

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: February 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
Conference Room 235	Kim Hanna	2016
	*Maria Miller	2016
Adjournment: 7:39 p.m.	*Absent	

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

APPROVAL OF AGENDA:

MOTION: (Malone/Vann) to approve the agenda for the meeting of February 10, 2014.

MOTION PASSED: 5 - 0 (PASSED UNANIMOUSLY)

APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 9, 2013:

MOTION: (Dietzenbach/Malone) to approve the minutes of the meeting of December 9, 2013.

MOTION PASSED: 5 - 0 (PASSED UNANIMOUSLY)

PUBLIC COMMENTS: There were no public comments.

INFORMATION TO INCLUDE IN THE 2013 CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT

Ray Anderson, City Planner, stated that the Commission looks at two questions on the Certified Local Government Annual Report every year. He reviewed the list of items he has prepared to add to the report and asked the Commission for additional suggestions and input.

Sharon Wirth asked for clarification as to what information is included in the annual report. Mr. Anderson reviewed items that are included in this report with the Commission.

Commission members listed several corrections and various items that they would like to include in the report.

DISCUSS PLANS FOR THE 2013 HISTORIC PRESERVATION AWARDS PROGRAM

Mr. Anderson stated that the press release on the 2013 Historic Preservation Awards Program was sent out last Friday. He stated that he would also send out the information to the neighborhood associations. Mr. Anderson stated that the deadline for submitting nominations this year is February 28, 2014.

Ms. Wirth outlined the four criteria for nomination. Ms. Vann asked whether an individual can submit a nomination for their own project. Mr. Anderson stated that individuals are allowed to turn in a nomination for their own project. Discussion was held regarding several projects and whether they might be able to be included in the 2013-2014 awards nominations. Mr. Anderson reviewed the methods of notification regarding the awards program with the Commission. Kim Hanna asked if notification was given by social media. Mr. Anderson stated that he would need to check if notice had been sent via that medium.

BUILDING PLAQUES PROJECT UPDATE

Roberta Vann listed the five members on the committee that are working on the building plaques project. She stated that one of the members is from the College of Design and has also involved her students in the plaque project. Ms. Vann stated that the committee has been meeting approximately every two weeks.

Ms. Vann stated that the committee has decided to prepare banners as well as plaques. She explained to the Commission why the committee wanted to also use banners. Ms. Vann stated that their goal is to have the banners ready by the end of February for the Main Street Cultural District to review.

Ms. Vann stated that the committee has identified 22 historic buildings in downtown Ames that would potentially be a good location to install a plaque. She said that they want to open this up to other locations in addition to the 22 buildings that have been identified so far. Ms. Vann stated that the design students are also submitting plans for the plaques.

Ms. Vann stated that they hope that the banners will be hung and a few plaques in place by this year's July 4th celebration.

Jason Dietzenbach asked how many banners will be prepared. Ms. Vann stated that the banners will be hung on the street lights. She said that there will be six different designs, for a total of approximately 100 banners.

Ms. Vann stated that the committee is still researching the feasibility of adding a QR code to the building plaques. Mr. Dietzenbach asked about the source of funding for the banners. Ms. Wirth stated that details still need to be worked out.

Kim Hanna asked whether banners would be placed in Campustown. Ms. Vann stated that the committee feels that some of the banners are appropriate for Campustown. Ms. Hanna stated that if the committee wants to place some of the banners in Campustown they should visit with the Campustown promotions committee. Ms. Hanna stated that she will see that Ms. Vann receives their contact information.

CHAPTER 31 UPDATE

Mr. Anderson stated that Staff presented the Chapter 31 Update Progress Report to the City Council at their January 28, 2014 meeting. He said that Council directed Staff to move forward with the items listed in the report. Mr. Anderson stated that staff will be putting together a timeline for the completion of the Chapter 31 Update. He stated that contact needs to be made with the 19 property owners that will now be subject to the regulations under the new inventory and explanation given to them as to how this will affect their property. Mr. Anderson stated that work will begin on the draft Text Amendments soon. He said that Staff will keep the Commission

informed as to the status of the update. Mr. Anderson stated that the State Historic Preservation Office, property owners in Old Town, and the general public will have an opportunity to review the draft Text Amendments that will be prepared for the Chapter 31 Update.

Mr. Anderson stated that the Council will be reviewing the Planning staff's work program and outlining priorities. He stated that there are 31 projects on the list.

Mr. Anderson reviewed the amount left in the Commission's budget for training, annual awards and community wide education. Mr. Anderson asked the Commission whether they might like to sponsor another lecture series, possibly on materials. Mr. Dietzenbach asked whether some of the education budget could be used on the plaques. Discussion was held as to whether some of the money left in the budget could be used towards the cost of the building plaques.

Ms. Wirth stated that the Commission should discuss the budget at next month's meeting. She indicated that she feels that some of the remaining money in the budget will not be spent before the end of the fiscal year so the Commission will want to ask the City Council if the balance of the budget could be carried over into the next fiscal year.

Discussion was held about the timing, topic, and availability of a speaker for an additional lecture series. Mr. Anderson stated that he is aware of a consultant in Colorado who is very knowledgeable about design guidelines and materials used on historic buildings. Ms. Wirth asked Mr. Anderson if he would look into the availability of this speaker and report back to the Commission. Ms. Hanna asked whether the State Historic Preservation Office might have a list of potential speakers. Mr. Anderson stated that he would check with them.

Ms. Wirth stated that one of the Chapter 31 Workgroup members mentioned that there had been discussions about taking the revisions to the property owners in the Historic District before the Update was placed on an agenda. She asked whether Staff is still planning on doing this and if so when that might occur. Mr. Anderson stated that he will know more once Staff puts together the timeline for the next steps of the Update. Ms. Wirth asked whether the timeline would be available for the Commission's March meeting. Mr. Anderson stated that Staff should have a better handle on the timeline by then. He said that Council's planning department work plan priorities also factor into the overall timeline for the update.

COMMISSION COMMENTS:

Ms. Hanna stated that there is now a Façade Grant program in place for Campustown. She stated that there will be two pilot projects that will hopefully begin after July 1st.

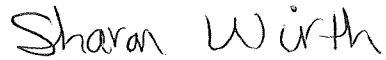
STAFF COMMENTS: NONE

MOTION TO ADJOURN:

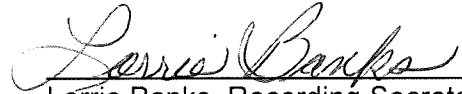
MOTION: (Malone/Hanna) to adjourn the meeting.

VOTE ON MOTION: 5 - 0 (PASSED UNANIMOUSLY.)

The meeting adjourned at 7:39 p.m.



Sharon Wirth, Chairperson
Historic Preservation Commission



Lorrie Banks, Recording Secretary
Department of Planning & Housing