

**MINUTES  
CITY OF AMES  
HISTORIC PRESERVATION COMMISSION**

Date: January 13, 2020	Peter Hallock, Chairperson	2021
	Ted Grevstad-Nordbrock, Vice-Chair	2022
Call to Order: 6:00PM	Lisa Hovis	2021
Place: Ames City Hall Council Chambers	Edith Hunter	2020
	Barry Snell	2020
Adjournment: 7:48PM.	Susan Minks	2021

[\*Absent]

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

APPROVAL OF AGENDA:

MOTION: (Snell /Minks) to approve the Agenda for the meeting of January 13, 2020.

*MOTION PASSED: (6-0)*

APPROVAL OF THE MINUTES OF THE MEETING OF December 9, 2019:

MOTION: (Minks /Hunter) to approve the Minutes of the meeting of December 9, 2019.

*MOTION PASSED: (6-0)*

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PUBLIC FORUM: There were no public comments.

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**REVIEW OF THE AMES COMPREHENSIVE HISTORIC PRESERVATION PLAN**

Peter Hallock, Chair, opened the meeting by saying the Commission would pick up their review of the Historic Preservation plan with goal number four. He said the goal was to educate the public on the value of historic preservation. Objective A included raising awareness of Historic Preservation, and creating a list of archival materials and their location. Mr. Hallock inquired what the status was on those items.

Ray Anderson, City Planner, replied that the Historical Museum archives those types of things. He said the City has surveys and files with certificates of appropriateness, but a list does not exist. He said the Historic Museum has more resources than the Historic Preservation Commission has available.

Mr. Hallock commented there still might be a reason to create, so people can know where to go to find things. He said he thought it was still appropriate to keep in the plan, and asked the Commission members if they had any comments.

Lisa Hovis, Commission Member, asked if the list is in regards to where to find materials such as windows or masonry items.

Mr. Hallock replied he thought archival means records of the process, not a supplier listing.

Susan Minks, Commission Member, commented that some items may be at the Historical Museum, some could be at Iowa State University, and some could be at the City of Ames. She suggested the Commission could make a list that details where certain items are located.

Ted Grevstad-Nordbrock, Vice-Chair, commented that to him, archival materials is referring to how to get a house listed etc.

Further discussion took place amongst the Commission members as to how to define archival.

Mr. Hallock said that Objective B described developing tour brochures that identify homes and worksites of notable Ames Residents.

Mr. Grevstad-Nordbrock asked who is offering walking tours.

Mr. Anderson replied the neighborhoods offer those.

Mr. Hallock commented that the Historic Preservation Commission has done lectures and workshops in the past, as well as co-sponsored downtown walking tours. He noted the Old Town walking tour receives funding through the Ames Convention and Visitors Bureau.

Ms. Minks stated that those things sound more like actions of the Historical Museum. She asked if they were happening in 2009 when the plan was put in place.

Mr. Hallock replied he was unsure if the City was to be funding the Historical Museum to accomplish those goals. He went on to say he believes that is something the Historical Society would do and the Historic Preservation Commission.

Ms. Minks asked if the goal is to educate and promote preservation is there something they can do.

Mr. Grevstad-Nordbrock suggested the Commission leave the promotion on history to the Historical Museum. He said he the Commission could try to break down the objectives and goals and think clearly about what the Commission does. He said he thought the Commission should come up with achievable goals instead of talking broadly about generating interest in history.

Mr. Hallock commented since they were not coming up with anything, to come back to this item later.

Mr. Hallock brought up Objective C, which is to utilize the website as an online presence. The first Action Step is to maintain a computerized list of survey materials for City Planning staff and others to use in a consulting process. Mr. Hallock said within the last year the website was improved. He commented some survey materials would be appropriate for a section of the website, or a section that detailed where to find them.

Mr. Hallock said the second Action Step was to develop an online instruction sheet to explain the correct method to record information concerning historic properties and an online form for that information. He commented that it sounded like how to do a site sheet. He asked how the other Commission members felt about the website going to that level. He asked if they thought the Commission should encourage people to work with city staff.

Edith Hunter, Commission Member, asked if this would be for a homeowner to submit information for their home that not listed as a survey.

Mr. Grevstad-Nordbrock commented his interpretation is the step is about how homeowners can list information about their property, and where to go to do that. He went on to say he thought

the step needs re-worded and distill the action steps down to one. He suggested using the website to educate the population on the benefits of designation and leave it at that.

Mr. Hallock went on to the next action step, which was to provide information concerning grants in-aid and other funding sources for Historic Preservation. He said the website does address the issue, but he did not know if it as fully addressed as was anticipated in the plan.

Mr. Grevstad-Nordbrock said that for many people they are most interested in financial incentives. He said there is a way the Commission could/should promote incentives to help preserve historic buildings in Ames.

