



**CITY OF PELLA, IOWA  
HISTORIC PRESERVATION COMMISSION  
TENTATIVE MEETING AGENDA**

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**Monday, March 8, 2021                      5:00 P.M.                      614 Main Street – Public Safety Complex**

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**Due to the COVID-19 pandemic, this meeting will be held electronically**

- To access screensharing and audio, visit <https://join.me/CityofPella>
- To listen to audio only, call 720.650.5050 and enter access code 962-389-622 #

Attendees will have the ability to provide verbal comments during the dedicated public forum. In order to minimize disruption, we ask that you keep your microphones or telephones on mute until you intend to speak.

**A. Call to Order and Roll Call**

**B. Chairperson’s Comments**

1. Approval of tentative agenda

**C. Approval of Minutes**

1. February 8, 2021 meeting

**D. Other Business / Work Session / Public Forum**

1. Discussion of historic district signage
2. Discussion of future potential historic overlay zone locations within the City of Pella
3. Discussion of the Pella Fire Station national registry nomination
4. Discussion of future public education/engagement activities
5. Next meeting date is April 12, 2021

**E. Adjourn**

**MINUTES OF THE CITY OF PELLA  
HISTORIC PRESERVATION COMMISSION  
FEBRUARY 8, 2021**

**CALL TO ORDER AND ROLL CALL**

Chairperson Kermode called the Historic Preservation Commission to order in the Public Safety Complex at 5:07 p.m. Members present were: Don André, Bruce Boertje, Rhonda Kermode, and Lila Turnbull. Staff present: Assistant City Administrator Corey Goodenow and the Deputy City Clerk. Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via conference call. No members of the public joined the conference call.

**APPROVAL OF TENTATIVE AGENDA**

**Motion** by Boertje, second by D. André to approve the tentative agenda. Motion carried 4-0.

**APPROVAL OF MINUTES**

**Motion** by D. André, second by Turnbull to approve the minutes from the January 20, 2021 meeting. Motion carried 4-0.

**NEW BUSINESS**

**Consideration of a Resolution Recognizing and Supporting Friends of the Pella  
Community Center's Initiative and Efforts Related to the Preservation of the Pella  
Community Center**

The City of Pella's Historic Preservation Commission wishes to recognize and support the efforts to preserve and renovate Pella's historic Community Center building, located at 712 Union Street, and constructed in 1916.

Further, this commission wishes to acknowledge and commend the efforts of the non-profit organization Friends of the Pella Community Center for taking the initiative and providing funding to place the building on the National Register of Historic Places, for hiring an architect to provide potential renovation concepts, and for laying the groundwork for fundraising in support of an eventual building renovation.

**Motion** by Boertje, second by D. André to adopt the resolution as presented. Motion carried 4-0.

## **OTHER BUSINESS/WORK SESSION**

### **Pella Fire Station Update**

Kermode shared that if the Pella Fire Station is eligible for placement on the National Register of Historic Places, then the Commission could request a field services consultation by an architect in order to formulate a plan for the Pella Fire Station rehabilitation. She said she will update the Commission as she learns more about this process.

### **Discussion of Future Potential Historic Overlay Zone Locations with the City of Pella**

The Commission discussed potential areas that could be considered for another historic district. Several areas that were brought up for further review included East and West Washington Street, sections of East First, East Second, and East Third Streets, sections of East Franklin Street, sections of Liberty Street, areas near West Market Park, Downtown Pella, North Main Street, and West Columbus Street. Assistant City Administrator Corey Goodenow stated that staff had created a map of historic homes within the City of Pella and that he would bring it to the next Commission meeting. Turnbull suggested focusing on areas with properties that are the most likely to be threatened and need the protection of a historic district.

Kermode stated that reviewing a home's abstract would be a good way to gather information for site inventory forms. D. André stated he would reach out to State Historical Society of Iowa Architectural Historian Sara André to get clarification regarding the requirements for the creation of a historical district.

D. André asked about signage for the City's historic districts. Goodenow said he would review what the Commission had discussed at previous meetings. D. André suggested plywood as an option for budget-friendly sign material.

D. André said he will check with Candace De Penning as a potential individual to fill the Commission's vacancy. The application for appointment to City of Pella's boards and commissions is available on the City of Pella website.

Kermode said that due to the current COVID-19 pandemic, it is unlikely that plans for an Earth Day historic preservation event will proceed this year.

Boertje asked about the status of the City pursuing designation as a Certified Local Government (CLG). Goodenow stated that he would research whether there is an application deadline and what the timeline is for the application process. Boertje agreed to compile some information on potential historic district areas and will send it to Goodenow for distribution to the Commission.

Adjourned at 6:00 p.m.



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THE  
**CITY of PELLA**

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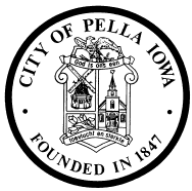
**STAFF MEMO TO THE HISTORIC PRESERVATION COMMISSION**

ITEM NO: D-1  
SUBJECT: Discussion Regarding Historic District Signage  
DATE: Mach 8, 2021

**BACKGROUND:**

At the February 8<sup>th</sup> meeting, there was a request to discuss signage for historic districts. Staff intends to present options that attach to existing street poles.

ATTACHMENTS: None  
REPORT PREPARED BY: City Administration  
REVIEWED BY: Deputy City Clerk



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**STAFF MEMO TO THE HISTORIC PRESERVATION COMMISSION**

ITEM NO: D-2

SUBJECT: Discussion of Future Potential Historic Overlay Zone Locations Within the City of Pella

DATE: Mach 8, 2021

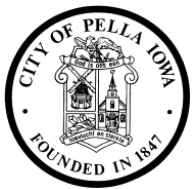
**BACKGROUND:**

Staff will utilize the City's GIS system to display the location of historic properties in order to assist the Commission as they consider future historic districts.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: Deputy City Clerk



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**STAFF MEMO TO THE HISTORIC PRESERVATION COMMISSION**

ITEM NO: D-3

SUBJECT: Discussion of the Pella Fire Station National Registry Nomination

DATE: Mach 8, 2021

**BACKGROUND:**

Chairperson Kermode will provide an update on the Pella Fire Station national registry nomination.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: Deputy City Clerk



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**STAFF MEMO TO THE HISTORIC PRESERVATION COMMISSION**

ITEM NO: D-4  
SUBJECT: Discussion of Future Public Education/Engagement Activities  
DATE: Mach 8, 2021

**BACKGROUND:**

Members of the Commission have indicated they would like to discuss future public education and engagement activities, including the possibility of a panel discussion.

ATTACHMENTS: None  
REPORT PREPARED BY: City Administration  
REVIEWED BY: Deputy City Clerk