

Minutes of the Adel Historic Preservation Commission
21 March 2017 at City Hall – 8:00 p.m.

Members Present: Rich Hughes, Deb Christensen, and Vonz Odem. **Absent:** Heith Hockenberry, Tom Hagen. **City:** Anthony Brown.

Chair Rich Hughes called the meeting to order at 8:06 p.m.

Minutes: Minutes from the January (AB) and February 2017 (DEC) meetings were read and approved.

Design Guidelines Planning & Community Involvement: Because funding requests for development of architecturally-designed Guidelines are on hold, Rich suggested that we phase in the Guidelines with a resolution by City Council that would make adherence to the proposed Guidelines voluntary for the time being for building owners engaged in construction projects within the Historic District. This would also allow the commission to determine a procedure for educating building owners and other stakeholders about their buildings' history and place on the National Register until funds can be secured that would allow for the development of an enforceable ordinance. As building permits are requested via Steve Nichols, it was suggested that AHPC would construct some sort of information packet that would help explain building history and Guidelines. Rich has emailed Anthony the Guidelines as they currently exist and Anthony will draft a resolution that could be put before City Council. Anthony will run this past the Mayor and city attorney for approval this month and present it to the AHPC with the hopes that AHPC could then present the finalized version to the Council at the next City Council meeting. The ordinance should require input and a method for providing recommendations by the AHPC. Anthony requested the Commission create a flowchart regarding the mechanics of notifying AHPC when building permits involving properties on the National Register are requested so he can include that in his resolution.

Additional discussion focused on educational and outreach opportunities to local business owners and others. Deb Bengston reportedly approached Brick Street Bakery about hosting a Chamber Chat (coffee/open house) in June. Chamber Chats occur on the morning of the first Friday of the month and provides a speaker to talk briefly on a topic of interest. Rich will ask Deb if AHPC could provide the speaker and/or informational materials at that gathering.

Annual Design Award: The Historic Preservation at Its Best award was discussed. Rich asked RDG about building owners that went above and beyond during the CBDG work, and they concurred that Russell Abstract was deserving of this award. Deb moved and Vonz seconded the motion to award this to Russell Abstract and Title (passed unanimously). Anthony will check on an award certificate.

Annual Historical Report: Rich submitted this to SHPO in February.

Annual Committee Schedule: Rich is working on this.

Historical Trivia Question: Last month's trivia question was about the school bus drivers in the 1930s and 40s. The boys in the senior class provided this service to the school. This month's question is about the Opera House, built in 1909, but no longer in existence.

Other: Rich has a copy of the work that Will Page did on the survey of historic buildings in Adel in 2004, and said he would give the CDs to Anthony. The revised application was done in 2009. All 55 buildings on the square are on the National Historic Register. There was discussion about whether the Commission would want to submit the City Hall, former depot, former library, and museum for inclusion on the National Register. Rich will look at the survey on those four buildings and then check with Paula about this.

The **next regular meeting** of the Adel Historic Preservation Commission will be 18 April 2017 at 8:00 pm at City Hall.

The meeting was adjourned at 9:12 p.m.

Respectfully submitted,
Deb Christensen
AHPC Secretary