Mr. Hallock said the last action step in goal four is gather historic preservation information and resource materials and provide public access for their use. He said the goal was met and is ongoing.

Mr. Hallock went on to Objective D, which is to facilitate dissemination of Historic preservation information.

Mr. Anderson and Mr. Grevstad-Nordbrock suggested they strike that, as it is addressed under Objective C.

Mr. Hallock went on to goal five, which is to facilitate and strengthen preservation partnerships among municipal, county, state and federal government agencies, including Iowa State University, Ames Historical Society, and the local school districts.

Mr. Hallock said Objective A was to open communication channels among interested parties to identify common interests, concerns, to explore areas of mutual benefit, and to share historical data and research.

Mr. Hallock said the Commission works at a local level with the Historical Society and Iowa State University. He said he believes going to the forum conferences would be working with other Historic Preservation Commissions in Iowa or the nation.

Mr. Grevstad-Nordbrock commented he would be inclined to expand groups to facilitate to include developers. He said developers can decide if a building stays or not and collaborating with them could be crucial.

Mr. Hallock said the second action step under goal 5 is to have an annual joint session with the Planning and Zoning Commission to review authority and procedures.

Mr. Anderson commented they met one time but it had been awhile. Meeting with the City Council is a high priority, since they have direct authority over the HPC.

Mr. Hallock suggested that the annual joint session should be on a case-by-case basis rather than annually. He also suggested the Commission add an action step for annual meeting with City Council since they will be downgrading with Planning and Zoning.

Mr. Hallock said the next action step is to encourage county, state, and federal agencies to collaborate, encourage preservation of Ames, and increase public awareness. Way it is worded; partnering is to increase public awareness of the history. He said it seems like that puts a narrow focus on the partnering. He suggested they strike increase public awareness of history on action step 3.

Mr. Hallock went on to the fourth action step, which is to utilize resources through the Iowa Main Street program.

Mr. Grevstad-Nordbrock said he was okay with the step, since it is a great resource.

Mr. Hallock read the next action step, which is to communicate with Iowa State University regarding historical resources in community.

Mr. Grevstad-Nordbrock suggested they use the word collaborate, since there is always room for more collaboration.

Mr. Hallock went on to the next action step, which is to collaborate with other Iowa communities and interested parties to establish a Lincoln Highway historic conservation corridor across the State of Iowa. Mr. Hallock said that had been done and the goal would be to maintain it, rather than establish it.

Mr. Grevstad-Nordbrock commented the Commission could promote Lincoln Highway and resources, and other related items that could be significant.

Mr. Hallock said the next action step was to collaborate with Iowa State University to maintain historical character of Campustown while developing it.

Mr. Grevstad-Nordbrock said he thought that should be stricken.

Mr. Hallock asked the Commission what they felt should be said about Campustown. He suggested they could promote the remaining aspects of the historical features that are there.

Mr. Hallock went on to Objective B, which was about timely notification and review for proposed re-use, rehabilitation, or demolition of historic resources

Mr. Anderson said that action step is in place. He said the demo application starts the process.

Mr. Grevstad-Nordbrock commented that if the Historic Preservation Commission wants to have a heavier hand, they could request to see those applications, as well as ones identified in the surveys.

Mr. Hallock said this item could be looked at more.

Mr. Grevstad-Nordbrock commented that an old fraternity was demolished in Campustown. It was identified as potentially historic. He said that could come to the Commission and they could discuss if there would be any adverse effect on property to demolish it. He said they currently do not have that process. He said he did not know, if at this point they wanted to go down that road.

Mr. Hallock replied that it does not say it is an approval process or that it involves the Historic Preservation Commission.

Mr. Anderson commented that when a developer comes to the City Council, they have to prove their case.

Mr. Grevstad-Nordbrock said they could add an action step to explore ways the Historic Preservation Commission could be involved in the review of potentially eligible historic properties in Ames. He said it would be something they could explore.

Mr. Hallock: Somehow, their needs to be notification of where the triggering step would be.

Mr. Grevstad-Nordbrock: In any of the goals, do they call out specifically to do new surveys or redo old ones?

Mr. Hallock replied it did not.

Mr. Grevstad-Nordbrock said they could potentially add an action step whereby the Commission would encourage the City to use crowd source data to solicit information from members of the public, rather than getting it directly from consultants.

Mr. Hallock went on to Objective C, which is to integrate the Historic Preservation Plan with other priorities of City Council. He said the first action step is to review the Ames Comprehensive Historic Preservation Plan no more than once each year. Mr. Hallock said that is what they are accomplishing now, since it has been 10 years since the last review.

