



**HISTORIC PRESERVATION COMMISSION  
AGENDA**

**Wednesday, June 3, 2020 - 4:00 PM  
Council Chambers, 2nd Floor, City Hall  
209 Pearl Street**

**1. CALL TO ORDER**

A. To participate in the meeting please join our zoom meeting.

You can join via phone, computer or both. You **MUST** enter your first and last name to be admitted into the meeting

<https://us02web.zoom.us/j/6588922517>

Meeting ID: 658 892 2517

888 475 4499 US Toll-free

877 853 5257 US Toll-free

You **MUST** enter your first and last name to be admitted into the meeting.

**2. ROLL CALL**

**3. ADOPTION OF AGENDA**

**4. APPROVAL OF MINUTES**

**5. PUBLIC HEARING**

A. CASE #HP-20-002

Public hearing on the request of Dusted Charm, represented by Shawn Madden, for exterior design modifications, relative to windows, doors, and signage at 120 West Broadway, located in the 100 Block of West Broadway Historic District.

**1. OTHER BUSINESS**

**2. ADJOURNMENT**

Any questions or concerns regarding this agenda and/or requests for special accommodations at this meeting should be directed to the Community Development Department at (712) 328-4629 or email at [cgibbons@councilbluffs-ia.gov](mailto:cgibbons@councilbluffs-ia.gov).

## Council Communication

Department: Community

Development

Case/Project No.: HP-20-002

CASE #HP-20-002

Council Action: 6/3/2020

Submitted by: Haley Weber, Zoning

Enforcement Officer

### Description

Public hearing on the request of Dusted Charm, represented by Shawn Madden, for exterior design modifications, relative to windows, doors, and signage at 120 West Broadway, located in the 100 Block of West Broadway Historic District.

### Background/Discussion

See attachments.

### Recommendation

### ATTACHMENTS:

Description

Type

Upload Date

CASE #HP-20-002 Staff Report & Attachments

Other

5/28/2020

**TO:** City Historic Preservation Commission

**FROM:** Haley Weber, Zoning Enforcement Officer  
Community Development Department

**RE:** CASE #HP-20-002

**DATE:** June 3, 2020

**APPLICANT:** Dusted Charm, 126 East Broadway, Council Bluffs, IA 51503  
  
Rep: Shawn Madden, 120 West Broadway, Council Bluffs, IA 51503

**OWNER:** Single Track Properties LLC, 1953 Longview Loop, Council Bluffs, IA 51503

**REQUEST:** Historic preservation exterior design review at 120 West Broadway located in the 100 Block of West Broadway Historic District

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#### GENERAL INFORMATION

The Community Development Department has received a request from Dusted Charm, represented by Shawn Madden, for historic preservation exterior design review at 120 West Broadway, located in the 100 Block of West Broadway Historic District. The building is a contributing structure within the district. All exterior modification requests in the 100 Block of West Broadway Historic District must be reviewed by the Historic Preservation Commission (HPC) and issued a Certificate of Appropriateness prior to completion.

The applicant, Dusted Charm, is a clothing boutique store currently located at 126 East Broadway. They are relocating their business to the subject property at 120 West Broadway and are proposing to remodel their building to meet the clothing boutique store's needs. The applicant's letter of intent is included as Attachment 'A'. The interior remodeling work does not require HPC approval. However, as a part of the larger remodel (see Attachment 'B' for the proposed floor plan), the applicant is requesting HPC approval to complete the following exterior modifications:

#### South Façade (facing West Broadway)

- Installation of a new aluminum storefront system on east side of building to match bronze storefront on west side, including new glass, trim, and a front door similar in nature to the adjacent commercial building (118 W. Broadway) (*See Attachment 'C'*)
- Installation of the following signage (*see Attachment 'D'*):
  - (1) 34.9 square foot blade sign
  - (1) vinyl signage on entrance door identifying logo and store hours

#### North Façade (facing the alley)

- Painting the two (2) existing metal doors a bronze color to match with rest of building
- Installation of the following signage (*see Attachment 'D'*):
  - (2) 19.6 square foot wall signs
  - (1) 1.7 square foot "No Parking" sign

*Note: All proposed attached signage will require a sign permit from the City prior to installation. The proposed vinyl door sign and parking sign are considered exempt signage per Section 15.33.080, Exempt Signs of the Council Bluffs Municipal Code (Zoning Ordinance) and do not require a sign permit.*

