

**MINUTES  
CITY OF AMES  
HISTORIC PRESERVATION COMMISSION**

Date: May 13, 2019	Peter Hallock, Chairperson	2021
	Ted Grevstad-Nordbrock, Vice-Chair	2022
Call to Order: 6:00 PM	Lisa Hovis	2021
Place: Ames City Hall Council Chambers	Edith Hunter	2020
	*Barry Snell	2020
Adjournment: 6:54 PM	Susan Minks	2021

[\*Absent]

CALL TO ORDER: Peter Hallock, Chairperson, called the meeting to order at 6:00PM.

**APPROVAL OF AGENDA:**

MOTION: (Minks/Grevstad-Nordbrock) to approve the Agenda for the meeting of May 13, 2019.

*MOTION PASSED: (5-0)*

**APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 8, 2019:**

MOTION: (Grevstad-Nordbrock/Minks) to approve the Minutes of the meeting of April 8, 2019.

*MOTION PASSED: (5-0)*

---

PUBLIC FORUM: There were no public comments.

---

**EXTENSION OF THE PRIOR APPROVAL OF A CERTIFICATE OF APPROPRIATENESS TO REPLACE THE FRONT PORT AT 829 DOUGLAS AVENUE IN THE OLD TOWN HISTORIC DISTRICT**

Peter Hallock opened the floor to discussion to Ray Anderson, Planner. Mr. Anderson began by saying they had not proceeded with construction, and could ask for extension but it has been two years and they did not feel comfortable granting the extension after two years. Mr. Anderson said there was not anything new since the original approval. Mr. Anderson said he felt the request complied the first and second time it went to the commission and recommended a 1-year extension.

MOTION: (Hovis/Grevstad-Nordbrock) to approve the 1-year extension.

*MOTION PASSED: (5-0)*

---

**ANNUAL REVIEW OF BYLAWS**

Mr. Anderson began the discussion on the Annual Review of Bylaws. He stated the review occurs every May. He noted the bylaws changed a couple years ago by changing the start time of the meeting. He commented that there have not been any changes in the last year. Mr. Anderson went on to say they can't make any changes at this meeting, but can at the next meeting with public notice.

Mr. Hallock raised the issue of a formal report of staff actions on certificates of appropriateness. He suggested Mr. Anderson add it to list of order of business to make it formal, and to have it as a separate item between G and H or sub item of items not requiring formal action. Mr. Hallock said he would like it to be listed as specific item.

Mr. Anderson and Mr. Hallock discussed what the title of the agenda item should be. Mr. Anderson said he will put it on the agenda for next month and the commission can vote at that time.

---

**REVIEW DRAFT OF CHANGES TO CITY OF AMES HISTORIC PRESERVATION WEBSITE**

Eloise Sahlstrom, Planner, began the overview on what has not been published on the Ames Historic Preservation website. Ms. Sahlstrom showed some of the new pages and said in next few days she would publish the items. She noted she and the commission would have about a week to check for errors or missing things that needed to be added. She asked the commission members let her know what comments they had as they noticed things. Ms. Sahlstrom said her goal was for the website to be reviewed and corrected before the upcoming joint council meeting.

Ms. Sahlstrom went over in detail the changes made to the main umbrella part of the website, as well as the other pages.

Mr. Hallock noted the changes were quite a good effort from last month to this month.

Ms. Sahlstrom asked for direction on how to proceed.

Mr. Hallock said he would entertain a proposal to publish and having a look at it is a great way to proceed.

Lisa Hovis, Commission Member, asked how they will know when the website is ready to be reviewed.

Ms. Sahlstrom replied that it depended on how quick she gets the pages up. She said she will have the Public Works Principal Clerk send an email to let everyone know when it's up.

Mr. Hallock replied that would be good.

MOTION: (Grevstad-Nordbrock/Minks) to review the new website once it is published and make any recommendations on changes to Ms. Sahlstrom

*MOTION PASSED: (5-0)*

---

**REVIEW ITEMS TO BE DISCUSSED AT JOINT MEETING WITH CITY COUNCIL ON MAY 28 2019**

Ms. Sahlstrom began by saying that Mr. Anderson had mentioned the link to the Comprehensive Historic Preservation Plan is not a link to the latest document. Mr. Anderson said he made copies of the latest document and will distribute them to the commission members.

Ms. Sahlstrom referenced the report she sent to the City Council on what the commission had accomplished and what could be good for the upcoming joint meeting. She noted she did include an attachment that had the information with it of what was done in the 2018 and 2019 plan. Ms. Sahlstrom noted that she will provide a link to Council for the meeting. Ms. Sahlstrom asked the commission what questions they have for Council.

Mr. Hallock said he was raising the issue of funding for downtown signage, and the website but the commission can present what is there. He continued that until it is reviewed, they can't recommend the website be budgeted as project. He said it could be mentioned as a possibility

for the future. Mr. Hallock concluded he did not want to say it is accomplished when refinements can be made.