Mr. Hallock went on to the second action step, which is to obtain approval from the City Counsel for priorities determined by the Commission following each review of the Ames Comprehensive Historic Preservation Plan Report. Mr. Hallock said he assumed anything they come up with does go back to Council and it seems to state where the authority is.

Mr. Hallock went on to goal 6, which is to promote the economic development and vitality of the City through Historical Preservation. He said Objective A has two steps. He said they were to develop criteria to determine which type of new development projects should be assessed, and to develop an assessment process. .

Mr. Grevstad-Nordbrock commented that there is no shortage of research out there. He said he did not know if the City of Ames needs another one. He commented he does not know if the Historic Preservation Commission needs to be assessing and developing that process.

Mr. Grevstad-Nordbrock suggested they could say benefits through heritage tourism, which would be more of a citywide thing. He inquired if the City of Ames Planning Department has engaged in activities that capture preservation work, but was broader than just preservation.

Mr. Anderson replied that he could not think of a case where they got into it to that degree.

Mr. Grevstad-Nordbrock said he thought what the step was regarding was how they are promoting Ames to attract new residents and ways of retaining students and businesses. He commented that the Commission might need to come back to this topic.

Mr. Hallock commented that Objective A does not fit that well. He said Objective B is to encourage the use and adaptive reuse of public and private buildings. He said the first action step is to work with the Main Street Cultural District and Main Street Iowa to maintain the historic character of Downtown Ames while encouraging its development. He said the second action step is to develop and design pattern books to illustrate how design guidelines can be applied. He said the third action step is to display notable adaptable reuse projects through the media, and the last action step is to consider Campustown as a potential candidate for the Urban Neighborhood Main Street District program of Main Street Iowa.

Mr. Hallock noted that he was not sure what adapted design guidelines meant in the second action step.

Mr. Grevstad-Nordbrock replied he thought that meant they have designers that go out to communities to show how the physical fabric could be enhanced, and design some templates.

Mr. Hallock said he did not think action step two is related to Main Street or Downtown.

Mr. Grevstad-Nordbrock said he would be inclined to strike the second action step for goal six.

Ms. Hovis said they needed to change the wording to Ames Main Street throughout the document, since it is no longer called the Cultural District.

Mr. Hallock said the last item to consider is the Urban Neighborhood Main Street District program for Campustown.

Mr. Grevstad-Nordbrock said he did not think it is a high priority and would suggest to take it out.

Mr. Hallock said Objective C is to explore local incentive opportunities for Historic Preservation. He said the first action step is to continue grant and tax abatement for urban revitalization programs. He suggested there should be a reference to the Façade Grant programs.

Mr. Anderson replied that tax abatement does not apply to historic properties in Ames, and that there are not any local grants available at this time, but there could be at some point.

Mr. Hallock: said Objective D is to provide current information concerning preservation grants and financial incentives. He said the action step is to develop data and links for additional information on the City website, alongside local model projects if available. He went on to say that, movement towards this was accomplished with the rework of the website.

Mr. Hallock said Objective E is to recognize the importance of preservation tourism for Ames and support efforts to promote it. He said the actions step is to encourage interested parties to develop a coordinated strategy for Ames with a role for historic preservation in that effort.

Mr. Grevstad-Nordbrock suggested they change tourism to heritage tourism and maybe add coordinated heritage tourism strategy

Mr. Hallock asked if that had that been addressed in the last 10 years

Mr. Anderson replied it had been only with brochures for Old Town and Downtown.

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#### **DISCUSS PLANS FOR THE 2020 HISTORIC PRESERVATION AWARDS PROGRAM**

Mr. Anderson said if the Commission wants to continue with awards, they should send out a press release, notify neighborhoods, and encourage people to apply. He said that would be the step between now and the next meeting.

Mr. Hallock said the Awards would fit well to show notable examples of Historic Preservation.

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#### **COMMISSION COMMENTS:**

Mr. Hallock said he was looking at a preview of the City Council meeting for tomorrow, and he saw that there was a correspondence with Ames Main Street asking for expansion of the Facade Program. He said he wanted everyone to be aware since he assumed Council would refer it to staff.

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#### **STAFF COMMENTS:**

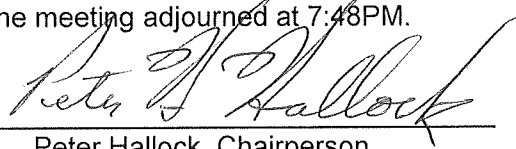
None

MOTION TO ADJOURN:

MOTION: (Snell/Hovis) to adjourn the meeting PM.

*MOTION PASSED: (6-0)*

The meeting adjourned at 7:48PM.

A handwritten signature in black ink, appearing to read "Peter Hallock", written over a horizontal line.

Peter Hallock, Chairperson  
Historic Preservation Commission

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Laura Colebrooke, Recording Secretary  
Department of Planning & Housing