*The subject property is zoned C-4/Commercial District and is allowed a total maximum amount of signage equal to two times the property's street frontage. The subject property has a total of forty-one (41) linear feet of frontage along West Broadway; therefore, a total maximum of eighty-two (82) square feet of signage is allowed at the subject property. Additionally, the proposed signs are required to meet the maximum allowed threshold for attached signage in the C-4/Commercial District. The proposed attached signage on both facades meet the requirements of Section 15.33.170, Commercial District Signs, for attached signage.*

*The proposed 'blade' sign is considered a projecting sign per the City's zoning ordinance and is subject to the requirements listed in Section 15.33.100(B), Projecting Signs of the Council Bluffs Municipal Code (Zoning Ordinance).*

Attachments:

- Attachment A: Applicant's Letter of Intent
- Attachment B: Proposed Floor Plan
- Attachment C: Adjacent Commercial Building (118 W. Broadway)
- Attachment D: Proposed Signage

All City Departments and local utility providers were notified of the proposed historic preservation design review request. The following comments were received:

Council Bluffs Water Works stated that they have no comments.

MidAmerican Energy stated that they have no concerns with the proposal and noted that the customer of their agents should contact MidAmerican Energy directly for information pertaining to the electric utility service provided to the property.

Council Bluffs Fire Department stated that they have no comments.

Council Bluffs Police Department stated that they have no comments.

Council Bluffs Public Works Department stated that they have no comments.

REVIEW CRITERIA – The Secretary of the Interior's 'Standards for Historic Preservation' are used as the basis for reviewing historic preservation design requests for buildings located within historic districts and buildings designated as local landmarks.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships. *No change to the historic use of the property is proposed with this request as the property has historically been utilized for commercial purposes. The National Register of Historic Places (NRHP) listing for the 100 Block of West Broadway notes this building as a contributing structure within the district. Historically, the property was utilized as a grocery store and more recently was used as a bicycle and fitness store. The proposed clothing boutique will continue the commercial nature of the property. The proposed exterior modifications are not anticipated to alter any distinctive materials, features, spaces, or spatial relationships on the subject property.*

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided. *The proposed exterior modifications, including the installation of new signage, painting of rear doors, and an*

*aluminum storefront system will not adversely impact the historic character of the property. No distinctive materials will be removed and no alteration of distinctive features, spaces or spatial relationships will occur from the proposed exterior modifications stated above.*

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken. *Not applicable.*

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved. *Not applicable.*

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved. *Not applicable.*

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence. *Not applicable.*

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used. *Not applicable.*

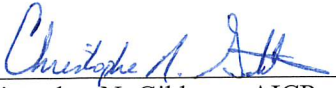
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken. *Not applicable.*

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. *The applicant's request is to install new signage and an aluminum storefront system on the front easternmost entrance including new glass, trim and a front door as well as rear facade improvements including signage and painting of two (2) doors at 120 West Broadway. The subject property is considered a contributing structure in the 100 Block of West Broadway Historic District, however none of the proposed exterior modifications are anticipated to negatively affect the historic integrity of the property or its environment. The applicant intends to install the proposed storefront entrance area in a similar design to that of the adjacent building (118 W. Broadway) in an effort to remain consistent with the historic nature of the district.*

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. *Not applicable.*

**RECOMMENDATION** – The Community Development Department recommends approval of the request for historic preservation design review at 120 West Broadway, relative to exterior modifications on the front and rear facades of the building, including the installation of an aluminum storefront system, including new glass, trim and a front door and signage on the easternmost front façade and painting of doors and installation of signage on the rear facade of 120 West Broadway, and issuance of a Certificate of Appropriateness as the request is generally consistent with the spirit and intent of the Secretary of Interior's 'Standards for Rehabilitation', subject to the following conditions:

1. The applicant shall obtain all required permits from the City of Council Bluffs for the proposed exterior modifications.
2. All signage shall be permitted separately prior to installation.



Christopher N. Gibbons, AICP  
Planning Manager



Haley P. Weber  
Zoning Enforcement Officer

## Attachment A

To Whom it May Concern:

I am writing in regards to the building that Single Track Properties LLC owns at 120 W Broadway. Our plans for the work/restoration of the front of the building would be to clean it up and put back to historical time and for it to blend in with other locations in the 100 Block that have been restored.

