

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: June 8, 2015	Kim Hanna, Chairperson	2016
	Jason Dietzenbach, Vice Chairperson	2018
Call to Order: 7:00 PM	*Matt Donovan	2017
	Roberta Vann	2017
Place: Ames City Hall Council Chambers	Peter Hallock	2018
	*Maria Miller	2016
Adjournment: 7:24 PM	Lisa Hovis	2018
	[*Absent]	

CALL TO ORDER: Kim Hanna, Chairperson, called the meeting to order at 7:00 PM

APPROVAL OF AGENDA:

MOTION: (Dietzenbach/Hallock) to approve the Agenda for the meeting of June 8, 2015

MOTION PASSED: (5-0)

APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 9, 2015:

MOTION: (Vann/Dietzenbach) to approve the Minutes of the meeting of March 9, 2015

MOTION PASSED: (5-0)

PUBLIC FORUM: There were no public comments.

ELECTION OF OFFICERS

MOTION: (Dietzenbach/Vann) to nominate Kim Hanna for reappointment as Chairperson of the Historic Preservation Commission.

MOTION PASSED: (5-0)

MOTION: (Hanna/Vann) to nominate Jason Dietzenbach for reappointment as Vice Chairperson of the Historic Preservation Commission.

MOTION PASSED: (5-0)

REVISIONS TO THE PREVIOUSLY APPROVED CERTIFICATE OF APPROPRIATENESS FOR DETACHED GARAGE DESIGN AND MATERIALS AT 808 DOUGLAS AVENUE (OLD TOWN HISTORIC DISTRICT)

Ray Anderson, Case Planner, reported that the Commission approved a proposed detached garage at 808 Douglas Avenue on January 12, 2015. The applicant has since requested revisions to the garage design and materials that must comply with the new Chapter 31 (*Historic Preservation Districts*) of the *Ames Municipal Code*, adopted on January 27, 2015.

Mr. Anderson reviewed the property location on a map as well as the location of the proposed detached garage on the property site. He summarized the proposed revisions to the previously approved garage design and materials, including: a single gable roof oriented east/west, overhead garage doors made of steel, aluminum clad wood windows, a change in the number of windows from four to three on the west facade, cedar wood shingles, cedar siding, and slight alterations in the overall dimensions of the detached garage and its distance from the house.

Mr. Anderson stated that staff has analyzed the applicant's request and found that the proposed changes are consistent with both the Design Guidelines in the new Chapter 31 and the Queen Anne Design Criteria for the Old Town Historic District. Staff therefore recommend that the Commission approve a Certificate of Appropriateness for the property at 808 Douglas Avenue to allow for the construction of a new detached garage, as revised from the previous approval.

Anders Hagberg, Anders Hagberg Construction, asked for feedback on potentially changing the door on the west elevation from wood to stamped steel due to possible project budget concerns. Mr. Anderson indicated that the design would need to be approved by the Commission. Mr. Hagberg sought clarification on whether the change could be made independent of an additional hearing before the Commission. Mr. Anderson replied that the design of the new door could be approved by staff, with Commission approval of the door material, and suggested adding language allowing for this contingency to the motion for approving the detached garage.

Mr. Hagberg clarified that the windows to be installed will be double-hung windows, not single hung, and noted other design criteria of the detached garage that will match other elements of the house, such as soffit ventilation and paint color.

Ms. Hanna commented that she is pleased that the property owner and contractor in this case found that historic materials, such as the cedar shingles and siding, can be cost effective.

MOTION: (Hallock/Vann) to accept Alternative #1, which states: that the Historic Preservation Commission can issue a Certificate of Appropriateness for the property at 808 Douglas Avenue, to allow for the construction of a new detached garage, as revised from the previous approval. The Commission finds that the garage, as proposed by the applicant, complies with all Design Guidelines for new construction, in Section 31.15, and Design Criteria, in Section 31.14, of the Ames *Municipal Code*. The Commission also approves the use of a steel door on the west elevation, subject to approval of the design by staff.

