

**MINUTES OF THE CITY OF PELLA
HISTORIC PRESERVATION COMMISSION
JUNE 12, 2023**

CALL TO ORDER AND ROLL CALL

Chairperson Kermode called the Historic Preservation Commission (HPC) to order in the Planning and Zoning Office at 5:00 p.m. Members present were: Don André, Bruce Boertje, Lorinda Bradley, Rhonda Kermode, and Lila Turnbull; absent: none. Staff present: Planning and Zoning Director Gerald Buydos and the Deputy City Clerk. No members of the public attended the meeting.

APPROVAL OF TENTATIVE AGENDA

Kermode asked that the HPC change the order of the work session items to discuss item G-3 before item G-2.

Motion by André, second by Boertje to approve the revised agenda. Motion carried 5-0.

APPROVAL OF MINUTES

Motion by Boertje, second by André to approve the minutes from the May 8, 2023 meeting. Motion carried 5-0.

OLD BUSINESS

Consider a Demolition Permit Application for 906 Independence St., Located Within the Collegiate Neighborhood Historic District (Tabled at the March 13, 2023 Meeting)

Central College submitted an application to demolish the building at 906 Independence St. due to extensive damage, which is located within the Collegiate Neighborhood Historic District. The building would be considered a contributing structure and, as such, the building needs to be reviewed under the standards required by code. The application was tabled by the Commission at its March 13, 2023 meeting. Kermode and André met on March 14, 2023, to tour the building so that André and Kermode could see the extent of the damage firsthand and help determine whether approving the demolition permit would be appropriate or whether the structure could reasonably be salvaged. At the April 17, 2023 meeting, the Commission tabled this item until the Central College Board of Trustees had an opportunity to consider the preservation proposal from the Pella Preservation Trust.

Staff reported that the demolition application was withdrawn by the applicant.

NEW BUSINESS

Consider a Proposal Complete an Application Nominating the Historic Fire Station to the National Register of Historic Places

Kermode received a proposal from Jennifer Price, a Historic Preservation Consultant, to prepare an application to nominate the historic fire station to the National Register of Historic Places. The HPC discussed whether to approve this item to move onto City Council for formal adoption.

Boertje reported that he has found a donor that would be willing to contribute \$2,100 towards the \$5,100 total cost.

Motion by Boertje, second by André to move this item forward to City Administration for discussion with Mayor Don DeWaard and then onto City Council for approval, with the understanding that a private citizen has pledged to pay \$2,100 towards the cost of the nomination. Motion carried 5-0.

OTHER BUSINESS/WORK SESSION

Work Session to Discuss the Proposed McClatchey Mill Historic District

The Commission wanted to have further discussion on the formation of a future potential historic overlay zone called the McClatchey Mill Historic District. This proposed district is located between Lincoln Street and Columbus Street and East First Street and East Second Street and would include 39 properties. A letter drafted by Kermode will be sent to the property owners along with the flyer that was created by Boertje.

The Commission questioned whether the properties at 514 Columbus St. and 215 E. 3rd St. are in violation of any property maintenance code items. Staff will look at the properties to see if any action could be taken.

Work Session to Discuss the Certified Local Government Program

Kermode wanted to have further discussion on the Certified Local Government (CLG) program. The Commission reviewed the changes to the Historic District Overlay Zone ordinance that were suggested by the State of Iowa. These changes would need to be made to the ordinance in order for the City to become a CLG. Should the Commission wish to amend the Collegiate Neighborhood Historic District overlay zone ordinance, it would need to follow a public hearing process, like there was to form the district. The Commission directed staff to write the ordinance for the proposed Scholte Garden Historic District to follow the requirements of the CLG program. The Commission also directed staff to begin the process of amending the Historic District Overlay Zone ordinance in order for the City to be eligible to become a CLG.

Work Session to Discuss the Proposed Scholte Garden Historic District

HPC members have directed the Planning and Zoning Department to file an application to form a historic district. The name of the proposed district is the Scholte Garden Historic District, which generally includes properties along Main Street and Broadway Street as the east/west border and properties between Lincoln Street and the alley immediately north of Washington Street as the north/south border.

The HPC approved the application for the historic district on April 17, 2023. The Planning and Zoning Commission is tentatively scheduled to hold a public hearing and to consider this item at their meeting on June 26, 2023. Several of the HPC members plan to attend.

Work Session to Discuss Information to Include on the City of Pella's Historic Preservation Commission Website

Kermode suggested including a link on the HPC webpage to a list of properties in the City of Pella that are on the National Register of Historic Places. The Commission will send a list to staff, who will then post it.

Work Session to Discuss the 2023 Preserve Iowa Summit

Kermode and Bradley attended the 2023 Preserve Iowa Summit in Sioux City, Iowa and reported on their experiences and what they learned. In 2024, the event will be held in Mount Pleasant, Iowa.

Other

Kermode shared with the Commission research she did regarding demolition of homes in historic districts. The Commission questioned whether the building located at 906 Independence St. will eventually be demolished due to neglect, which is not permitted in the Historic District Overlay Zone ordinance. Planning and Zoning Director Gerald Buydos stated he can advise Central College of the ordinance. Kermode said she will speak with Mayor DeWaard about 906 Independence St.

Next Meeting Date

The next HPC meeting is scheduled for July 10, 2023.

Adjourned at 6:24 p.m.