

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: July 12, 2021	Ted Grevstad-Nordbrock	2022
	Edith Hunter*	2023
Call to Order: 6:00PM	Barry Snell*	2023
Place: Council Chambers	Susan Minks	2024
	Angie Kolz	2024
Adjournment: 7:09PM.	Mary Jo Winder	2024
	Matt Oakley	2023

[*Absent]

CALL TO ORDER: Ted Grevstad-Nordbrock called the meeting to order at 6:00 PM.

APPROVAL OF AGENDA:

MOTION: (Winder /Minks) to approve the Agenda for the meeting of July 12, 2021.

MOTION PASSED: (5-0)

APPROVAL OF THE MINUTES OF THE MEETING OF JUNE 14, 2021:

MOTION: (Kolz/Minks) to approve the Minutes of the meeting of June 14, 2021.

MOTION PASSED: (5-0)

PUBLIC FORUM: There were no public comments.

CONTINUED DISCUSSION OF AWARD CATEGORIES FOR THE ANNUAL HISTORIC PRESERVATION AWARD PROGRAM

Eloise Sahlstrom, City Planner, introduced the item. At the conclusion of the last meeting, the Commission discussed trying to collapse some of the categories to make things simpler. Having things conveyed clearly was important, since there was a variety of people applying for the awards. At the last meeting, she asked if the Commission would submit ideas for their preferred wording. Ms. Sahlstrom said she wanted to mention that the existing awards program is not broken, and it doesn't need to be thrown out, but there is room for improvement.

Ted Grevstad-Nordbrock, Commission Chair, asked if everyone had a chance to review proposed changes he had sent out. He noted the proposed changes are just ideas, and he is open to any suggestions. He said he thought it would have more impact for the public to change a few things.

Angie Kolz, Commission Member, asked about the three award categories that were proposed last time. She commented the new proposal had five or six categories. She asked Mr. Grevstad-Nordbrock what his intent was on combining the categories.

Mr. Grevstad-Nordbrock discussed the categories he had included in his attachment. He went over the proposed categories in detail. He said some categories involved editing the language to make it easier to understand. He noted that the category "Structural Awards" should change to "Building Awards."

Mary Jo Winder, Commission Member, asked if they could use the wording "Historic Resource Award." Mr. Grevstad-Nordbrock questioned if the public would know what that meant. Ms. Winder said she thought the public would know.

Matt Oakley, Commission Member, asked if they could put the description for each award category with the award title to add clarity.

Susan Minks, Commission Member, said she leaned towards "Cultural Resources" to get a broader range of applications.

Ms. Sahlstrom suggested the Commission determine if past awards would fit under the new proposed categories to make sure people wouldn't end up getting excluded. Ms. Sahlstrom listed the past awardees for "Adaptive Reuse."

Mr. Grevstad-Nordbrock asked about the award titles. He suggested they change "Historic Rehabilitation" to "Renewing the Past" award. He changed "Restoration" to "Crown Jewel of Ames" award. He suggested they change "Historic Preservation" to "Keeping the Past Alive." He has seen the awards used in other cities.

Ms. Sahlstrom commented that the wording "non-historic" sounds current and modern. She said there was validity of having projects that remained true to the Department of the Interior. She asked if one of the categories included that. Mr. Grevstad-Nordbrock said one of the categories already included wording in them to provide for that. He said he wanted to eliminate projects that were five to twenty years old.

Ms. Winder said it seems like a good award would be a "Compatibility" award. She noted "Architectural Compatibility" could be changed to "Sensitive New Design" award. Ms. Winder stated that it could include new additions to an existing building or new construction that is architecturally compatible.

Ms. Sahlstrom said "Sensitive New Design" sounded like it would be brand new. She said she likes the description in Mr. Grevstad-Nordbrock proposal. Ms. Winder commented she likes the use of the word "compatible" to educate people on what that is.

Mr. Grevstad-Nordbrock said they can return to the titles of the awards at the next meeting. He said the Commission needed to vote on eliminating "Adaptive Reuse Category Number 4."

MOTION: (Oakley/Winder) to eliminate the "Adaptive Reuse Category Number 4."

MOTION PASSED: (5-0)

DISCUSSION OF POSSIBILITIES FOR CERTIFIED LOCAL GOVERNMENT (CLG) GRANTS

Mr. Grevstad-Nordbrock said he met with Ms. Winder and Ms. Minks last week regarding the drafting of a Certified Local Government (CLG) grant.

Ms. Winder went over the attachment she had provided to the Commission. The project would be to complete an intensive level survey of 225 residential properties that are potentially future historic districts. She explained that it would meet Secretary of the Interior's qualifications. She went over the timeline for preparing and submitting the CLG grant. The mayor would need to sign the application for it to be submitted to the Iowa State Historic Preservation Office.

