

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: December 9th, 2024	Scott Huffman	2026
	Melissa Goodwin	2026
Call to Order: 6:00 PM	Robert Ewald	2026
Place: Council Chambers	Michael Murphy	2025
	William Walker*	2027
Adjournment: 7:08PM	Dévon Lewis*	2027
	Kate Gregory	2027

[*Absent]

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

APPROVAL OF AGENDA:

MOTION: (Murphy/Gregory) to approve the agenda for the meeting of December 9, 2024.

MOTION PASSED: (5-0)

APPROVAL OF THE MINUTES OF THE MEETING OF August 12, 2024:

MOTION: (Huffman/Goodwin) to approve the Minutes of the meeting of August 12, 2024.

MOTION PASSED: (5-0)

PUBLIC FORUM:

David Carter of 709 Douglas Avenue distributed a printout to the Commission to accompany his remarks. Mr. Carter stated he is concerned about the Powers and Duties of the Commission and referenced Chapter 29 of the Municipal Code. He specifically mentioned section 29.1102 which pertains to the purpose of the Historic Preservation Overlay. Mr. Carter read this section aloud which states:

Sec. 29.1102. "O-H" HISTORIC PRESERVATION OVERLAY.

(1) **Purpose.** The Historic Preservation Overlay (O-H) Zone is intended to recognize the establishment of the City's local Historic Districts (see Section 31.1 et seq. of the Municipal Code) and to promote the public interest in having the full and informed participation of the City's Historic Preservation Commission in the hearing of zoning applications potentially affecting the City's historic resources. To fully meet this objective, the Historic Preservation Overlay Zone may include properties that are proximate to, but not within, one of the Historic Districts established by the Municipal Code. The procedures established by this Section are intended to ensure that the City's Historic Preservation Commission is specifically notified of all applications before the Planning and Zoning Commission or the Zoning Board of Adjustment respecting property within or proximate to the City's local Historic Districts.

Mr. Carter went on to say a proposed Zoning Text Amendment to Allow Social Service Providers in the Single-Family Conservation Overlay (O-SFC) Zoning District went to the Planning and Zoning Commission on September 4, 2024. The proposed Text Amendment encompasses the Historic District and was advanced to City Council without first being reviewed by the Historic Preservation Commission. City Staff has drafted an ordinance to add additional use to the overlay and the first reading will be at the December 10, 2024, meeting of the City Council.

Mr. Carter stated he has filed an appeal regarding the response from the Director of the Planning & Housing Department on his concern. In his response, the Director of Planning and Housing stated Sec. 29.1102 of the Municipal Code does not apply to general Zoning Text Amendments.

Mr. Carter stated he would gladly answer any questions the Commission had.

Kate Gregory, Commission Member, questioned why the Director of Planning and Housing said the requirements did not apply. Mr. Carter elaborated he had written to the Director, the City Manager, and City Council to suggest the City Attorney review the aforementioned sections of the Municipal Code. The City Attorney's response stated the Zoning Text Amendment did not affect the Historic District.

Mr. Carter went on to say in recent years, Text Amendments have not been brought to the Historic Preservation Commission. In the early 1990's some re-zoning applications did go to before the HPC. Since that time, Planning & Housing has had a couple different Directors which could have contributed to this change.

Ms. Gregory asked Mr. Carter if any other community members share his concerns. Mr. Carter confirmed there were several people in the Old Town Historic District who are also concerned. A petition was generated by residents of the Historic District with thirty percent of the properties of the district in opposition of the overlay change.

Robert Ewald, Commission Member, asked if the City Legal Department had stated their position on the matter. Mr. Carter replied the Legal Department issued a memo in response and presented it to Council.

Ms. Gregory asked what the process is to address this directly with City Council. Mr. Anderson explained the Zoning Board of Adjustment has to hear the appeal, which will take place in January.

Ms. Gregory asked if they could go to the Council for clarification. Mr. Anderson said they could send communication to City Council asking for clarification.

Mr. Ewald asked what the historical background was to this overlay request. Mr. Carter discussed the social service provider who wanted to expand and found they were not allowed in the district.

Michael Murphy, Commission Member, said he is working on the windows at 702 Clark Avenue, which is the address of the property the social service provider wishes to occupy. Mr. Murphy detailed the work has done and his oversight of the project to ensure Historic Preservation requirements were met. Mr. Murphy said he will recuse himself from the issue if there is a vote regarding the matter.

Shellie Orngard of 928 Burnett Avenue stated she is not technically part of the Old Town District; however, this topic has been important to her neighborhood. Ms. Orngard appreciates the home is being restored and efforts made in a historically sensitive way. If door was made to be ADA complaint it seems it would affect the look from the outside. She was not part of the discussion as Mr. Carter was but is aware of the original motivations of the residents who wanted to establish it as a historic district. Over the years the recognition of the Historic District and overlay has been forgotten. Ms. Orngard hopes through these kinds of discussions show how important the historic aspect of the community is. Ms. Orngard stated it is vitally important to preserve and protect the historic buildings Ames has.

Ms. Gregory asked 702 Clark Avenue would be only house in the district that would have a change of use. Ms. Orngard gave a history of Social Service providers who have been in the area before the Single-Family Overlay existed. Those providers were allowed to continue but other entities who are social service providers exists but have not registered with the City as such. Ms. Orngard felt there are more providers in the area than may be allowed.

