the "Preservation Projects of Merit" and Preservation Iowa's "Preservation at Its Best" awards ceremony, an exhibit hall and plenty of networking opportunities.

## Who should attend?

- Historic property owners
- Members of historic preservation commissions
- Historic preservation, planning, interior design and architecture students
- Main Street staff and board members
- Preservation professionals, consultants and enthusiasts
- Developers
- Planning professionals
- Local government officials
- Community leaders and civic organizations
- Architects (Please watch the website for updates about Continuing Education System credits)
- Citizens interested in their community's quality of life

*The Summit is a coordinated effort of the Iowa Department of Cultural Affairs' State Historic Preservation Office, City of Newton, Newton Historic Preservation Commission and Preservation Iowa. It is funded in part with Federal funds from the National Park Service, U. S. Department of the Interior.*



[preserveiowasummit.org](http://preserveiowasummit.org)



MINUTES  
HISTORIC PRESERVATION COMMISSION  
EMMA J. HARVAT HALL  
January 10, 2019

PRELIMINARY

MEMBERS PRESENT: Kevin Boyd, Zach Builta, Helen Burford, Sharon DeGraw, G. T. Karr, Cecile Kuenzli, Quentin Pitzen

MEMBERS ABSENT: Thomas Agran, Gosia Clore, Lee Shope

STAFF PRESENT: Jessica Bristow

OTHERS PRESENT: None

RECOMMENDATIONS TO COUNCIL: (become effective only after separate Council action)

CALL TO ORDER: Chairperson Boyd called the meeting to order at 5:30 p.m.

PUBLIC DISCUSSION OF ANYTHING NOT ON THE AGENDA:

There was none.

CERTIFICATE OF APPROPRIATENESS – CONSENT AGENDA:

803 Church Street – Goosetown/Horace Mann Conservation District (porch reconstruction).

Bristow explained this property is near Ace Hardware and was built originally as a two-story gable. She said the side addition was added later and there was a whole back addition with a two-car garage underneath. The front porch will be replaced with this project.

Bristow shared slides showing fish scale shingles in the gables and vinyl siding and soffits on the porch. She said the porch has its original roof structure but everything else below has been replaced. The roof has been failing. Because of this and failures in the newer parts of the porch, and the fact that it is an enclosed porch, which is discouraged in an historic district, staff recommends demolition of the existing porch.

Bristow showed a 1926 view obtained from Sanborn fire insurance maps that shows the first section of the house, the one and one-half story gable to the side with two porches. She said the porch being discussed faces Church Street.

Bristow said Staff had to look at some of the houses in the neighborhood to come up with a replacement plan. She showed porch examples to help explain the proposal. She said the owner proposed a solid railing because she has had an enclosed porch for the entire 30 or 40 years that she has lived there so she does not want an exposed front porch. It will be a little porch in the corner of the L of the house.

Bristow shared one example with a very ornamental and spindled porch, believed to be more accurate to the original on this house. She said because the porch is being replaced completely, not retaining anything original, this kind of ornament would not be used, but it shows the roof line and how it fits with the house. It is a pretty flat roof that comes into the corner of the meeting of the two gables. There would be a pilaster engaged column back against the wall that supports the back of the porch and a few columns out along the front.

Bristow said this project would have a more simple, basic column. It would fit in the corner of the L and extend the same depth as the current porch since we know that roof structure is original on the porch. She said the overhang is known and there would be a pilaster or engaged post at the side wall and one at the outer corner and, just to keep it simple, there would be only one column in the span.

Bristow displayed slides of the porch now and what it could look like. She said Staff looked at reference materials for simple ways to replace some of these porch elements. She displayed a drawing with a simple, 6 x 6 column that a contractor could make and it would look appropriate with the house.

Bristow said the project would remove the existing porch, which probably has an original roof that is heavily deteriorated, but nothing else that's original. She said the porch would be rebuilt completely with a new roof with external gutters instead of an internal gutter, and new floor structure, new columns, and a solid baluster. The owner is being encouraged to leave the exposed lap siding that is in there already without trying to cover it. Bristow thought the owner's goal down the road would be to remove the vinyl siding from the rest of the house.

Kuenzli said she understood the reason for the solid panel enclosing on the front porch, but noted it was related more to a Craftsman style than a Queen Anne style. She wondered about instead using square spindles to keep it simple, spaced closely together, with the space between the spindles equal to the width of the spindles, to still maintain a sense of privacy but be stylistically more accurate for the period of the house.

Bristow said the owner is very hesitant about not having an enclosed porch anymore. She knows the porch needs to be rebuilt because of its deterioration but her intent, originally, was to rebuild it as a closed porch, which cannot be done according to the guidelines.

