

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: July 14, 2014	Sharon Wirth, Chairperson	2015
	Bill Malone	2015
Call to Order: 7:02 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: 8:07 p.m.		
	*Absent	

CALL TO ORDER: Sharon Wirth, Chairperson, called the meeting to order at 7:02 p.m.

APPROVAL OF AGENDA:

MOTION: (Malone/Donovan) to approve the agenda for the meeting of July 14, 2014.

MOTION PASSED: 4 - 0 (PASSED UNANIMOUSLY)

APPROVAL OF THE MINUTES OF THE MEETING OF JULY 8, 2013:

MOTION: (Donovan/Malone) to approve the minutes of the meeting of May 19, 2014.

MOTION PASSED: 4 - 0 (PASSED UNANIMOUSLY)

PUBLIC COMMENTS: There were no public comments.

CONSIDER AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS ON THE PROPERTY AT 903 BURNETT AVENUE IN THE OLD TOWN HISTORIC DISTRICT

Ray Anderson, Planner, presented an aerial photo of the property at 903 Burnett Avenue. He stated that the home is a two and a half story home built in 1915 that has a detached garage. Mr. Anderson stated that the property owner wants to add guardrails on both sides of the front steps and on one side of the steps on the rear deck and along one side of the edge of the deck. He said that the property owner also wants to add a replacement window at the rear of the home. Mr. Anderson outlined the alteration and new construction areas of the home. He reviewed the applicant's sketch of the proposed guardrail and stated that staff feels that it follows the historic design for this type of architecture. Mr. Anderson reviewed the building code requirements that apply to the proposed guardrails, balustrades, railings and posts. He outlined the location of the proposed window along with the type of window that the applicant wants to use. Mr. Anderson reviewed the guidelines for all new construction and alteration areas in the Old Town Historic District. He stated that the applicant wants to install a vinyl or metal clad window. Mr. Anderson stated that staff recommends that the Commission approve applicant's request with the condition that the window should be a wood window due to the fact that the house is on a corner lot and the window would be more compatible with the other windows in the home. He stated that staff recommends that the Commission approve the guardrails that the applicant is proposing to use.

Sharon Wirth asked for clarification of the correction to the Commission Action Form that was submitted. Mr. Anderson explained the correction that was made to the Commission members that were present.

Neil Nakadate, 903 Burnett Avenue, asked if he could choose an alternate handrail style/shape. Discussion was held on what style of handrail should be used and the best way to mount the handrail. Mr. Nakadate asked for clarification on the height of the handrail. Mr. Anderson stated that it should be 34-38" in height. Mr. Malone stated that the height is a building code requirement. Mr. Nakadate stated that his insurance company is requiring him to install the handrails even though they were not part of the home when it was built in 1915.

Mr. Nakadate stated that the window that he plans to install is to replace a window that was installed by the previous owners when they replaced the original window. He stated that the mechanism that holds the current window in place is broken requiring the window to be replaced.

Ms. Wirth stated that staff prefers that wood windows be used in the Historic District. Mr. Malone asked Mr. Nakadate if he had any problems with using a wood window as a replacement. Mr. Nakadate stated that he did not have any problems with using a wood window.

MOTION: (Malone/Donovan) to approve Alternative #1, that the Historic Preservation Commission issue a Certificate of Appropriateness to allow the installation of a guardrail for the front porch steps and the rear deck, and the replacement of a window on the rear of the house with a wood window and allow for a storm window.

VOTE ON MOTION: 4 - 0 (PASSED UNANIMOUSLY.)

PRESENTATION BY SCOTNEY FENTON, RESTORATION SPECIALIST, ON THE USE OF ALTERNATIVE MATERIALS FOR HISTORIC RESIDENTIAL STRUCTURES

Ms. Wirth stated that Mr. Fenton called and notified staff that he would not be able to attend tonight's meeting due to the fact that he was not feeling well. Staff indicated that Mr. Fenton's presentation will be rescheduled to a later date.

CHAPTER 31 UPDATE ON GARAGE REQUIREMENTS

Ray Anderson, Planner, stated that in drafting the changes to Chapter 31 it has been proposed, if the Commission is in agreement, that staff would administratively approve existing garage alteration requests and that the Historic Preservation Commission would review/approve demolition or the construction of new garages in the District. It was the consensus of the Commission members present that they were in agreement with this draft proposal and that this change to the Ordinance would speed up and simplify the process for the applicant.

