



City of Oskaloosa
Historic Preservation Commission
Council Chambers, Third Floor
City Hall, 220 S. Market Street
Oskaloosa, IA 52577

Agenda
June 21, 2019
12:00 PM

1. Call to Order/Roll Call

Chair: Tennison _____; Members: Akason _____; Campbell _____; Lockwood _____;
Shullaw _____; Wilson _____; Stout _____; Stefanc _____

2. Approval of Minutes

A. Approval of minutes from 4/19/19 meeting.

Documents:

[HPC MINUTES 4-19-19.PDF](#)

3. Citizens to be Heard

4. New Business

A. Consider an extension request from Ann Brouwer for the historical marker project.

Documents:

[HPC- AGENDA ITEM FOR HISTORICAL MARKER PROJECT
EXTENSION REQUEST.PDF](#)
[HISTORICAL MARKER EXTENSION REQUEST LETTER.PDF](#)

5. Unfinished Business

A. Discuss the Historical Preservation Commission's working plan for 2019.

Documents:

[HPC COMMUNICATION 2019 WORK PLAN.PDF](#)

6. Miscellaneous Business

7. Adjournment

Notice: If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.

**CITY OF OSKALOOSA
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
APRIL 19, 2019**

A regularly-scheduled meeting of the Historic Preservation (HPC) Commission for the City of Oskaloosa was called to order at 12:01 p.m. on Friday, April 19, 2019 by Chairman Mark Tennison at City Hall Council Chambers, 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Mark Tennison, Janel Campbell, Cheryl Lockwood, Nathan Wilson & Scott Stefanc.

ALTERNATE COMMISSION MEMBERS PRESENT: Bill Akason

COMMISSION MEMBERS ABSENT: Doug Shullaw & Eric Stout

CITY STAFF PRESENT: Mike Flahive and Becki Gatton.

New Business

Consider a Certificate of Appropriateness for a new sign for the new Eunoia Counseling business located at 120 North Market.

Flahive noted that the actual size of the sign will be 53"x52" instead of the 3'x4' that was referred to in the agenda packet. Lockwood made a motion to approve the COA. 2nd by Stefanc. YES- Tennison, Campbell, Lockwood, Wilson, Stefance and Akason. NAYS- None. Motion carries unanimously.

Minutes from the February 15, 2019 Historic Preservation Commission meeting.

It was moved by Lockwood, seconded by Stefanc to approve the February 15, 2019 Historic Preservation Commission minutes. Motion carried unanimously.

Citizens to be Heard.

None.

Unfinished Business

Discuss the Preserve Iowa Summit event for 2019.

Flahive reminded the Commission that the dates are coming up for this event on June 6-8. Wilson & Stefanc indicated they would be interested in attending. Campbell is also interested and will confirm her availability with Flahive next week. Flahive will reach out to Shullaw via email to see if he is interested in attending.

Discuss the Historical Preservation Commission's working plan for 2019.

At the last meeting the Commission had discussed Paradise Block & Edmundson Park as possible projects. Wilson told the Commission about the State of Iowa's Certified Local Government Grant Program. Wilson recommended that the Commission pursue a grant

for a rehabilitation plan for stonework at Edmundson Park. Flahive questioned who would take the lead on the application process. Stefanc added that often a grant writer is used in these types of applications. Wilson thought maybe it could be simpler than that. Applications open up this summer and more information will be available then. Gatton added that there may already be money budgeted for next fiscal year for stonework repair. Staff will do some checking into this and report back to the commission.

Miscellaneous Business

Discuss maintenance guidelines for Edmundson Park.

This topic was covered in discussion of the work plan for 2019.

Tennison brought up the topic of historic markers. Those were approved at the meeting on July 21, 2017. There was discussion on if they were given a completion deadline of 2 years and if so an extension may be needed. This item may be added to a future agenda.

The commission reviewed & briefly discussed sketches that had been received from Eric Stout regarding a couple of future projects that Musco is working on.

With no further business to discuss, Stefanc made a motion to adjourn, 2nd by Campbell. The meeting adjourned at 12:45 p.m.

Minutes by Becki Gatton



Historic Preservation Commission

Meeting Date: June 21, 2019

Requested By: Development Services Dept.

Item Title:

Consider an extension request from Ann Brouwer for the historical marker project.

Explanation:

Approximately two years ago, the Historic Preservation Commission approved the placement of historical building markers on nine historic buildings, which included the Fire Station, Court House, Iowa Building, Malcom Building, Centennial Block Building, Frankel Building, Book Vault, Iowa Masons Benevolent Society Building, and the Stapp Building. To date, six of the nine markers have been placed on the buildings.

Steering Committee member, Ann Brouwer, has requested an extension of two years to complete the historical marker project. The remaining buildings are the Book Vault, Iowa Masons Benevolent Society and the Stapp Building. Ann believes that the remaining work can be completed in less than two years, however, wants to make sure that adequate time is given to complete the project.

Budget Consideration:

None

Attachments:

Extension Request Letter

OSKALOOSA HISTORICAL BUILDING MARKER PROJECT

May 10, 2019

Historical Preservation Commission

City Hall

220 South Market Street

Oskaloosa, IA. 52577

Dear Commission Members,

It has been brought to my attention that we need to extend our permission to place nine historical building markers on buildings in the historic district. To date six of nine proposed buildings that have been designated for historic markers have had unveiling ceremonies and the markers are in place. These buildings include, The Fire Station, The Court House, The Iowa building, The Malcom building, The Centennial Block building, and the Frankel building. The remaining buildings are Book Vault, The Iowa Masons Benevolent Society building, and The Stapp building. We respectfully ask for an extension of two years. I doubt that it will take that long, but we are working with volunteer researchers and so the process revolves around the time they have available for research. It seems prudent to go ahead and make sure we have adequate time to complete the project. I believe the pace of the project has kept the project relevant and in the public view. We have had tremendous community support including help from your members, Cheryl Lockwood and Bill Akason, who researched the Malcom building and from Nathan Wilson who is providing proof reading and editing for the information gathered before it is loaded onto our website. We are very thankful for the support of all the contributors to the project and for the positive feedback we are receiving from community members and visitors.

If you need any further information, please let me know.



Ann Brouwer

Steering Committee



Historic Preservation Commission

Meeting Date: June 21, 2019

Requested By: Development Services Dept.

Item Title:

Discuss the Historical Preservation Commission's working plan for 2019.

Explanation:

Each year Certified Local Governments are required to submit an annual report of the past year's activities to maintain their CLG status. Additionally, the report is to include project(s), initiatives and/or programs the commission plans to begin or complete for the new calendar year.

In the previous meeting, the HPC discussed several ideas for the 2019 work plan. One idea was to assist with recommending the proper building materials used to make the necessary repairs for the historic Nelson Pioneer Farm House. Additionally, the HPC discussed giving a presentation about the home and using it as an educational piece. The HPC has moved forward with this project with it currently being under way.

Another idea discussed for this year's work plan was to do a survey of the Paradise block historic district and see what type of state funding might be available for this district. City staff is recommending that HPC focus their efforts on this work plan, as this aligns with City Council's goal for quality housing.

The purpose of this discussion is to determine the next steps necessary to move forward with the Paradise block project work plan.

Budget Consideration:

None

Attachments:

None