MOTION PASSED: (5-0)

PLAQUE SUBCOMMITTEE DISCUSSION FOR USE OF EDUCATION FUNDS

Ms. Vann updated the Commission on area businesses and organizations installing plaques to recognize historic structures. She reported that 14 plaques have been ordered, two plaques have been produced, and one plaque installed. Several other recent commitments for plaques were noted by Ms. Vann, including some that will not require City reimbursement.

Mr. Anderson reported that the Commission Subcommittee working with area businesses to install plaques has requested that the Commission discuss using remaining funds designated for education purposes (funds totaling approximately \$700 in the fiscal year 2014-2015 City budget) for plaque reimbursement costs for up to three additional plaques at \$200 each. Mr. Anderson emphasized that the funds are available only until the end of June 2015, requiring the plaques to be both produced and installed rapidly, since installation is required prior to

reimbursement by the City, and due to the fact that the reimbursement checks must be issued by the City prior to the end of the fiscal year on June 30, 2015.

Ms. Vann noted that because of the tight timeframe it may not be possible to produce and install additional plaques, but that the reallocated funds would allow for at least one or two additional plaque reimbursements. Ms. Hanna suggested using the additional funds to reimburse plaques that have already been produced but not yet installed, as the previously budgeted \$2,800 for 14 plaque reimbursements would not be affected by the fiscal year end. Ms. Vann agreed that this would be beneficial, as more than 14 businesses have committed to plaques and that without using the additional funds to install already-produced plaques the budget will be lacking.

Ms. Vann added that other businesses are interested in plaques and that she believes the full potential of the program has not yet been tapped. She asked the Commission to consider planning and budgeting for the plaque project that will address public interest in the program.

Lisa Hovis asked how businesses are notified about the plaque program. Ms. Vann explained that a letter was sent to businesses in March and there have also been meetings with the Chamber of Commerce to announce the plaque reimbursement program. She added that the plaque program initially focused on buildings in the downtown area and the historic district. She reported that buildings in other areas of Ames have been targeted but plans for plaques have not progressed due to lack of funds and/or pending responses from building owners.

Ms. Hovis asked to see example plaques. Mr. Anderson displayed two printed examples on the overhead screen. Ms. Vann indicated that the displayed plaques were the first two to be made and that each plaque, while unique, will include the following elements: an illustration of architectural detail, the building name, construction date, and the builder/architect, if known.

MOTION: (Hallock/Hovis) to approve use of remaining educational funds for three additional plaque reimbursements prior to June 30, 2015.

MOTION PASSED: (5-0)

ANNUAL REVIEW OF HISTORIC PRESERVATION COMMISSION BY-LAWS

The Commission members agreed unanimously that the Historic Preservation Commission by-laws require no modification.

COMMISSION COMMENTS: Ms. Vann encouraged the Commission to consider allocation of funds for additional plaques, citing a growing number of interested building owners who regard the program as exciting and worthwhile. Mr. Hallock asked if the Commission could request additional funds from the City Council. Ms. Hanna clarified that the 2015-16 budget is approved and that additional plaque reimbursement funds could be discussed for the 2015-16 budget. Ms. Hanna said she would like to see the Commission expand the plaque program beyond the Main Street Cultural District to include other noteworthy buildings throughout the community. Mr. Hallock speculated that it may be possible to repurpose funds toward the end of the 2015-16 fiscal year for additional plaques. Mr. Dietzenbach encouraged the Commission to plan for that contingency and to generate a list of plaques that could be reimbursed from repurposed funds.

Ms. Vann paid tribute to Jeff Benson, City Planner, to acknowledge his important contributions to the Historic Preservation Commission.

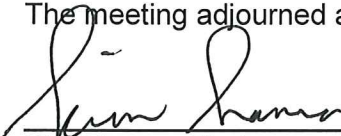
STAFF COMMENTS: There were no staff comments.

MOTION TO ADJOURN:

MOTION: (Hanna/Dietzenbach) to adjourn the meeting.

MOTION PASSED: (5-0)

The meeting adjourned at 7:24 PM.



Kim Hanna, Chairperson
Historic Preservation Commission



Joseph C. Newman, Recording Secretary
Department of Planning & Housing

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