Bristow said they are getting rid of the hedge in front of the porch and it will look a lot better. Once the porch has been opened up, the owner may be comfortable with leaving it open or with putting in a simple square spindle railing instead. Bristow hoped the owner would decide to forgo the solid baluster but, knowing her hesitation, Staff proposed this plan as a compromise.

DeGraw asked if the ceiling was salvageable.

Bristow did not know the extent of the damage yet. She would suggest they salvage anything they could. She also wasn't sure about the floor and whether any of it could be salvaged.

Kuenzli asked why it was acceptable to use K-style gutters instead of specifying half-rounds.

Bristow said Staff did not specify gutters. She noted half-rounds would match what the owner has on parts of the house, but they also have K-style. Because of the history of additions on this house and some of the siding, there is a bit of a mixture. She thought the owner could go with half-rounds, but it might depend on budget.

**MOTION: DeGraw moved to approve the Certificate of Appropriateness for the project at 803 Church Street as presented in the application with the following condition: Porch flooring is either vertical-grained Douglas Fir, pretreated decking with gaps under 1/8 inch, or Azek porch flooring with an eased edge. Builtla seconded the motion. The motion carried on a vote of 7-0 (Agran, Clore, & Shope absent).**

738 Dearborn Street – Dearborn Street Conservation District (porch reconstruction).

Bristow explained this property is about midblock between Center and Sheridan. It is a 1924-ish bungalow. It has had some additions and changes, but it does have an original stucco coating on the walls. She said her documents state the walls are tile construction but did not know if that's what was found in the work that had been done in the past.

Bristow shared slides demonstrating the front porch currently has wrought iron railing and columns. The porch floor structure has been redone and the skirting around the porch is a decorative concrete block. She said the applicants came in because the columns were starting to deteriorate. It was time to replace them and to get something a bit more appropriate to the home.

Bristow said she looked at the porch and shared a picture noting remnants from the past that were still there and that would be retained. By looking at the remnants, Bristow felt the original porch had a kind of paired column not often seen in Iowa City, something a bit more ornamental and more expensive to build.

Staff ended up going with a taller masonry pier that extends above the porch floor and has a battered column that rests on top of it. Bristow shared an example that has been used for a few other projects, including at 741 Grant Street. She pointed out the masonry has a cap and the battered column has its own base with its own capital and will be the model for this project. Emerson Andrishok did both the sketches and the rendering for this project.

Bristow shared the drawing of the column, which will have a masonry base. She said the existing skirting, the decorative concrete, will be cut back so that the piers can be attached into the corner of the porch with the battered column above. The railing is a square spindled railing with a little bit of a solid area in the middle, which is found on a few other bungalows like this. It also alleviates the long run of the railing. Bristow shared Emerson's rendering of the porch. She said given the substantial change this will make to this porch, Staff finds it appropriate.

**MOTION: DeGraw moved to approve the Certificate of Appropriateness for the project at 738 Dearborn Street as presented in the application. Builtta seconded the motion. The motion carried on a vote of 7-0 (Agran, Clore, & Shope absent).**

#### REPORT ON CERTIFICATES ISSUED BY CHAIR AND STAFF

##### Minor Review – Staff Review.

##### 1205 Seymour Avenue – Longfellow Historic District (front entry step replacement).

Bristow said this is not an historic landing and it is being replaced similar to the way it is. There will be no skirting because it is pretty close to the ground. She said it was probably originally a little concrete step like all the neighbors, but there is no real reason to do that again because it is a little cost prohibitive. She said it will be painted or stained this time so it will last longer. Along with this, the owners have a rotten window sill they are replacing and a storm door. While not regulated, they are having a new custom one remade.

##### 530 Summit Street – Summit Street Historic District (rear breezeway column and frieze reconstruction).

Bristow said there is a breezeway in the back of this house. The property has been for sale for a while. She said she received a call stating things had been removed without permission.. They



are going to put back the columns, but in a more substantial and accurate size. They will do the arches again because it could have originally had the arches.

#### CONSIDERATION OF MINUTES FOR DECEMBER 13, 2018

MOTION: Kuenzli moved to approve the minutes of the Historic Preservation Commission's December 13, 2018 meeting. Karr seconded the motion. The motion carried on a vote of 7-0 (Agran, Clore, & Shope absent).

#### COMMISSION INFORMATION AND DISCUSSION:

##### 2018 Historic Preservation Awards.

Bristow reminded everyone to come if they could. She said the only thing not decided is what to get for refreshments and welcomed suggestions. A few were given. Costs and funding options were discussed. Bristow noted the award ceremony is a way for the Commission to reach out to the public, show what has been accomplished, and gain support.