Ms. Sahlstrom said she could tell the Council that the priority is to have the website updated, and it has been updated and can be added to as time goes on. She noted it would be great if the commission could have a date before the joint meeting and have a discussion with the City Council of what has been accomplished to get input and direction on that. She noted the Comprehensive Historic Preservation Plan is 10 years old, and the commission should think about if it needs updated or not.

Mr. Hallock noted that there is something to say in the process of review but they don't have specifics at this point.

Mr. Grevstad-Nordbrock said he thinks the Council wants a dialogue, and he would be interested in how the Historic Preservation Commission can work with City Council and other commissions and make the efforts jive. He noted it impacts planning and sustainability and could be useful to have a discussion.

Ms. Sahlstrom noted that she gave a copy of the goals of 2018 and anything in there that the commission also wanted as goal could be a talking point.

Mr. Hallock noted that one other thing to be mentioned could be getting the commission involved in the Façade Program. He said it could be mentioned as an issue to bring up. He said they don't have a specific proposal but have more of a historic involvement now.

Ms. Sahlstrom said the commission can think about it and she will put together a cover memo with a three-page report and council will get that.

Ms. Hovis inquired if approval needs to be obtained for money for signage outside of the budget.

Ms. Sahlstrom replied it would probably need to be obtained in the next budget.

Mr. Hallock mentioned there is money in the budget for Council directed projects and it could be brought up to see if they can get money ahead of next year's budget. He noted that if not, it could be in the budget for next year.

Ms. Sahlstrom asked if it would be possible to tie it to the goals and let Council know signage for the Historic District would be appropriate.

Mr. Anderson said no decision would be made that night, but an introduction would be good.

Mr. Grevstad-Nordbrock said he was not looking to update objectives. He noted he was thinking about what to talk to students about that are interested in sustainability. Mr. Grevstad-Nordbrock questioned if this is an opportunity to have a discussion with Council on how preservation can be a solution.

Ms. Sahlstrom replied that the City Council has been approached by others about sustainability studies, but it could be good to introduce. She noted they may not want to spend a lot of time on it so they have time for other things. She noted that Chapter 31 doesn't use sustainability word.

Ms. Sahlstrom asked if anyone had anything else to add.

Mr. Hallock replied that they had covered what he can remember, and two weeks from tonight right after Memorial Day is the joint meeting with the City Council.

Ms. Hovis asked how they should organize approaching the chamber.

Mr. Grevstad-Nordbrock asked if the commission should speak as one voice or as individuals.

Mr. Anderson replied he thought it would be best to be unified due to time constraints.

Ms. Hovis asked if the commission needed to decide that now.

Ms. Hovis asked if she should supply the information on the signage.

Mr. Hallock suggested having a unified agenda and the commission could have a few people talk on different items.

Ms. Hovis said she would be happy to talk about signage on the downtown kiosks. She asked Mr. Grevstad-Nordbrock if he might discuss sustainability.

Mr. Grevstad-Nordbrock asked what everyone else thought. He asked if they wanted to talk as a group. He noted he thought it is important discussion to be aware of. He noted he did not want to be pigeon holed and the implications are broad. He said he thought they would need to sell the Council on that.

Mr. Hallock said he thought it would be important to talk about Historic Preservation as a part of sustainability, not that they are initiating something but letting Council know part of the process. He said he would say the commission has an updated webpage to present more information. He also said he would like to see historic considerations strengthened within the Façade Program and a link there to commission. Mr. Hallock suggested talking in general about how Historic Preservation can be a part of sustainability.

Susan Minks, Commission Member, inquired if sustainability approach is expanding into the new comprehensive plan.

Ms. Sahlstrom replied that they are separate things that may be enveloped into the plan or coupled with the plan.

Ms. Minks noted that having the historical and cultural aspect included could be good.

Mr. Hallock said they are introducing ideas to Council, not educating on them, and hoping Council will respond.

---

**COMMISSION COMMENTS:**  
There were no comments.

---

**STAFF COMMENTS:**  
Ms. Sahlstrom said the Certificate of Appropriateness and Status Updates for commission members had been handed out. She said the form detailed inquiries that have been had. She said the first one was an extension, and the second one was from a contractor. She said she met with someone related to Unity Church and their roof and spire.

Mr. Hallock said the property at Burnett and 8<sup>th</sup> street is moving forward with the redo of the porch. He noted it looks like a nice job. He mentioned he hopes it spurs other people to do stuff with their homes.

Mr. Hallock asked if there were any other items.

---

MOTION TO ADJOURN:

MOTION: (Hovis/ Grevstad-Nordbrock) to adjourn the meeting.

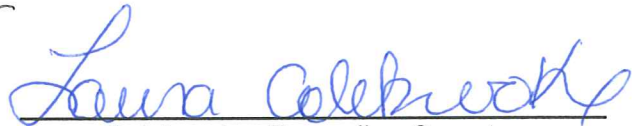
*MOTION PASSED: (5-0)*

The meeting adjourned at 6:54PM.



---

Peter Hallock, Chairperson  
Historic Preservation Commission



---

Laura Colebrooke, Recording Secretary  
Department of Planning & Housing