Ms. Winder said she would be writing the grant and asked what staff would be able to contribute. She said any time a member would contribute that would count as "in-kind" towards the match. Ms. Winder suggested the Planning Department work on mapping for the project.

Ms. Sahlstrom asked if the contributing and non-contributing designation would be determined by the students and put into a map. Ms. Winder asked if the city could do a cash match. Mr. Anderson said some applications require a preliminary review by the State Office. Ms. Winder said the date was August 13th for the draft application.

Matt Oakley asked if we do not get the financial contribution from City Council if we would no longer pursue a grant. Ms. Winder said she believes we could continue with the grant. If we could get the money, it would give us an opportunity to produce a brochure about the survey.

Mr. Grevstad-Nordbrock said when the three of them talked they noted it would be important to follow up the survey with materials for the homeowners who would be eligible for the State Tax Credit. Mr. Grevstad-Nordbrock said the first thing done in preservation is to have a survey to see what is eligible. Ms. Winder talked about why certain areas were selected.

Mr. Grevstad-Nordbrock said the new districts would be a good direction to go and would have a lot of integrity. He asked if the City Planners thought they were good choices. Mr. Anderson said it is an area that has a unique character and that there is justification for doing a survey. Mr. Anderson asked how long they would have to complete the survey. Ms. Winder said she thought it was 10 months. Mr. Anderson said the students would have to be very committed to the work to get everything done in time.

The Commission discussed the other requirements for the grant application.

Ms. Sahlstrom asked if there is much subjectivity involved with analysis of the data and development of the forms for the survey. Ms. Winder said objectivity is assured if the students performing the work have the right training. She noted when they do inventory forms, they are doing an evaluation. She said it is objective and that there are guidelines in place, but some subjectivity is involved.

Ms. Sahlstrom asked how they determined how much time the survey will take. Ms. Winder said that comes from the experience of doing the forms for other projects. She said it depends on the student doing the research. The form can be completed quickly along with photographs, looking at County records, and writing the description. Ms. Sahlstrom asked if they would limit the number

of students that work on the survey. Ms. Winder said she thought 2 or 3 students could complete the work.

Ms. Winder noted that the students pay would have to come from the city, and they would be reimbursed later by grant funding once the project is complete. Discussion ensued on how to get the students paid. Mr. Anderson said they would need to check with the other City Departments. Ms. Sahlstrom said there was concern about the size of the project in the Planning Department and the fact that they are not familiar with the process. She said the funding is not in the budget so that could be a problem.

Ms. Winder said they could scale it back and do half the number of properties now and do another phase next year.

DISCUSSION OF OFFERING OF EDUCATIONAL SESSION FOR DOWNTOWN PROPERTY AND BUSINESS OWNER

Ms. Kolz said she suggested having a short session in gaining interest in the program and having a second one later about financial incentive. She said she felt that a short one-hour session on a Tuesday or Wednesday night would be beneficial to promote new district downtown and incentives for tax credit. Mr. Grevstad-Nordbrock said he thought only two properties used the credit.

Mr. Grevstad-Nordbrock said they had mentioned September 8th as a possible date to have an expert come in and walk through a property about the benefits. He suggested they have Steve Wilke Shapiro do a presentation. He suggested doing a Question-and-Answer time and having a sign up available for people to request additional information.

Mr. Grevstad-Nordbrock asked how the Commission would decide on what building to tour, and how to reach out to an owner to host the walk through.

Ms. Sahlstrom said she could get them ideas and get back to the Commission.

Mr. Grevstad-Nordbrock said they would need to promote this and focus on business owners and reach out to the Main Street program.

COMMISSION COMMENTS:

There were no comments, at this time.

STAFF COMMENTS

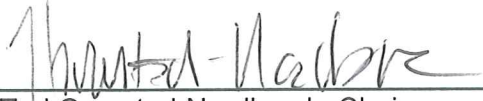
There were no comments, at this time.

MOTION TO ADJOURN:

MOTION: (Minks/Winder) to adjourn the meeting at 7:09PM.

MOTION PASSED: (5-0)

The meeting adjourned at 7:09PM.

A handwritten signature in black ink, appearing to read "Ted Grevstad-Nordbrock", written over a horizontal line.

Ted Grevstad-Nordbrock, Chairperson
Historic Preservation Commission

A handwritten signature in blue ink, appearing to read "Laura Colebrooke", written over a horizontal line.

Laura Colebrooke, Recording Secretary
Department of Planning & Housing