##### Previous Agenda Items.

##### Downtown District.

Boyd said the City Council is going to have a work session to talk about the Commission's recommendations to move forward on the National Historic District and to create some kind of working group. The Downtown District, which spoke last month in favor of the National Historic District, is preparing to write a letter from their board stating the same.

##### Transfer of Development Rights.

Boyd said Council decided not to do this.

##### 410/412 Clinton Street.

Boyd said 410/412 Clinton Street needed six votes on Tuesday night and got five, so it will not be a local landmark. Susan Mims and Mazahir Salih were the two no votes.

##### Market Street.

Bristow said staff has been working with a structural engineer and historic architect as a consultant to evaluate sites, moving, rehabilitation, and are working on the budget.

Bristow said she had thrown together a very basic budget at one point. The City Manager wanted a memo about it so it could go into their work session for the budget. The numbers included the move, but then also making it structurally stable on its new site and moth-balling it, as well as the cost for someone to rehab the property. Council had a work session about it on Saturday and Bristow was at their follow-up work session Tuesday to answer questions. She thought their overall feeling was that the rehab number was astronomical, but it is also not something that the City needs to do unless the City rehabs it.

Bristow said originally the University wanted to buy all those houses, take them down and build an entrepreneurial business center, but they are not doing that. Now they are going to take them down and retaining it as open space.

Because that situation has changed, the Mayor has proposed that he and the City Manager meet with the University to discuss leaving it in place. The Mayor feels that as the oldest residential house left in town, it is important to save it.

Bristow said the consultant is developing an official draft report which will include the costs so those costs can be explained a bit more for Council. Since all of the costs change a lot depending on the site, it will be an estimate.

Bristow said if Council can come up with a budget placemark and then pick a site, the final version could have real numbers related to that site. Bristow thought the official draft of the architect's proposal would be available before the end of the month.

Bristow thought the University wanted the house gone by August 1st but hoped that date could be negotiated.

DeGraw asked for the estimated cost to move the property.

Bristow did not have the numbers with her, but thought the original place-holder estimate was \$330,000. The updated numbers added \$182,000 to that. She pointed out the numbers are high because the site and route with transformers and poles is not known.

Bristow noted keeping it in its current location would be the best option. If that cannot happen, further budget discussion with Council will be needed. If Council thought the costs were too high, they might choose not to move it, which means it will come down.

#### Annual Report.

Bristow said next meeting the Commission's annual report to the state would be ready for review and a vote to approve. The report will show what we have done this past year. She also said, depending on scheduling, their planning session could be held.

ADJOURNMENT: Kuenzli moved to adjourn the meeting. Seconded by Builta.

The meeting was adjourned at 6:20 p.m.

Minutes submitted by Judy Jones

HISTORIC PRESERVATION COMMISSION  
ATTENDANCE RECORD  
2018-2019

NAME	TERM EXP.	2/8	3/8	4/12	5/10	6/14	7/12	8/9	8/23	9/13	10/11	11/08	12/13	1/10
AGRAN, THOMAS	6/30/20	X	X	X	X	X	O/E	X	X	X	O/E	X	X	O/E
BAKER, ESTHER	6/30/18	X	X	X	X	X	--	--	--	--	--	--	--	--
BOYD, KEVIN	6/30/20	X	X	X	X	X	X	X	X	X	X		X	X
BUILTA, ZACH	6/30/19	O/E	X	X	X	X	X	X	X	X	X	X	X	X
BURFORD , HELEN	6/30/21	--	--	--	--	--	X	X	O/E	X	O/E		X	X
CLORE, GOSIA	6/30/20	X	O/E	X	X	X	X	O/E	O/E	X	O/E	X	X	O/E
DEGRAW, SHARON	6/30/19	X	X	X	X	X	X	O/E	X	X	X	X	X	X
KARR, G. T.	6/30/20	X	X	X	X	X	O/E	X	X	X	X	X	X	X
KUENZLI, CECILE	6/30/19	X	X	X	X	X	O/E		X	X	X	X	X	X
MICHAUD, PAM	6/30/18	X	X	X	X	X	--	--	--	--	--	--	--	--
PITZEN, QUENTIN	6/30/21	--	--	--	--	--	X	X	X	X	X	X	X	X
SHOPE, LEE	6/30/21	--	--	--	--	--	X	X	X	O/E	X		X	O/E
SWAIM, GINALIE	6/30/18	X	X	X	X	X	--	--	--	--	--	--	--	--
WAGNER, FRANK	6/30/18	X	X	X	X	X	--	--	--	--	--	--	--	--