Mr. Anderson reviewed the six draft demolition criteria with the Commission. He said that this approach would aid the Commission as it recognizes historical significance and functionality of the existing structures being reviewed. Jason Dietzenbach asked whether the property owners are allowed to move a garage that is close to the property line. Mr. Anderson stated that if the garage is repaired it can stay in the same location; however, if the garage is moved it must meet the minimum set-backs. He stated that a side yard garage needs to meet the same minimum set-back

requirements as the house. Mr. Dietzenbach stated that he was just wondering if there was an incentive for the applicant to keep their existing garage. Mr. Benson outlined various options for the property owner. Ms. Wirth stated that there are instances in the District where there is not enough space to build a garage on the lot.

Staff reviewed a map of the District that shows the location of all of the contributing, non-contributing, and unclassified garages. Discussion was held as to why some garages are unclassified.

Ms. Wirth stated that a significant number of garages will become contributing; and, she stated that she feels that it is necessary that staff and the Commission needs to reach out to those property owners at the appropriate time.

Mr. Anderson reviewed the contents of both sections of the proposed design guidelines for existing garages with the Commission. He reviewed the types of garage doors that might be allowed in the update to Chapter 31. Mr. Anderson stated that overhead garage doors are allowed on new garages. He said that two single wide doors are required on a double car garage. Kelly Diekmann stated that making the decision on whether an overhead garage door is appropriate in the proposed Chapter 31 Update would probably fall to the Commission as it would not be a repair. Ms. Wirth spoke about the cost aspect of requiring certain types of doors. She said that she would like to have more information on this during the update process.

Mr. Nakadate stated that he has accordion style doors on his garage. He said that they are very difficult to open in the winter. Mr. Nakadate stated that the Commission might want to consider functionality of the garage doors that property owners will be required to use. He stated that his single car garage sits on his west property line. Discussion was held regarding set-backs for garages. Mr. Diekmann stated that the inconvenience of a door does not meet the Secretary of the Interior's standards for removal of that door.

Mr. Diekmann asked the Commission to think about the minimums and the mandatory elements that they want to see listed in the proposed Chapter 31 Update.

Ms. Wirth asked what staff's goal was in regards to tonight's report on the standards and design guidelines for garages in the District. Mr. Diekmann stated that staff wanted feedback from the Commission in regards to proposed administrative approval for certain items. He said that he wanted feedback from the Commission on what they want to see included in the update. Mr. Diekmann wanted to receive feedback as to whether the District is ready for this update and whether there are any looming issues that staff needs to be aware of. He said that to date there has not been support for the concept from the small sampling of property owners that has responded. Ms. Wirth stated that she feels that at the one meeting that she attended there was more confusion and questions from the attending property owners rather than non-support. Discussion was held on how to get the message out to the property owners and the community on the importance of historic preservation. Mr. Diekmann reviewed Council's direction regarding the Chapter 31 Update. Mr. Benson stated that staff is going to continue working on the other standards and bring those to the Commission. He stated that staff will then put together a plan so that by late August to early September there are specifics in place to initiate a discussion. Mr. Benson stated that after the discussions staff plans to refine the standards in September and October and bring them back to the Commission.

Mr. Dietzenbach asked if there is a website for homeowners to view to compare different styles of homes. Mr. Benson stated that the library has this information. He said that the documents that staff

uses are stored at the library. Ms. Wirth stated that she would like to have this information available on the web site. Mr. Benson stated that some information could go on the website; however, it is more of a challenge to add images to the website. Mr. Diekmann stated that he will look into the website question.

Ms. Wirth stated that the Old Town Historic District is holding a Labor Day picnic and it would be a good opportunity for a display. Mr. Benson asked whether this would be mentioned in the District's newsletter. Ms. Wirth stated that the timing of the newsletter is tied to the annual meeting and the Labor Day picnic. She stated that the deadline for placing items in the District's newsletter was the end of last week but possibly something could still be added. Mr. Diekmann stated that he feels that a short article about the Update should be placed in the District newsletter.

COMMISSION COMMENTS:

Ms. Wirth stated that she forwarded the Commission an email regarding CLG grant opportunities for their review. She indicated that the deadline is fast approaching.

Ms. Wirth stated that this is her last meeting and she will be moving out of the District. Mr. Diekmann stated that he hasn't received a confirmation from the mayor as yet.

STAFF COMMENTS:

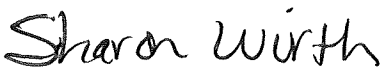
Mr. Anderson stated that he will be attending the National Alliance of Preservation Commissions conference in Philadelphia on Wednesday.

MOTION TO ADJOURN:

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

VOTE ON MOTION: 4 - 0 (PASSED UNANIMOUSLY.)

The meeting adjourned at 8:07 p.m.


Sharon Wirth, Chairperson
Historic Preservation Commission


Lorrie Banks, Recording Secretary
Department of Planning & Housing