



## Linn County Historic Preservation Commission

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935 Second Street SW • Cedar Rapids, Iowa 52404 • 319-892-5141

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### Minutes June 20, 2018

#### **Members Present**

Maura Pilcher  
Michael LeClere  
Patricia Soukup  
Amanda Happel  
Connie Robinson  
Mary Ottoson  
Brent Harstad

#### **Absent**

Dick Thomas  
Nancy Goodlove

#### **Staff Present**

Les Beck, Director Planning and Development  
Mike Tertinger, Staff Liaison  
Jill Mathey, Staff Recording Secretary

#### **Call to Order**

Chair Maura Pilcher called the meeting to order at 4:00 PM

#### **Public Comment**

None

#### **Announcements / Communication**

Tertinger informed the commissioners, the Board of Supervisors has approved the grant recommendations, and funding letters went out on June 15, 2018.

Tertinger said he received an email from Julie Towe with the Alburnett Historical Society, requesting someone to speak to them on Thursday July 19, 2018, about what it means to be on the National Registry and what the application process is.

Pilcher said she would be available to do a presentation in the morning.

Tertinger said he will try to set it up, and will get back to Pilcher.

Tertinger informed the commissioners that Darrin Gage with the Linn County Board of Supervisors received a call from Stewart-Baxter Funeral Home, requesting information about who manages the Pioneer Cemeteries, and explained that Iowa Code says the board can create a cemetery commission association to manage the cemeteries.

Tertinger said he would keep in touch with Darrin Gage, and update the HPC with any new information.

Tertinger informed the commission that Linn County Communication officer Britt Hutchins did a press release about the HPC grant recipients.

### **Approval of Minutes**

Motion by Soukup second by Robinson, those present voting aye, to approve the minutes of the May 16, 2018 Historic Preservation Commission meeting.

### **Budget**

There were expenditures of \$ 854.05 during May, leaving an operating budget of \$ 10,345.95 There is \$ 0 remaining in the HPC Grant Program budget, as of May 31, 2018.

### **New Business**

#### **July HPC meeting cancellation (Discuss & Decide )**

The commissioners discussed canceling the July meeting and decided to do so, as several of the commissioners will be in DM attending the NAPC forum.

Motion by Robinson second by Happel, those present voting aye, to approve the cancellation of the July 18, 2018 Historic Preservation Commission meeting.

#### **2018 Work Plan**

Pilcher reviewed the updated 2018 Work plan with the group and updated the following items:

Pilcher explained they were unable to send letters to eligible property owners to invite them to the May symposium, and inform them of research done on their properties, because they were not able to get addresses.

Pilcher informed the commission she will be part of a panel discussion, and give a RPI presentation on July 21, 2018, at the NAPC forum in Des Moines.

Thomas, Pilcher and LeClere met with the LC Conservation Board about Wickiup, the board also mentioned Matsell Park as a potential project, but the HPC recommended Wickiup as there is already a lot of documentation and could be completed faster.

Tertinger asked if the CLG grant would come in to play, Pilcher responded yes, they would have to wait until the next year if they want to use the CLG grant.

Tertinger said the CLG grant closes August 31, 2018, and applications would be due by then.

The RPI group will reach out to LCCD Deputy Director Daniel Gibbins, and draft a letter to the LC Conservation Board announcing its intent.

Pilcher asked if anyone had comments about the 2018 grant program, or any suggestions for 2019 grant program. Pilcher said there were some confusion about the point system and applications that were incomplete or incorrect, but said she did not remember this being a problem in previous years, so they would just address this issue with the grant applicants for next year.

Tertinger said there were several issues with accepting electronic submissions this year and suggested that if they do this again next year, they also submit one hard copy.

The group discussed several ideas that included only accepting hard copies, trying to have a training session on how to submit electronically, have the applicant take a hard copy to a copy place and have it scanned.

Tertinger said Planning and Development would discuss and make a decision and will get back to the commission.

Pilcher informed group that the HPC website is on hold until Linn County updates its new logo and their website.

Pilcher said the Kiosk inspections need to be completed and photos/results submitted before the August meeting.

Soukup informed the group that she is working on an educational activity for students and is talking to the Library to see if she can borrow some of their guinea pigs for her project.

Pilcher told the group if anyone had any training opportunities they would like to attend, to let her know.

Pilcher informed the group that our HPC is able to locally landmark things, and can have their own landmark designation.

LeClere informed the commission that he would be giving a presentation titled "Art Doesn't Happen here" at The 6<sup>th</sup> Biennial Grant Wood Symposium "Art in Public." on September 29, 2018 at the University of Iowa in Iowa City Iowa.

Soukup informed the commission about the demolition of the Averill Tudor mansion in Linn County, located at 2497 Ivanhoe Rd. and said she knows of a few more properties and said she has been compiling information on them.

Soukup suggested this is why she feels we need to have a demo permit review for rural Linn County properties, and informed the group that the city of Cedar Rapids has a policy.

Pilcher explained that she helped write that a demolition review policy, but said it does not offer protection, but offers a process and time period to pursue other options, and said there are National Register guidelines to follow.

The commissioners discussed what would be involved in doing this, and discussed working with Planning and Development to write a demolition review policy.

Pilcher said that it would need to go to the Board of Supervisors for approval.

The commission will continue this discussion at the next meeting.

**Next Meeting**

August 15, 2018

**Adjournment** - The meeting adjourned at 5:02 PM

Respectfully submitted,

Approved,

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Jill Mathey, Recording Secretary

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Maura Pilcher, Chair