CLG ANNUAL REPORT-2024 SUCCESSES & CHALLENGES & 2025 WORK PLAN

Ray Anderson, Planner for the City of Ames, and Staff Liaison to the Commission, explained the Commission does not need to go through the whole report. They need to discuss the work plan from 2024 regarding what went well and what they wanted to accomplish. They also need to discuss what they would like to accomplish in the 2025 work plan.

Mr. Anderson gave a review of what a Certified Local Government (CLG) is. CLG makes the City eligible for funding through State and Federal preservation grants. To be a Certified Local Government, the City has to submit an annual report each year to the State Historic Preservation office. Mr. Anderson displayed the report on the screen and explained the various elements. He gave examples of successes from last year's report, such as creating the National Register nomination for the Chautauqua Park & Ridgewood subdivisions.

The goals and objectives in the work plan are from the Comprehensive Historic Preservation Plan. Mr. Anderson Listed items from the 2024 work plan that were and were not pursued. Dévon Lewis and Mr. Anderson attended the Preserve Iowa Summit in 2024. The Commission also gave two Historic Preservation Awards. Typically, the awards are presented in May and selected by the Commission. Nominations for the awards are accepted in February.

Mr. Anderson stated the Commission composes the work plan and Planning staff finalizes. It then goes along with the annual report to Council for approval.

The Commission then discussed what to include in the 2025 Work Plan. Mr. Huffman commented many of items from 2024 will carry forward. He suggested removing enrolling in National Alliance Membership and keeping the goal of finding someone to speak to the community about Tax Credits, as well as funding for training of Commission Members, and attending the Preserve Iowa Summit. Mr. Huffman also suggested the Commission keep the Historic Preservation Awards for 2025.

Ms. Gregory questioned if the Commission could incorporate protecting historic resources into Chapter 31 by finding materials that would meet standards and be energy efficient and listing those. The Commission could be proactive in that regard and provide the information to residents. Ms. Gregory asked if that was something the Commission would be interested in. Mr. Huffman stated he was in favor of the idea. He asked Mr. Anderson what the process would be to incorporate such information into Chapter 31.

Mr. Anderson said the Commission would need to communicate with Council via a memo to obtain approval for City Staff to work on the project.

Melissa Goodwin, Commission Member, asked what the intended outcome is for tonight's meeting and what the timeline is for the report and work plan. Mr. Anderson replied he will compile a draft report and work plan from information gathered at this meeting. He will bring those items to the Commission in January to review once more before they go to Council for approval.

Ms. Goodwin asked if next year the proposed Annual Report and Work Plan be presented in November and finalized in December. This would give the Commission additional time to review it and formulate ideas. Mr. Anderson replied Planning Staff often doesn't receive the report from the State until December, but the Commission certainly could talk about the work plan.

Mr. Huffman re-iterated the Commission can make final edits to the Annual Report and the 2025 Work Plan at the Commission's January Meeting.

COMMISSION COMMENTS:

Ms. Gregory referenced Mr. Carter's comments during the Public Forum. She stated the importance of the City following the procedures that are in place for the Historic Preservation Commission. Ms. Gregory asked the other commission members if they felt they should send communication to Council regarding the matter.

Mr. Ewald generally agreed, but felt the Commission needs to obtain more information and a copy of the memo from the Legal Department before proceeding.

Ms. Gregory suggested reminding Council of the notification process and asking for clarification for this specific issue. Mr. Huffman felt the intent of such communication should be to raise awareness that the Municipal Code seems to state the Commission should have been made aware of the proposed Text Amendment but were not notified.

Ms. Goodwin agreed and commented the Commission does not have approval power but should have been made aware of the Text Amendment. Mr. Huffman felt they should have opportunity to express opinion. Mr. Huffman inquired about sending a memo to council and if the Commission needed to vote on it. Mr. Anderson said they could ask a question to council or state their concern.

Mr. Huffman proposed to make a motion the Commission send memo to City Council stating they were made aware tonight about the Text Amendment and have concerns regarding the fact they were not notified prior to the item going to City Council.

MOTION: (Huffman/ Gregory) to send a Memo to City Council stating their concerns and lack of notification regarding the Text Amendment to Allow Social Service Providers in the Single-Family Conservation Overlay (O-SFC) Zoning District.

MOTION PASSED: (4-1) Voting Nay: Murphy

Mr. Huffman will compose a memo and send it to Mr. Anderson.

STAFF COMMENTS

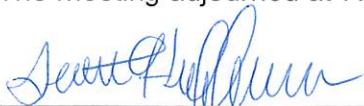
Mr. Anderson gave an update on the National Register nomination for Chautauqua Park and Ridgewood Subdivisions. The Consultant has completed the draft of the nomination. A public meeting was conducted by the Consultant on December 3rd to present the draft and receive input from those in attendance. On December 9th, the draft was submitted to the State Historic Preservation Office (SHPO) for their review and comments.

MOTION TO ADJOURN:

MOTION: (Gregory/Ewald) to adjourn the meeting.

MOTION PASSED: (5-0)

The meeting adjourned at 7:08PM.



Scott Huffman, Chairperson
Historic Preservation Commission



Laura Colebrooke, Recording Secretary
Department of Planning & Housing