

**MINUTES OF THE CITY OF PELLA
HISTORIC PRESERVATION COMMISSION
JANUARY 9, 2023**

CALL TO ORDER AND ROLL CALL

Chairperson Kermode called the Historic Preservation Commission (HPC) to order in the Memorial Building at 5:00 p.m. Members present were: Don André, Bruce Boertje, Lorinda Bradley, Rhonda Kermode, and Lila Turnbull; absent: none. Staff present: Planning and Zoning Director Gerald Buydos and the Deputy City Clerk. No members of the public attended the meeting.

APPROVAL OF TENTATIVE AGENDA

Motion by Turnbull, second by André to approve the tentative agenda. Motion carried 5-0.

APPROVAL OF MINUTES

Motion by Boertje, second by Bradley to approve the minutes from the December 12, 2022 meeting. Motion carried 5-0.

NEW BUSINESS

Consider the Design of Proposed Signage for Local Historic Districts

Planning and Zoning Director Gerald Buydos provided the Commission with an updated quote from Iowa Prison Industries on street signage for the Collegiate Neighborhood Historic District. The City was quoted \$138.20 per sign. At the Historic Preservation Commission meeting held on June 13, 2022, the Commission suggested that the wording on the top of the sign be changed from *Local Historic District* to *Pella Historic District*. The Commission was tasked with deciding whether to formally approve the proposed signage design.

Following discussion, the Commission decided to approve the proposed signage design changing the wording from *Local Historic District* to *National Historic District* and to include *Est. 2017* in the center of the sign where the placeholder squiggle design was on the original design.

The Commission also discussed placement of the signs at intersections of the corners of the Collegiate Neighborhood Historic District. Buydos suggested having the City purchase eight signs in order to have a couple of extra signs on hand in case some need replaced in the future. He will email an updated proof of the amended design to the Commission once it has been received from Iowa Prison Industries.

Motion by Turnbull, second by André to approve amended proposed signage for local historic districts. Motion carried 5-0.

OTHER BUSINESS/WORK SESSION

Work Session to Discuss the Proposed McClatchey Mill Historic District

Members of the Commission indicated they had a desire to continue discussion regarding a future potential historic overlay zone called the McClatchey Mill Historic District. Boertje distributed a tri-fold informational flyer on the district that he prepared. It was explained that it could potentially be mailed to property owners in the proposed district along with a letter from the Commission inviting the owners to a meeting with the Commission. Discussion ensued on the history of some of the homes. Boertje asked that the item be placed on the next meeting agenda for the Commission to vote on whether to move forward with this district.

Annual Elections for Chairperson and Vice-Chairperson

On an annual basis, the Historic Preservation Commission is required to select a Chairperson and Vice-Chairperson from its membership. All members of the Commission are eligible to serve in these roles. The primary role of the Chairperson is to conduct the Commission meetings. In the absence of the Chairperson, the Vice-Chairperson will serve as the Chairperson. The current Chairperson is Kermode and the Vice-Chairperson is André. Both positions are held for one year.

André asked that he not be reappointed as Vice-Chairperson. Following discussion, Kermode indicated she would be willing to serve again as Chairperson and Boertje would be willing to serve as Vice-Chairperson.

Motion by Turnbull, second by Bradley to appoint Kermode as Chairperson and Boertje as Vice-Chairperson for 2023. Motion carried 5-0.

Other

Kermode stated that she received an email from the State of Iowa stating that Pella can have its existing Dutch design guidelines and still become a Certified Local Government (CLG). The understanding is that the Pella City Council would have to vote to amend the historic overlay zone ordinance. There were questions about the ordinance and Buydos stated he could talk to City Administrator Mike Nardini about the history of the ordinance to get some background information on the decisions that were made on how the ordinance was written. Kermode stated she could reach out to Nardini and talk with him too.

Buydos stated that he can have the Mid-Iowa Planning Alliance for Community Development research pros and cons to CLGs to help educate the Commission and City Council. Kermode noted that there are 90 cities and counties in Iowa that are CLGs. Boertje suggested speaking with Councilmember Calvin Bandstra.

Next Meeting Date

The next meeting date is scheduled for February 13, 2023.

Adjourned at 6:00 p.m.