



**HISTORIC PRESERVATION COMMISSION  
AGENDA**

**Wednesday, July 2, 2025 - 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-25-001**

Public hearing on the request of Tri-City Sign Company for exterior design review, relative to signage, at 519 South Main Street, located in the Haymarket 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) 890-5350 or email at [cgibbons@councilbluffs-ia.gov](mailto:cgibbons@councilbluffs-ia.gov).

## Council Communication

Department: Community  
Development

Case/Project No.: HP-25-001

CASE #HP-25-001

Council Action: 7/2/2025

Submitted by: Haley Weber,  
Planner

### Description

Public hearing on the request of Tri-City Sign Company for exterior design review, relative to signage, at 519 South Main Street, located in the Haymarket Historic District

### Background/Discussion

See attached staff report.

### Recommendation

### ATTACHMENTS:

Description	Type	Upload Date
Staff Report and Attachments A - C	Staff Report	6/26/2025

**TO:** Historic Preservation Commission  
**FROM:** Community Development Department  
**DATE:** July 2, 2025  
**RE:** CASE #HP-25-001  
**REQUEST:** Historic preservation exterior design review relative to signage at 519 South Main Street, located in the Haymarket Historic District  
**APPLICANT:** Tri-City Sign Company, 363 N. Elm Street, Grand Island, NE 68801  
**OWNER:** Two Mules LLC, 26 Indian Hills Road, Council Bluffs, IA 51503

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**BACKGROUND INFORMATION** – The Community Development Department has received a request from Tri-City Sign Company for exterior design review relative to signage at 519 South Main Street, located in the Haymarket Historic District. The building is listed as a key structure within the Haymarket Historic District and may individually qualify for listing on the National Register of Historic Places (NRHP). All exterior modification requests in the Haymarket 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 remove the existing hanging sign and associated guide-wiring, see photos in Attachment ‘A’, and install a 23.8 square foot illuminated channel letter wall sign, see Attachment ‘B’, above the storefront, which includes a logo and lettering for “Main Street Tavern”. The property is zoned C-3/Commercial District and is allowed a total maximum amount of signage equal to two times the street frontage. The subject property has 25 linear feet of frontage along South Main Street, and is therefore allowed a maximum of 50 square feet of signage. The proposed “Main Street Tavern” sign will contain 23.8 square feet in area, which complies with C-3 District signage standards. The applicant’s letter of intent is included as Attachment ‘C’.

**ATTACHMENTS** –The following attachment is included with this report:

- Attachment ‘A’ – Photos of existing hanging sign and guidewire
- Attachment ‘B’ – Proposed signage
- Attachment ‘C’ – Letter of intent

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

- A. The Council Bluffs Fire Department stated that they have no comments on the request.
- B. The Council Bluffs Public Works Department stated they have no comments on the request.
- C. The Council Bluffs Police Department stated they have no comment or objection to the request.
- D. Council Bluffs Water Works stated that they have no comments on the request.
- E. MidAmerican Energy stated that they have no conflicts or concerns with the request.

**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.

- A. 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. The proposed sign will not alter distinctive materials, features, spaces, or spatial relationships that characterize the building.
- B. 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 signage will not have a negative impact on distinctive materials, features, spaces or spatial relationships that characterize the property. The National Register of Historic Places (NRHP) nomination form for the subject property notes its historical and architectural significance pertaining to it being the only three storefront building in the district. The proposed signage, if installed in accordance with all proposed conditions, will not negatively impact the property's historical integrity.
- C. 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.
- D. Changes to a property that have acquired historic significance in their own right will be retained and preserved. Not applicable.
- E. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved. When describing the property's architectural significance, the National Register of Historic Places (NRHP) nomination form notes the brick wall material; rectangular shape; flat roof; three storefronts with three bays to each storefront; second-story windows; cast-iron detailing; recessed entrances; and pressed tin cornice. The proposed sign will be located centrally above the existing storefront and will not have a negative impact on any of the features noted in the subject property's nomination form.  
  
