

**MINUTES  
CITY OF AMES  
HISTORIC PRESERVATION COMMISSION**

Date: March 22, 2023	Edith Hunter	2023
	Susan Minks	2024
Call to Order: 6:00PM	Angie Kolz	2024
Place: Council Chambers	Mary Jo Winder	2024
	Matt Oakley*	2023
Adjournment: 7:00PM	Jesse David Chariton	2023

[\*Absent]

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

APPROVAL OF AGENDA:

MOTION: (Winder/Kolz) to approve the agenda for the meeting of March 22, 2023.

*MOTION PASSED: (5-0)*

APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 13, 2023:

MOTION: (Hunter/Winder) to approve the Minutes of the meeting of February 13, 2023.

*MOTION PASSED: (5-0)*

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PUBLIC FORUM:

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**UPDATE ON CHAPTER 31 RECOMMENDATIONS**

Ms. Minks deferred to Ms. Winder on this item. Ms. Winder asked Mr. Anderson if he had any comments on the wording.

Mr. Anderson said the proposed revision for 31.10 that says, "shall consider the design criteria", is a change from what is in place now. The Design Criteria are requirements and in item 4 under 31.10 it says, "shall apply the design guidelines and the design criteria which shall apply only to the particular Historic District." He noted the wording in items 3 and 4 would need to be changed to "shall consider" to give the Commission the option of how to apply it and to stay consistent. If only one item was changed the wording would be inconsistent. Mr. Anderson commented the Commission could choose to not revise the wording.

Ms. Winder asked if wording changed in item 31.14 if the residents in the district should be notified since that was specific to Old Town. Mr. Anderson said that was a good question and he would investigate that. Ms. Winder agreed with having the language say “shall consider” to convey it is not mandatory. She thought adhering to the Secretary of the Interior Standards would be acceptable and using the word “considering” with the guidelines to allow flexibility. Ms. Winder said there needs to be flexibility in the Design Guidelines, but the Secretary of the Interior Standards would be goals to be achieved.

Ms. Minks asked if an explanatory paragraph needed to go along with the recommendation.

Mr. Chariton commented if the ordinance was clear enough that would not be necessary.

Ms. Winder mentioned she checked the websites for the City of Dubuque, Iowa City and Des Moines regarding their regulations for new construction for Historic Preservation. She noted the procedures that were in place in the noted cities. The Iowa City code references their Design Guidelines as a separate document, and she suggested the City of Ames do the same. Ms. Winder noted the design criteria by style was not listed in those cities and it was unique that Ames does.

Mr. Anderson discussed item 31.10 regarding wording of a “landmark or historic district” instead of “landmark or landmark district.” Ms. Winder agreed with the change suggested by Mr. Anderson.

Ms. Winder said she thought the Certificate of Appropriateness and definitions section needs the most attention and were the areas that the Commission had the most concerns on. She is interested in exploring whether the Design Guidelines must be part of the Municipal Code, or if they could be a separate document referenced in the Code. Ms. Winder also believes there are inaccuracies in the Design Guidelines.

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## **SELECT AWARDEES FOR THE 2023 HISTORIC PRESERVATION AWARDS PROGRAM**

Ms. Minks said the first nominee is for 320 9<sup>th</sup> Street. Ms. Hunter submitted the nomination and described that the house originally had a front porch facing 9<sup>th</sup> Street and it was removed in approximately 1922. The owner wanted to restore the front porch consistent with the Queen Anne architectural style. Pictures of the property were displayed on the screen. The porch restoration is being nominated under the awards category of “Crown Jewel of Ames.” Ms. Hunter said she spoke with the former Commission Chairperson about which would be the most appropriate awards category for the porch restoration.

Ms. Winder stated she did not agree because she felt a restoration would entail having a historic photo of the porch and replicating the porch to match the photo. She felt this nomination fell under the Rehabilitation category. Ms. Winder referenced the Secretary of the Interior Standards but did say the City of Ames standards were fine. Ms. Minks supports the proposed awards category for the nomination, as submitted.

MOTION: to approve 320 9<sup>th</sup> Street for the award for “Crown Jewel of Ames (Restoration)”.

*MOTION PASSED: (5-0)*

The second nomination was for 410 Douglas sent in by the Ames History Museum. Ms. Winder said this was a posthumous award and described the improvements Dennis Jones made to the Pantorium. Ms. Minks said the nomination was in the category of Significant Achievement in Historic Preservation.

MOTION: (Hunter/Chariton) to approve the award for Dennis Jones for "Significant Achievement in Historic Preservation".

*MOTION PASSED: (5-0)*

The third nomination was for 412 Burnett/330 5<sup>th</sup> Street for the category of Renewing the Past. Ms. Winder discussed the details of the nomination and noted the buildings changed use in the 1960's.

Mr. Anderson showed the nomination on the screen that included the before and after photos.

Mr. Chariton asked what business was using the space currently. Ms. Winder said the owner is working on locating a tenant.

MOTION: (Hunter/Kolz) to approve the award for 412 Burnett/330 5<sup>th</sup> Street for "Renewing the Past (Rehabilitation)".

*MOTION PASSED: (5-0)*

The Commission received a nomination for 721 Douglas Avenue for Architecturally Compatible New Additions or Structures. Ms. Kolz described the property, and the nomination is for the new garage. The garage considered a lot of details of the area but made it work for modern vehicles. Pictures were displayed on the screen.

MOTION: (Hunter /Kolz) to approve the award for 721 Douglas Avenue for "Architecturally Compatible New Additions or Structures".

*MOTION PASSED: (5-0)*

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#### COMMISSION COMMENTS:

Ms. Chariton said this is his last meeting and thanked the Commission. Ms. Hunter said after six years on the Commission, this is her last meeting as well.

Ms. Minks asked if the Commission needs to recommend going to the state meeting. Mr. Anderson said the Commission may send an email inquiring who would like to attend.

Ms. Hunter said for 515 Week the Historic Preservation Commission's History Walk was switched to Thursday, May 18<sup>th</sup>. Ms. Hunter noted she will be out of town at that time. She commented that another Commission member will need to take over as the contact for this project. Ms. Hunter detailed her ideas for the event. Ms. Winder asked if there was a place to

recognize the Historic Preservation Award winners at the event. Ms. Hunter said the Commission could have tables or displays for those. Ms. Minks suggested the Commission could also provide information on walking tours, the Chautauqua Park Survey, etc.

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#### STAFF COMMENTS

Mr. Anderson thanked Ms. Hunter and Mr. Chariton for their work on the Commission. He said there will be a Historic Preservation proclamation for May at last meeting in April. The Chairperson of the Commission will receive the proclamation from Mayor Haila. Award plaques will be presented by Mayor Haila to the awardees that same evening.

#### MOTION TO ADJOURN:

MOTION: (Chariton/Hunter) to adjourn the meeting.

*MOTION PASSED: (5-0)*

The meeting adjourned at 7:00PM.

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Susan Minks, Chairperson  
Historic Preservation Commission

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Laura Colebrooke, Recording Secretary  
Department of Planning & Housing