

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: March 10, 2014	Sharon Wirth, Chairperson	2015
	*Bill Malone	2015
Call to Order: 7:00 p.m.	Matt Donovan	2014
	Roberta Vann	2014
Place: Ames City Hall	Jason Dietzenbach, Vice-Chairperson	2015
Council Chambers	Kim Hanna	2016
	Maria Miller	2016
Adjournment: 8:00 p.m.	*Absent	

CALL TO ORDER: Sharon Wirth, Chairperson, called the meeting to order at 7:00 p.m.

APPROVAL OF AGENDA:

MOTION: (Hanna/Donovan) to approve the agenda for the meeting of March 10, 2014.

MOTION PASSED: 6 - 0 (PASSED UNANIMOUSLY)

APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 10, 2014:

MOTION: (Vann/Dietzenbach) to approve the minutes of the meeting of February 10, 2014.

MOTION PASSED: 6 - 0 (PASSED UNANIMOUSLY)

PUBLIC COMMENTS: There were no public comments.

SELECT AWARDEES FOR THE 2014 HISTORIC PRESERVATION AWARDS PROGRAM

Ray Anderson stated that the Commission has received one application for the 2014 Historic Preservation Awards Program. He stated that the application that has been received is for the reconstructed awning on the building at 313 5th Street. Mr. Anderson stated that this building was originally occupied by McFarland Clinic. He stated that Marrs Wealth Management purchased the building in 2012. Mr. Anderson stated that Kathy Svec nominated this project for the category of restoration. He stated that the owner of this building has already received a City of Ames Main Street Façade Grant to apply towards their façade renovation.

Jason Dietzenbach stated that it is nice to see the restoration work that has been done with the cantilever. He inquired about the type of materials that were used on the underside of the cantilever. Mr. Anderson stated that he did not know what was used but he would find out if the Commission would like more information. Mr. Dietzenbach stated that that was not necessary.

Sharon Wirth asked for clarification as to whether the application was only for the awning. Mr. Anderson stated that it is only for the awning.

Kim Hanna asked if this was the only application that staff has received. Ms. Wirth stated that it is.

Ms. Wirth asked when the awning was completed. Mr. Anderson stated that it was not listed on the application. Ms. Hanna stated that the property owner had a ribbon cutting during the Fall of 2013. She said that it wasn't installed at the time of the ribbon cutting but the contractor was getting ready to put it up. Ms. Hanna stated that it was up before the start of 2014.

Roberta Vann stated that she would like to see an award given in order to encourage future restoration. Mr. Dietzenbach stated that he was pleased to see that the property owner used the original design for the restoration of the awning. Discussion was held on whether there had been an awning on the building in this location in recent years, prior to the restoration work. Mr. Anderson stated that the Main Street Façade Grant application would include that information.

Matt Donovan stated that it is an excellent example of investing in a structure and using that investment to restore a structure back to its historic integrity

MOTION: (Miller/Hanna) to award a 2014 Historic Preservation Structural Award, Category of Restoration, to Craig Marrs for the project located at 313 5th Street.

VOTE ON MOTION: 6 - 0 (PASSED UNANIMOUSLY.)

Mr. Anderson stated that this will be placed on the City Council's April 22, 2014 agenda.

Maria Miller stated that we need to do a better job of getting the word out next year about Historic Preservation Awards nominations. Ms. Wirth stated that we started a little late this year with publicity. She stated that Commission members can visit with residents and property owners next year about nominating various projects with the hope of increasing the pool of candidates.

BUILDING PLAQUES PROJECT UPDATE

Ms. Vann stated that the building plaques subcommittee has been meeting regularly. She stated that they are working on both the plaques and the banners. Ms. Vann stated that they hope to begin placing the banners by late April. She said that a banner presentation has been made to the Main Street Design Committee. Ms. Vann stated that they have visited with retailers to identify who might be interested in having a plaque placed on their building. She stated that students from the College of Design have been working on the designs. Ms. Vann stated that they hope to have the final banner designs in the next couple of weeks. She stated that they have received preliminary plaque designs. Mr. Dietzenbach asked if the plaques would be installed by July 4th. Ms. Vann stated that they hope to have a few installed by that date. Ms. Miller asked if the Main Street merchants would be involved in the design selection. Ms. Vann stated that they would not be involved in the design selection. Ms. Miller asked how many student teams were involved in the project. Ms. Vann stated that a couple of people are working on the plaque design project. She stated that several teams initially worked on the banner project.