Additionally, the current hanging sign is serviced by existing electrical conduit, as shown in the images in Attachment 'A'. If the applicant does not utilize the existing conduit, it shall be removed and any new conduit and electrical components servicing the illuminated sign shall be concealed entirely from public view.
- F. 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.
- G. 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.
- H. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken. Not applicable.
- I. 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. The applicant is proposing to remove the existing hanging sign and associated guidewires/anchoring. Removal of the sign and all supportive guide wiring/anchoring shall be done in a manner that does not destroy historic materials and shall be repaired, patched, and/or tuck-pointed in a


manner consistent with the Secretary of Interior's Standards for Rehabilitation of Historic Properties. If the applicant does not utilize the existing conduit, it shall be removed and any new conduit and electrical components servicing the illuminated sign shall be concealed entirely from public view. It is not anticipated that removal of the existing sign nor installation of the proposed signage will have a negative impact on the property's historic integrity if completed in accordance with the proposed conditions.

- J. 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.

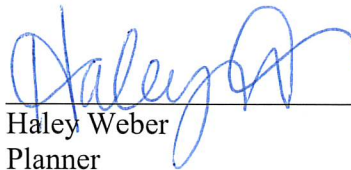
## RECOMMENDATION

The Community Development Department recommends approval of the request for historic preservation design review relative to signage at 519 South Main Street 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:

- A. The applicant shall secure all necessary permits and licenses for the proposed awning and sign and shall comply with all applicable Federal, State and local codes;
- B. The applicant shall obtain a Certificate of Appropriateness from the Historic Preservation Committee for any future modifications to the building;
- C. The applicant shall obtain a sign permit issued by the City of Council Bluffs for the proposed sign prior to installation;
- D. If the applicant does not utilize the existing conduit, it shall be removed and any new conduit and electrical components servicing the illuminated sign shall be concealed entirely from public view.
- E. Removal of the sign and all supportive guide wiring/anchoring shall be done in a manner that does not destroy historic materials and shall be repaired, patched, and/or tuck-pointed in a manner consistent with the Secretary of Interior's Standards for Rehabilitation of Historic Properties.



Christopher Gibbons, AICP  
Planning Manager



Haley Weber  
Planner











RACEWAY MOUNTED FRONT LIT CHANNEL LETTERS	
RETURNS:	.040 PRE-FINISHED BLACK ALUM
BACKS:	.063 ALUM
FACES:	Blue
ILLUM:	WHITE LEDs
TRIMCAP:	1" BLACK JEWELITE
INSTALL:	LETTERS MOUNTED TO 6"X6" RACEWAYS PTM FASCIA COLOR. RACEWAYS MOUNTED TO THE WALL USING PROPER HARDWARE AND FASTENERS
NOTE:	FINAL ELECTRICAL HOOK-UP TO BE DONE BY CUSTOMER HIRED ELECTRICIAN

C 87	Blue
M 60	
Y 0	
K 0	
C 0	Black
M 0	
Y 0	
K 100	

PROPOSED



**TRI-CITY**  
SIGN COMPANY  
DESIGNING YOUR FUTURE...

363 N Elm Street 800.339.4779  
Grand Island, NE 68801 [tricitysign.com](http://tricitysign.com)

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SALESPERSON: Tim Marchese

DRAWN BY: Richie Berggren

DRAWING #: 3281

Approved By:



519 S Main St  
Council Bluffs, IA 51503

Date: 14 May 2025

Revised:

This sign is intended to be  
installed in accordance with the  
requirements of Article 600 of the  
National Electric Code and/or  
other applicable local codes. This  
includes proper grounding and  
bonding of the sign.



**NOTICE:**

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PRIOR TO ANY FABRICATION OF PRODUCT  
TRI-CITY SIGN COMPANY HOLDS ALL  
AGREEMENTS FINAL AND TO CLIENT APPROVAL.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Sales Rep. \_\_\_\_\_ Date \_\_\_\_\_





363 N. Elm GRAND ISLAND, NE. 68801-4650  
Phone: (308) 384-6335 Fax: (308) 384-0483

Main Street Tavern  
519 S Main St  
Council Bluffs IA 51503

We are proposing a new sign for the business, the new sign is illuminated channel letters. The existing sign that is VERY old will be removed along with any brackets and guide wires that hold that existing sign.

Once we have the approval we'll need approximately 4 weeks to complete the project.

If there are any other questions please give us a call 402-469-5530

Jeanne Davis

Tim Marchese, President  
Tri City Sign Company