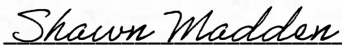
Prior to our purchase in November 2019, it was a retail store (True Wheel). They moved out after our purchase and we will be leasing to another retail store location – Dusted Charm. It is a clothing boutique currently a few blocks to the east. We have worked with them to restore the inside of the space along with the outside. There will be new glass and trim along with a new front door. A sign has not been decided on the exterior but there will not be large illuminated signage. The signage will be tastefully done to resemble that of other business on the 100 Block.

We look forward to making this building blend in with the other properties on the 100 Block that make it one of the top destination areas in Council Bluffs.

Sincerely,


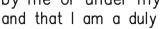
A handwritten signature in dark ink, appearing to read 'Judd Knispel', written over a horizontal line.

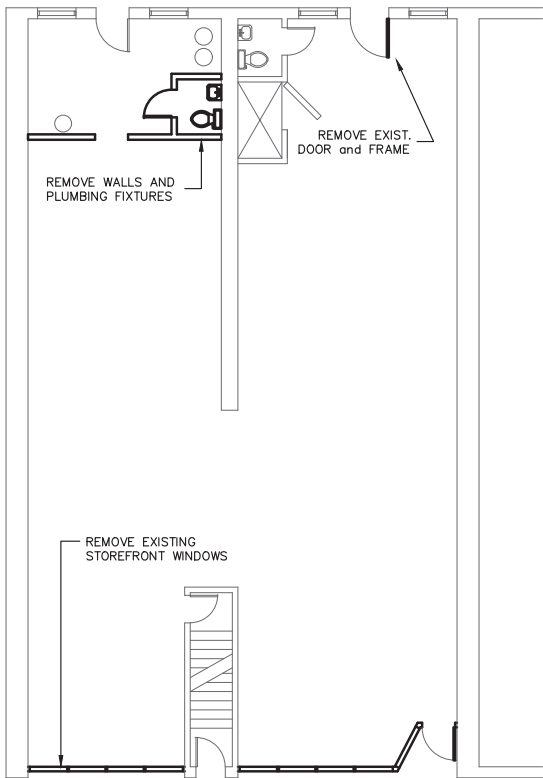
Judd Knispel  
Single Track Properties LLC

A handwritten signature in dark ink, appearing to read 'Shawn Madden', written over a horizontal line.

Shawn Madden  
M<sup>3</sup> Renovations

DESIGN CODE: 2015 INTERNATIONAL BUILDING CODE, LIFE SAFETY 2009  
OCCUPANCY CLASSIFICATION: GROUP B/M, CLOTHING SALES BUSINESS  
TYPE OF CONSTRUCTION: TYPE "V-B"  
SPRINKLER: NO  
FIRE ALARM SYSTEM: NO  
NUMBER OF FLOORS: 1  
TOTAL TENANT FINISH: 2530 sf

	I hereby certify that this document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Architect under the laws of the State of Iowa.
	 _____ RICK L. EMSWILER
ARCHITECT	3-24-20
COORDINATING PROFESSIONAL	My license renewal date is June 30, 2020
	Pages or sheets covered by this seal:
	<u>ALL SHEETS</u>



DEMOLITION FLOOR PLAN  
SCALE: 1/8" = 1'-0"

TENANT FINISH

COORDINATE FINISHES WITH OWNER AND TENANT.

RESTROOM ACCESSORIES (1 EACH PER RESTROOM):

GRAB BAR: L-SHAPED, ST. STEEL, 1 1/4"Dx54"x42"