Sharon Wirth stated that the plaque project falls under the sesquicentennial Museum in the Streets project umbrella. Ms. Miller asked whether the cost of the plaques includes installation. Ms. Wirth stated that they have not yet explored the cost of installation of the plaques.

Mr. Dietzenbach asked whether a QR Code would be included on the plaque or if it would just have an image and brief narrative. Ms. Vann stated that those details have not yet been worked out. Ms. Wirth stated that not everyone would be in a position to use a QR Code.

BUDGET DISCUSSION – CONSIDERATION OF USING FUNDS FOR THE BUILDING PLAQUES PROJECT AND REQUEST TO CITY COUNCIL TO CARRY FUNDS OVER FROM FISCAL YEAR 2013-2014

Ms. Wirth reviewed the contents of an email that she received from Kelly Diekmann, Director of Planning & Housing, regarding the Commission's budget. She stated that there is some question as to whether the unspent \$916.20 in the Commission's budget for training, awards, tours, brochures, etc. can be rolled over into the next fiscal year's budget. Ms. Wirth indicated that she will need further clarification from staff.

Ms. Wirth asked the Commission if they wished to spend part of the Commission's unspent budget on the building plaque project. She stated that the remaining amount of \$2,827.52 was a one-time allocation from the City Council for educational activities. Ms. Wirth stated that if this amount will not be spent in this fiscal year the Commission will need to request the Council to roll over that amount into the next fiscal year and let them know which project it will be applied towards. Ms. Miller stated that she feels that it would be appropriate to spend this money on the plaque project. She stated that there is a possibility that the installation expense might be costly. Ms. Wirth stated that details have not yet been worked out as to how many plaques will be installed. She stated that the Commission can definitely request that the City Council roll over \$2,827.52 into the next fiscal year. Ms. Wirth stated that the Commission needs clarification on the unspent \$916.20 which will not be rolled over. She stated they could use a portion of that money on the purchase of one plaque.

Ms. Wirth stated that Mr. Diekmann also mentioned in his email that the Commission keep in mind that there may be a need to use funds that are set aside for educational activities for the upcoming Chapter 31 update.

Mr. Dietzenbach asked if the Commission was still planning on setting up an educational lecture series on historic/alternative materials, possibly bringing in a speaker from Colorado as was discussed at an earlier meeting. Mr. Anderson stated that he has checked the Colorado speaker's web site but would need to contact him directly to find out availability and cost. Mr. Dietzenbach asked when the best time would be for someone to come and speak on this topic. Mr. Anderson indicated that this spring or summer would be the best time. Mr. Dietzenbach stated that he feels that this is a great idea, and he wants to be sure that the funds are available in the budget when they need to have someone come.

Mr. Anderson stated that the City Council will need to not only approve that \$2,827.52 is rolled over into the next fiscal year, but they will also need to approve that this money be spent on the Commission's current intended use.

Mr. Dietzenbach asked about the amount of funds available in next year's budget and whether it could be spent on educational activities. Ms. Wirth stated that there is \$2,000.00 in the budget and the purpose is flexible, e.g. training, historic preservation awards, educational activities.

Mr. Dietzenbach stated that he is concerned that bringing in a speaker from Colorado may be too expensive. Ms. Miller stated that Iowa State University's architecture department is in the process of conducting a search for a historic preservation specialist. She stated that they should be on board by August. Discussion was held on various avenues for locating a possible speaker on this topic. Ms. Miller indicated that none of the candidates for this position are from the State of Iowa so they might need some time to acclimate to the area.

Ms. Wirth asked the Commission how they wanted to proceed with the budget issues. Mr. Anderson stated that the finance department stated that they would not support rolling over the \$916.20 into the next fiscal year due to the fact that it is operating funds. Ms. Vann asked for clarification on rolling over the \$2,827.52. Mr. Anderson stated that staff feels that because the intent for the use of the funds has changed since it was allocated by the City Council, the Council will need to approve the current proposed use and roll over into the next fiscal year.

Discussion was held on funding for the plaque project. Ms. Wirth stated that the building plaque project will need some funding beyond what will be coming in from the individual building or business owners.

