

AGENDA
HISTORIC PRESERVATION COMMISSION

WEDNESDAY, DECEMBER 6, 2017
4:00 P.M.

CITY COUNCIL CHAMBERS – 2ND FLOOR, CITY HALL
209 PEARL STREET, COUNCIL BLUFFS, IA 51503

1. CALL TO ORDER
2. ROLL CALL
3. ADOPTION OF AGENDA
4. APPROVAL OF MINUTES – AUGUST 2, 2017 MEETING
5. PUBLIC HEARING
 - A. CASE #HP-17-004: Public hearing on the request of First Row Fitness, LLC, represented by Carrie L. McDonald, for exterior design review, relative to signage at 148 West Broadway located in the 100 Block of the West Broadway Historic District.
6. OTHER BUSINESS
 - A. Other Items of Interest
7. ADJOURNMENT

If you plan to attend this meeting and require special assistance, please contact the Community Development Department at 328-4629 at least 48 hours before the meeting.

TO: City Historic Preservation Commission

FROM: Christopher N. Gibbons, Planner
Community Development Department

RE: CASE #HP-17-004

DATE: November 29, 2017

APPLICANT: First Row Fitness, LLC
c/o Carrie L. McDonald
148 West Broadway, Council Bluffs, IA 51503

OWNER: Major Realty, LLC
210 Delmar Circle, Council Bluffs, IA 51503

REQUEST: Historic preservation design review at 148 West Broadway located in the 100 Block of West Broadway Historic District.

GENERAL INFORMATION

The Community Development Department has received a request from First Row Fitness, LLC, represented by Carrie L. McDonald, for historic preservation design review, relative to signage, at 148 West Broadway, located in the 100 Block of West Broadway Historic District. All signage requests in 100 Block of West Broadway Historic District Haymarket Historic District must be reviewed by the Historic Preservation Commission (HPC) and issued a Certificate of Appropriateness prior to installation.

The applicant is requesting approval to place vinyl graphic signs on their front and rear storefront doors/windows as follows:

- Front Door: “First Row Fitness, LLC” business name, logo and company website.
Note: The applicant has installed this sign on the front door, as shown in Exhibit ‘A’ and Attachment ‘A’.
- Front Windows: “Rowing”, “Yoga”, “Kettleball” and “Nutrition Coach” as shown in Attachment ‘B’.
- Rear Door: “First Row Fitness, LLC” business name, logo and company website.
Note: The applicant has installed this sign on the rear door, as shown in Exhibit ‘B’.

Window signs are classified as “exempt” as per Section 15.33.080, *Exempt Signs*, of the Council Bluffs Zoning Ordinance and do not count towards the maximum allowed signage for the subject property. The proposed window signs will not require a separate sign permit if granted historic preservation design approval by the HPC.

No exterior signage is proposed at this time. The applicant is aware that the Historic Preservation Commission shall approve any future exterior signage prior to installation.

Exhibit A: View of business sign/logo in the front entrance door.



Exhibit B: View of business sign/logo on the rear entrance door.



All City Departments and local utility providers were notified of the proposed request. No adverse comments regarding the proposed sign have been received.

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 proposed window signs are for a new business at 148 West Broadway which has historically been utilized for commercial purposes.*
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. *All proposed signs will be located on the building’s front and rear windows and will not change or alter the historic character of the subject property. No distinctive materials will be removed nor will any alterations of features, spaces or spatial relationship will occur to the subject as a result 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 proposed request is for window signage. No permanent architectural modifications to the building’s exterior facade 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. *Not applicable.*

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 148 West Broadway, relative to signage, 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’.