GRAB BAR: 1 1/4"x18" ST. STEEL

TOILET PAPER DISPENSER: ASI 0705-Z

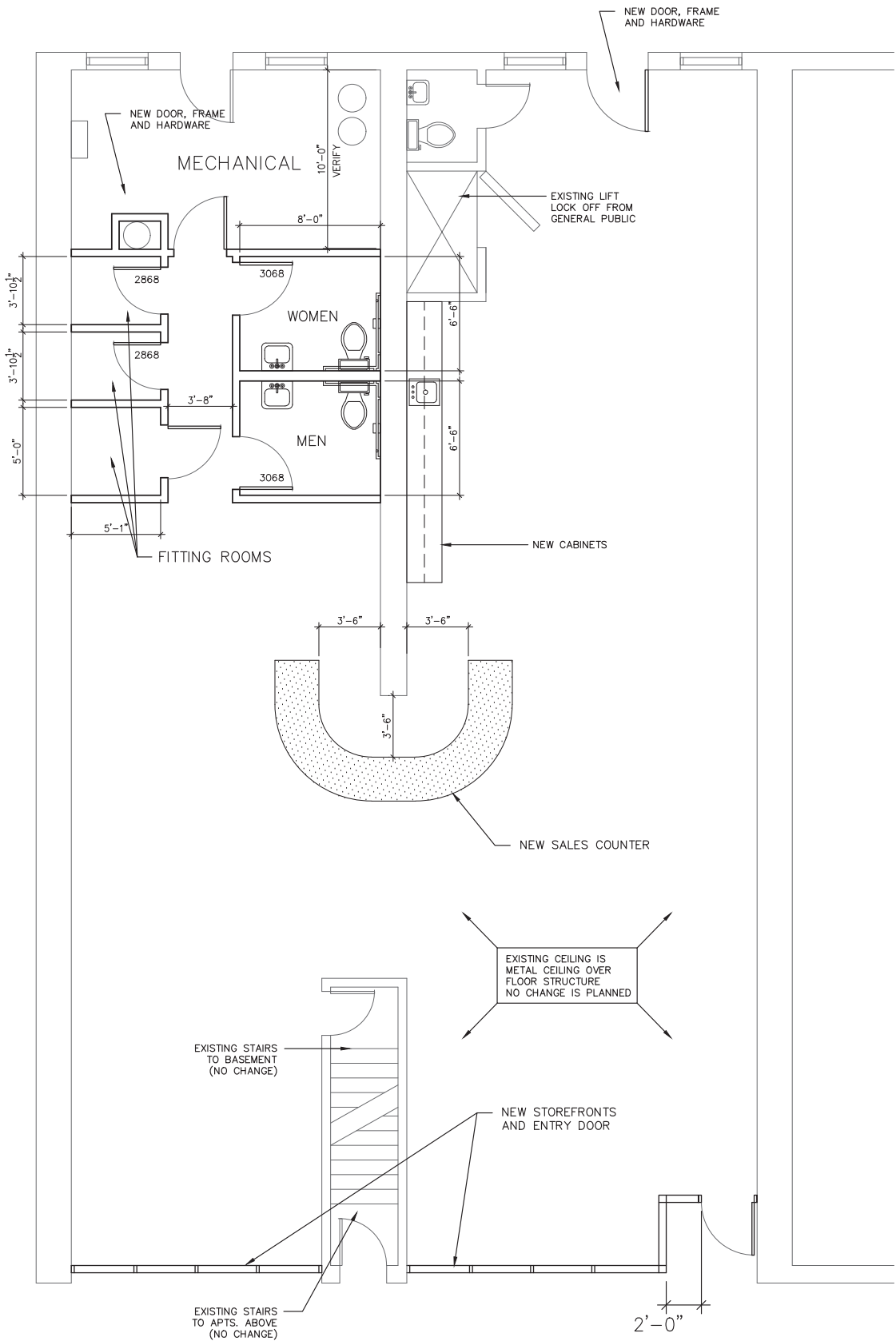
PAPER TOWEL DISPENSER: GP PUSH PADDLE DISPENSER 54338



MIRROR: FRAMELESS 2'-0"x3'-0"

UNDER LAV GUARD: ANTI-BACTERIAL, MOLDED WHITE PLASTIC

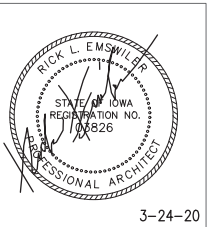
SOAP DISPENSER: BY OWNER

TRASH RECEPTACLE: BY OWNER

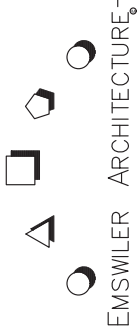




**PROPOSED FLOOR PLAN**  
 SCALE: 1/4"=1'-0"

# CONSTRUCTION DOCUMENT PACKAGE



2729 Kraft Lane Heritage Hills  
Missouri Valley, Iowa 51555  
Phone and Fax 712-642-4657



## Dusted Charm

## TENANT FINISH

**120 West Broadway  
Council Bluffs, IA**

**March 24, 2020**

# DEMO PLAN FLOOR PLAN

cov



## Attachment C

Existing Storefront (120 W. Broadway)



118 W. Broadway Storefront



Attachment D

Wooden double sided sign with logo  
routed into wood.



Wooden single sided sign with logo  
routed into wood.





