



**HISTORIC PRESERVATION COMMISSION
AGENDA**

**Wednesday, May 1, 2024 - 4:00 PM
Council Chambers, 2nd Floor, City Hall
209 Pearl Street**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADOPTION OF AGENDA**
- 4. APPROVAL OF MINUTES**
- 5. PUBLIC HEARING**

A. CASE #HP-24-004

Public hearing on the request of A VitalSigns Unlimited, Inc. for exterior design review relative to signage at 132 West Broadway, located in the West Broadway Historic District.

1. OTHER BUSINESS

- A. Administrative Approval Policy – Project updates
- B. Downtown Improvement Program update
- C. March 30, 2024 – Historic Preservation Community Event Results
- D. Title 16: Historic Preservation Ordinance Discussion

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) 890-5350 or email at cgibbons@councilbluffs-ia.gov.

Council Communication

Department: Community
Development

Case/Project No.: HP-24-004

Submitted by: Christopher N.
Gibbons, AICP, Planning & Code
Compliance Manager and Haley
Weber, Planner

CASE #HP-24-004

Council Action: 5/1/2024

Description

Public hearing on the request of A VitalSigns Unlimited, Inc. for exterior design review relative to signage at 132 West Broadway, located in the West Broadway Historic District.

Background/Discussion

See attached staff report.

Recommendation

ATTACHMENTS:

Description

Staff Report & Attachments

Type

Other

Upload Date

4/24/2024

TO: Historic Preservation Commission
FROM: Community Development Department
DATE: May 1, 2024
RE: CASE #HP-24-004
REQUEST: Historic preservation exterior design review relative to signage at 132 West Broadway located in the 100 Block of West Broadway Historic District
APPLICANT: A Vital Signs Unlimited, Inc., 925 S. 7th Street, Council Bluffs, IA 51501
OWNER: Thomas J. and Diane L. Stein, d/b/a, KMC Properties LLC, 215 S. 4th Street, Council Bluffs, IA 51501

BACKGROUND INFORMATION – The Community Development Department has received a request from A Vital Signs Unlimited, Inc., for exterior design review relative to signage at 132 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 shall be reviewed by the Historic Preservation Commission (HPC) and issued a Certificate of Appropriateness prior to completion.

The applicant is proposing to install a new illuminated channel letter wall sign (see Attachment ‘A’) for Kouri Management above the storefront entrance at the subject property. A modern awning currently occupies the area above the storefront, which is proposed to be removed and replaced with individual letters attached to an aluminum wireway (see example of ‘wireways’ in Attachment ‘B’) that will be painted to match the building. The submitted letter of intent, included as Attachment ‘C’, notes that the purpose of the aluminum wireway is to limit the amount of penetrations in the building and to conceal the wiring.

The subject property is zoned C-4/Commercial District and is allowed a total maximum amount of signage equal to two times the street frontage. The subject property has 24 linear feet of frontage along West Broadway, and is therefore allowed a total maximum of 48 square feet of signage. The proposed wall sign measures 45 square feet in area, which complies with C-4 District signage standards.

The following attachments are included with this report:

- Attachment A: Signage Rendering
- Attachment B: ‘Wireway’ Examples
- Attachment C: Letter of Intent

All City Departments and local utility providers were notified of the proposed historic preservation design review request. No adverse comments has been received as of the date of this report.

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. The property has historically been used for commercial purposes. All components/conduit servicing the sign shall be concealed entirely from public view. The proposed exterior signage will not alter distinctive materials, features, spaces, or spatial relationships that characterize the building.

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 wall sign is replacing a modern awning. All components/conduit servicing the sign shall be concealed entirely from public view. No distinctive materials will be removed nor will any alterations of features, spaces, or spatial relationships that characterize the subject property will occur as a result of this request.
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. The National Register of Historic Places (NRHP) nomination form for the subject property states that "the building retains sufficient integrity to be considered contributing to the district largely on the strength of the brick corbelled cornice and the retention of the metal hoodmolds on the second floor." The proposed signage will not affect the historic cornice or metal hoodmolds as it will be located directly above the storefront entrance and is replacing a modern awning. No permanent architectural modifications to the building's exterior façade design and/or materials are proposed with this request.
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. No new additions are proposed with this request.
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.

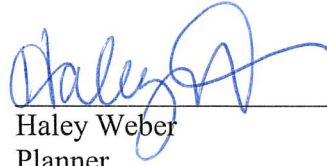
RECOMMENDATION

The Community Development Department recommends approval of the request for historic preservation design review, relative to signage, at 132 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:

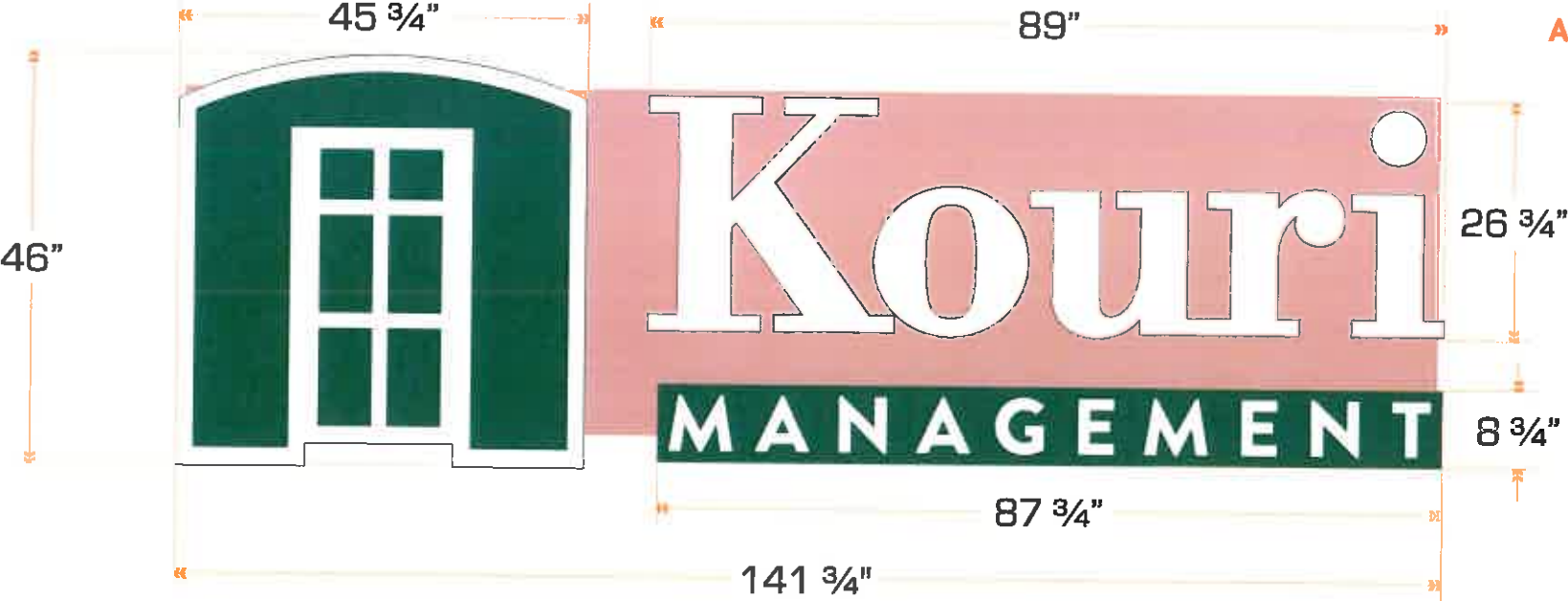
1. The applicant shall secure all necessary permits and licenses for the proposed exterior modifications to the building and shall comply with all applicable Federal, State and local codes;
2. The applicant shall obtain a Certificate of Appropriateness from the Historic Preservation Committee for any future modifications to the building;
3. The applicant shall obtain a sign permit issued by the City of Council Bluffs for all proposed signage prior to installation; and
4. All electrical components/conduit servicing the illuminated wall sign shall be concealed entirely from public view.



Christopher Gibbons, AICP
Planning Manager



Haley Weber
Planner



APPROX. SIDE VIEW



ILLUMINATION PREVIEW



EXISTING VIEW



SIGN TO ME CENTERED VERTICALLY & HORIZONTALLY OVER BAY

APPROX. PROPOSED PERSPECTIVE & PLACEMENT



APPROXIMATE SCALE 1:77
BASED OFF OT SURVEY OF AWNING HT 45"

****NOTE CANNOT GUARENTEE WHAT FACADE WILL LOOK LIKE BEHIND AWNING
USED FOR REPRESENTATION ONLY**

VitalSigns to Provide Material & Labor to complete the following:

- Remove and dispose of the existing awning
- Fabricate and install QTY 1 new illuminated wall sign

- | | |
|--|--|
| <input type="checkbox"/> VECTOR ARTWORK REQUIRED | <input type="checkbox"/> ARTWORK NEEDS CLEANED UP |
| <input type="checkbox"/> TEST PRINT TO MATCH COLORS CLOSELY | <input checked="" type="checkbox"/> FABRICATION READY |
| <input type="checkbox"/> REPRODUCE FROM PREVIOUS PRODUCTION FILE(S): | <input type="checkbox"/> SIZES FOR REFERENCE ONLY, VERIFICATION REQUIRED |
| <input type="checkbox"/> SURVEY REQUIRED | <input type="checkbox"/> COLOR NEEDED (BUILDING / BRICK / ETC) |

Fabrication Specifications

- ☐ FACES: 3/16" 7328 White Acrylic
- ☒ VINYL: Brand COLOR PSM# 7728 C; closest VINYL Match: 3M Green 3630-26; PMS# 7727 C
- ☒ TRIMCAP: 3/4" - 1" Black
- ☒ RETURNS: 3" .040 Letter Coil _ Perimeter 75'2" Black
- ☐ ILLUMINATION: White LED Modules
- ☒ WIREWAY/RACEWAY: SW#xxxxx / MP#xxxxx / **Requires Survey to Match**



vitalsigns
UNLIMITED, INC.

925 South 7th Street
Council Bluffs, IA 51501
712.256.4766
www.vtlsign.com

CLIENT
Kouri Management

LOCATION
132 W. Boradway
Council Bluffs, IA

SALES REP:
Olivia True

DESIGNER
Andrew

REVISED BY:
Andrew

DATE
04/15/2024

DRAWING #
240412 - 03

SIGN TYPE
Channel Letters

OPTION
A1

SCALE
1:20

ATTACHMENT B – “WIREWAY” EXAMPLES





April 15, 2024

City of Council Bluffs
Historic Preservation Exterior Design Review
Kouri Management - 132 W Broadway St.

VitalSigns is proposing to install a new illuminated channel letter wall sign. The sign is composed of individual three dimensional letters attached to an aluminum wireway painted to match the building. The sign will read: Kouri Management. The Kouri letters will have white sign faces, and then both the Management and logo sign faces will be green and white. The 3" returns (sides) of the letters and logo will be black. The letters will be attached to an aluminum wireway that will be painted to match the building. The purpose of the wireway is to limit the amount of penetrations in the building and to conceal the wiring. The sign will be fastened to the building using proper fasteners.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Olivia True", is written over the printed name.

Olivia True
Project Manager