Rose E. Brown, AICP
Planning Coordinator

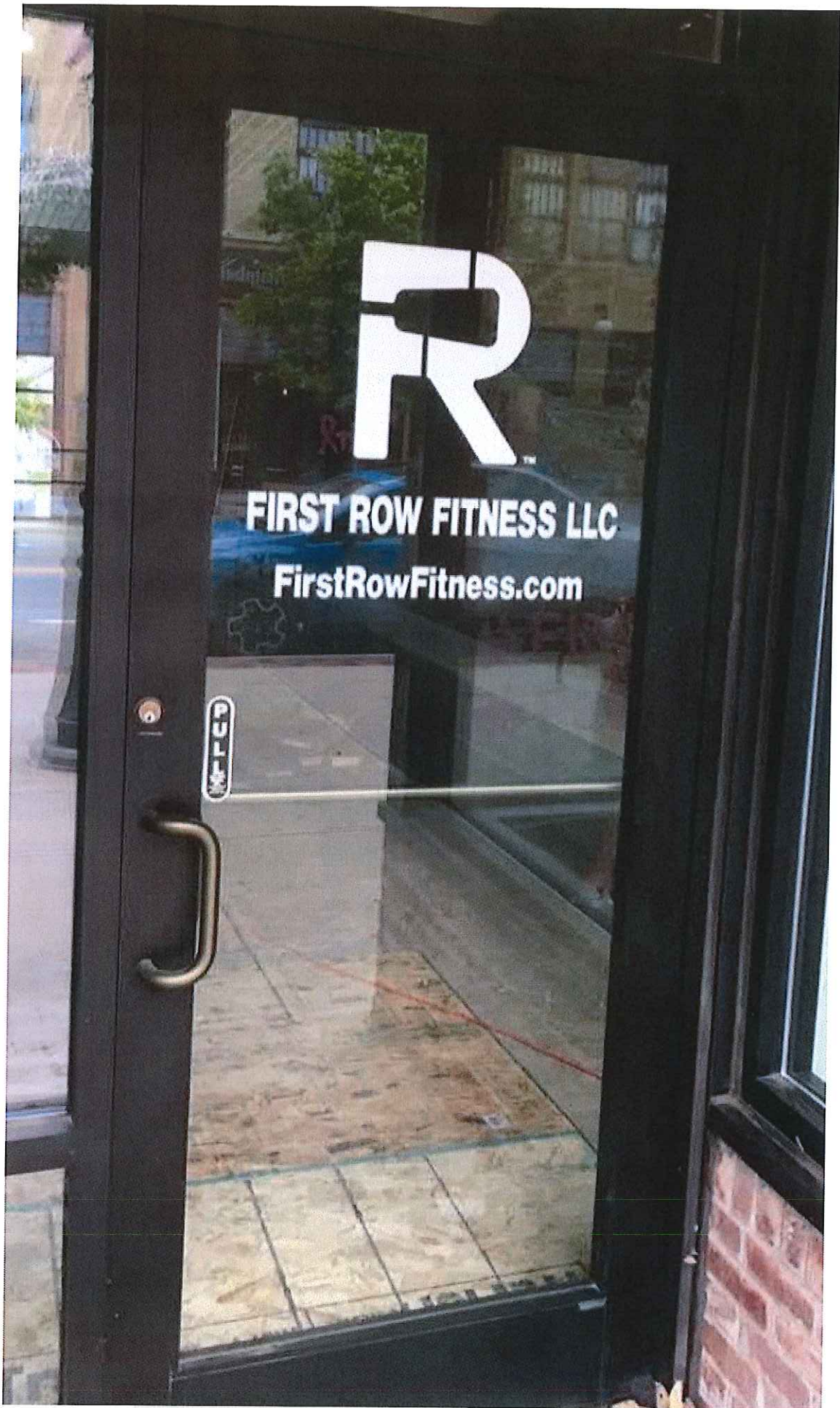


Christopher N. Gibbons, AICP
Planner

Attachments

Attachment A: Photograph of existing “First Row, LLC” sign on front door.

Attachment B: Image of proposed storefront window signs.



ATTACHMENT A



**HISTORIC PRESERVATION COMMISSION
MINUTES
DECEMBER 6, 2017**

1. **CALL TO ORDER** – Cain called the meeting to order at 4:15 p.m.
2. **ROLL CALL**
Members Present: Cain, Dowell, R. Johnson, M. Johnson, Madsen and Petersen.
Absent: Roth
Staff: Garrett, Gibbons and Wade
3. **ADOPTION OF AGENDA**
Motion made by R. Johnson, second by M. Johnson to adopt the agenda as written. Motion carried by unanimous voice vote.
4. **APPROVAL OF MINUTES – AUGUST 2, 2017 MEETING**
Motion by M. Johnson, second by R. Johnson to approve the minutes as written. Motion carried by unanimous voice vote.
5. **PUBLIC HEARING** - (*Refer to the taped recording of these proceedings for the official verbatim minutes*).
 - A. CASE #HP-17-004: Public hearing on the request of First Row Fitness, LLC, represented by Carrie L. McDonald, for exterior design review, relative to signage at 148 West Broadway located in the 100 Block of the West Broadway Historic District.

The following member of the public spoke in favor of the request:

Mick McDonald, 2417 Avenue I, Council Bluffs, IA 51501 appeared on behalf of the applicant to speak in favor of the request. McDonald stated the applicant operates a new fitness facility (First Row Fitness) on the subject property and installed vinyl window signs on the front and rear entrance doors for business advertisement purposes. McDonald then clarified the applicant was unaware that the Historic Preservation Commission had to approve the signs prior to installation. McDonald then discussed the two existing window signs and further stated that the applicant is unsure if they will install the four other window signs as shown in Attachment ‘B’ of the case report.

No one from the public spoke in opposition of the request.

Gibbons sought clarification from McDonald on which signs the applicant wants the Historic Preservation Commission to approve at this meeting.

McDonald responded by stating the applicant wants the Historic Preservation Commission to approve the existing business signs on the front and rear entrance doors and that they will reapply later for approval of the signs that read “Rowing”, “Yoga”, “Kettlebell” and “Nutrition Coach” on the storefront windows.

Garrett explained to McDonald how it would be beneficial to the applicant to have the Commission take action on the proposed six window signs versus only two at this meeting.

McDonald agreed with Garrett and then requested the Commission approve all six windows signs, as originally proposed by the applicant.

Motion by Madsen, second by R. Johnson to approve the proposed exterior modifications, relative to signage, and to issue a Certificate of Appropriateness for 148 West Broadway, located in the 100 Block of the West Broadway Historic District.

VOTE: AYE – Cain, Dowell, R. Johnson, M. Johnson and Petersen. NAY – None. ABSTAIN – None. ABSENT – Roth. Motion carried.

6. OTHER BUSINESS

A. Other Items of Interest – None

7. ADJOURNMENT – Cain adjourned the meeting at 4:22 P.M.