

**Minutes**  
**Historic Resources Board**  
**City Commission Room, City Hall**  
**1101 Poyntz Avenue**  
**April 25, 2011**  
**4:00 p.m.**

**Members Present:** Tom Roberts, Chair; George Lauppe, Vice Chair; Michael Dudek; Dea Brokesh; Patrick Schaub; Michael Krysko.

**Members Absent:** Derek Richards.

**Others Present:** Steve Lee; Kathy Dzewaltowski.

**Staff Present:** Cam Moeller, Planner II; Lance Evans, Senior Planner.

**1. Consider the minutes of the March 28, 2011 Historic Resources Board meeting.**

Brokesh moved that the Board approve the March 28, 2011 minutes. Schaub seconded the motion, which passed on a vote of 6-0.

**2. Review of Informational Sign Panels: South Downtown Entertainment District**

Steve Lee of S & N Design presented the proposed designs for two signs to be located on South 3<sup>rd</sup> Street, which each include a narrative and historic photos. The sign panel titled “Change and Growth” focuses on the history of downtown business development while the “Manhattan’s Union Pacific Depot – Revived” panel touches on both the history of the Depot as well as its recent restoration.

Roberts noted that there had originally been plans for three sign panels. Lee said it is possible there could still be a third panel included in the Downtown Entertainment District and, if a third panel were added, it would have a focus on transportation.

Roberts, Brokesh and Schaub each made comments addressing the layout of the graphics on the Depot sign panel. Board members voiced a general preference that the size of the architectural drawing on the sign should be reduced and that pictures of the Depot should be added or made more prominent.

Lee explained that the architectural drawing was included on the sign to highlight the fact that the tower had been reconstructed. Lee indicated a caption could be added to the architectural drawing to explain its significance.

Dudek moved that the Board finds it is in general agreement with the content of the signs and advocates the following:

1. The inclusion of three sign panels in the South Downtown Entertainment District as opposed to only two.
2. Modification of the Depot sign panel to include an explanation of the architectural drawing and to adjust the size of the drawing and photos.
3. Locating the Depot sign within close proximity to the Depot, preferably near the tunnel.

Schaub seconded the motion, which passed on a vote of 6-0.

### 3. Preliminary Review

#### Concept Plan: Historic Structures with new Accessory Dwelling Units, 901-919 Leavenworth Street (within environs of Robert Ulrich House and Woman's Club House)

Melvin Watson presented a concept plan to construct five new accessory dwelling units to be located behind five existing residential structures. Each accessory unit would consist of studio apartment located above either a three or four-stall garage. Watson said such a concept would allow a property owner to rent out the accessory unit to assist in mortgage payments. Watson said his plan would include the renovation of the existing residential structures to have those converted back to single-family homes, and to potentially nominate 901, 907 and 909 Leavenworth to the National Register of Historic Places.

The Board was shown a conceptual site plan and elevation drawings.

The Board utilized *The Standards and Guidelines for Evaluating the Effect of Projects on Environs* to offer its preliminary assessment of the concept plan. The Board was supportive of the plans to preserve the existing houses and voiced general agreement that the design and scale of the accessory dwelling units, as shown conceptually, were appropriate and would not appear to have a negative impact on the historic environs.

### 4. Discussion of Demolition by Neglect

The Board reviewed a draft process outline which showed the components for how a Demolition by Neglect ordinance could potentially be implemented and enforced.

The Board identified the major purpose of such an ordinance as being to “avoid demolitions” of historic structures as well as to “prevent neglect” from occurring in the first place.

Board members voiced general support to include “exterior architectural features” as being protected under the ordinance in addition to those elements already covered under the Property Maintenance Code. Properties subject to the ordinance would include those within historic environs in addition to listed historic properties and properties in historic districts.

The Board discussed having the City’s Building Official as the primary investigator of properties suspected of neglect, and that the Board would be then hold a “hearing” to make a determination of neglect.

The Board discussed adding penalties for properties that are determined to be neglected on top of the penalties currently in place for violations of the Property Maintenance Code. The Board also recommended property owners be provided an opportunity to appeal a determination, including cases of economic hardship.

The Board directed staff to update the process outline for future discussion.

**5. Announcements and Updates**

The Board was updated that the Mayor will read a proclamation for National Preservation Month at the May 3<sup>rd</sup> City Commission meeting. The Board requested a couple of additions to the wording of the proclamation.

The Board was updated about the City Commission meeting to be held on May 17<sup>th</sup> to consider the request from First Presbyterian Church to demolish the house at 831 Leavenworth Street. The Board directed staff to prepare a memo for the Commission and identified the major points to be included.

**6. Future Items**

**7. Upcoming Meetings**

- Monday, May 23, 2011
- Monday, June 27, 2011

**8. Adjourn**

There being no other business, the meeting was adjourned.

Respectfully submitted,

Cam Moeller, AICP, Planner II

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