

**HISTORIC PRESERVATION COMMISSION  
MINUTES  
NOVEMBER 3, 2021**

**1. CALL TO ORDER** – Porter called the meeting to order at 4:00 P.M.

**2. ROLL CALL**

Members Present: Cain, Dowell, Johnson, Madsen, Petersen, Porter, and Wilson  
Absent: None  
Staff: Gibbons, Jura, and Siracuse

**3. ADOPTION OF AGENDA**

Motion made by Dowell second by Cain to adopt the agenda as written. Motion carried by unanimous voice vote.

**4. APPROVAL OF MINUTES – OCTOBER 6, 2021 MEETING**

Motion by Johnson, second by Madsen 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-21-015: Public hearing on the request of Amy Haggstrom for exterior design review relative to signage at 142 W Broadway, located in the 100 Block of West Broadway Historic District.

Siracuse provided an overview of the request.

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

Amy Haggstrom, Haggstrom Home Group, 142 W Broadway, Suite 136, Council Bluffs, IA 51503, spoke as the applicant.

No one spoke in opposition to the request. Porter closed the public hearing.

Gibbons asked a question to Haggstrom regarding dimensions of front door window signage. Haggstrom said she can limit total signage area on the front door to two (2) square feet. Gibbons suggested the commission include this in their recommendation.

Motion by Madsen, second by Wilson to approve the request for exterior design review relative to signage at 142 W Broadway, as per Staff's recommendation and subject to the following condition:

1. The applicant shall limit the total square footage of new vinyl window signage on the front door to two (2) square feet.

VOTE: AYE — Cain, Dowell, Johnson, Madsen, Petersen, Porter, and Wilson. NAY — None. ABSTAIN — None. VACANT — None. Motion carried.

**6. OTHER BUSINESS**

A. Other Items of Interest: Gibbons provided an update to the commission on the CLG project. The City selected Tallgrass Archaeology as the consultant firm among the RFP responses. Tallgrass Archaeology has done work for the City before, and contracts are in place now for this project. The State Historic Preservation Office of Iowa (SHPO) has expressed interest in setting up a steering committee between the

City, the consultant, and 1-2 members of the HPC. Gibbons asked for volunteers for steering committee. Porter and Wilson volunteered.

Dowell announced she will not seek reappointment to the HPC when her term expires 12/31/2021. Gibbons thanked Dowell for her service on the commission. Gibbons told the HPC that Dowell's vacancy will be filled and then the HPC will need to elect a new Vice Chair.

Johnson asked where Tallgrass Archaeology is based. Gibbons stated the firm is located in eastern Iowa. Gibbons gave a brief overview of the work Tallgrass Archaeology will do for this project.

Johnson asked if there are updates on the Squirrel Cage Jail and Council Bluffs Telephone Exchange Building. Gibbons stated he has not received official word yet from SHPO regarding the addition of these two properties to the National Register of Historic Places.

Gibbons provided a brief update on Case #HP-21-013, explaining what has happened with the property's window signage since the October 2021 HPC meeting.

Gibbons informed the HPC of a case planned for next month regarding windows at 144 W Broadway. Cain mentioned he purchased the property at 719 S Main Street (located in the Haymarket Historic District) from the same person who currently owns 144 W Broadway.

Petersen asked about what enforcement options the City has for historic preservation violations. Gibbons explained that the City can use the zoning enforcement process. Gibbons also explained that HPC decisions can be appealed.

7. **ADJOURNMENT** – Motion by Wilson, second by Johnson to adjourn the meeting. Porter adjourned the meeting at 4:19 P.M.

*The recording of this proceeding, though not transcribed, is part of the record of each respective action of the City Planning Commission. The recording of this proceeding is incorporated into these official minutes of this Commission meeting as if they were transcribed herein.*