MOTION: (Miller/Dietzenbach) that the excess money (\$2,827.52) be used towards the cost of installation of the building plaques.

Ms. Wirth stated that there is a lot of interest in bringing in someone to speak about materials in regards to the Chapter 31 update. She feels that there should be money available for the speaker in addition to this project.

Mr. Dietzenbach asked if information on the installation process of the plaques could be brought back to the Commission.

VOTE ON MOTION: 6 - 0 (PASSED UNANIMOUSLY.)

Ms. Wirth stated that she will draft a letter and will check with staff to make sure that the request is specific and can be placed on the City Council agenda.

COMMISSION COMMENTS: Ms. Wirth stated that the Commission has \$916.20 which can be used towards training. She stated that she would check on the date of a training opportunity that is held in Omaha. Ms. Wirth stated that she would email details to the Commission.

Ms. Wirth stated that there is a window preservation and restoration presentation by David Wadsworth in Mt. Vernon, Iowa coming up.

Ms. Wirth spoke about the historic preservation commission page on the Sioux City web site. She spoke about possible updates to the Ames Historic Preservation Commission web page. Ms. Wirth feels that there is more that could be added to their web page. She stated that she would like to add some links to various research information web pages. Ms. Wirth will forward a link to Sioux City's web site for the Commission to view.

STAFF COMMENTS: Mr. Anderson reviewed the Chapter 31 Update timeline with the Commission. He stated that a kick-off meeting will need to be set-up with the neighborhood association/property owners to share information with them on the Chapter 31 update and how it may impact what they can do with their property. Mr. Anderson stated that they also need to set-up meetings with 19

owners of property in the Historic District that will now be included as contributing properties that were not included in the earlier 2003 inventory. Mr. Anderson stated that work is beginning on drafting regulations for existing garages since they are not currently regulated. He said that the Commission will need to review these changes before they are given to the State Historic Preservation Office for their review. Mr. Anderson stated that staff wants to meet with the neighborhood association sometime in late March to April time frame. He said that staff will be drafting standards this summer. Mr. Anderson explained various additional steps in the process before the updates go to the City Council. Ms. Wirth asked if staff was still planning on finishing the update by the end of this calendar year. Mr. Anderson stated that it might run into early next year before the ordinance is actually adopted.

Ms. Wirth asked if the plan is to bring in a speaker to give a presentation on materials during the Chapter 31 update process. She stated that if that is the case it takes time to make those arrangements. Mr. Anderson stated that if the Commission wants to bring in a speaker it can be done this spring or summer. He outlined staff's findings on what other contacted cities use for substitute materials. Ms. Wirth asked the Commission for their input about having a speaker come in and make a presentation. Mr. Anderson stated that he feels that bringing in someone in September – November would be a little late. He stated that it should happen sooner, possibly June or July. Mr. Anderson stated that staff hopes to complete the draft by the end of August. Mr. Anderson stated that if the \$2,827.52 in the budget is being used for the plaque project there may not be funding to bring in a speaker until after the start of the next fiscal year. Ms. Wirth asked the Commission whether they want the speaker to discuss alternative materials as a broad category or about certain specific materials. Mr. Dietzenbach stated that it might be a good idea to get a speaker recommendation from the State Historic Preservation Office. Ms. Vann stated that the Commission might want to identify their audience and what their needs might be. Discussion was held on possible topics. Ms. Miller stated that she would like to have a speaker address questions about why it's not a good idea to use substitute materials (the "why not"). Ms. Wirth suggested, on an opposite note, why it is a good idea to restore and preserve. Mr. Anderson stated that staff could look into this. He said that he is also open to suggestions from the Commission. Ms. Wirth asked if staff could bring a report to the April meeting addressing a possible topic/speaker.

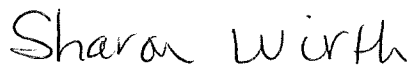
Mr. Anderson stated that an applicant will be requesting a Certificate of Appropriateness for 821 Duff Avenue which will be placed on an upcoming Historic Preservation Commission agenda.

MOTION TO ADJOURN:

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

VOTE ON MOTION: 6 - 0 (PASSED UNANIMOUSLY.)

The meeting adjourned at 8:00 p.m.



Sharon Wirth, Chairperson
Historic Preservation Commission



Lorrie Banks, Recording Secretary
Department of Planning & Housing

