

**MINUTES OF THE CITY OF PELLA
HISTORIC PRESERVATION COMMISSION
APRIL 11, 2022**

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

APPROVAL OF MINUTES

Motion by Turnbull, second by André to approve the minutes from the March 14, 2022 meeting. Motion carried 5-0.

NEW BUSINESS

**Consider a Resolution Approving Amendments to the Historic Preservation Commission
Procedural Rules**

The City of Pella Historic Preservation Commission's Procedural Rules govern the conduct of the Commission. As the rules have not been amended since their adoption in 2015, staff, at the March 14, 2022 meeting, asked the Commission to review them for familiarity and to determine if any changes should be made. Some minor changes were suggested by staff and the Commission and a resolution was brought back for the Commission's consideration.

Motion by Boertje, second by Bradley to approve a resolution making amendments to the Historic Preservation Commission Procedural Rules. Motion carried 5-0.

**Consider Whether to Apply for a Historical Resource Development Program Grant for the
Historic Fire Station**

Kermode requested that the Commission consider applying for a Historical Resource Development Program grant for the historic fire station. After reviewing the application deadline for the grant, it was determined that the application would not be completed in time for this grant cycle. The Commission decided they would like to move forward with having a consultant from the State of Iowa evaluate the structural integrity of the historic fire station and hose tower. It

was mentioned that the second floor of the historic fire station could possibly be used by the City of Pella if an elevator were installed.

Motion by Turnbull, second by André to have a consultant from the State of Iowa evaluate the structural integrity of the historic fire station, including the hose tower, as well as researching potential uses for the building's second floor. Motion carried 5-0.

OTHER BUSINESS/WORK SESSION

Work Session to Discuss the Proposed Scholte Garden Historic District

In 2021, the City of Pella HPC held informational sessions with property owners in the proposed Scholte Garden Historic District. Signatures from owners of property on Broadway Street, as well as Main Street, have been received and calculated determining support of the proposed historic district. The rules to determine property and frontage support are as follows:

A. The process to rezone areas as a historic district shall follow the requirements of Chapter 165.38 of the City of Pella's zoning code. In addition to the requirements of this code section, the application to rezone property for a historic overlay district must contain signatures of the owners of at least 50% of the total number of parcels of real estate within the proposed district, excluding parcels owned by government bodies, provided that each parcel, within the meaning of this subsection, shall constitute a separate parcel for property tax assessment purposes, as shown in the records of the county assessor on the date of the filing of the petition. Furthermore, the application must also contain signatures of owners of at least 50% of the total public street frontage area within the proposed district, excluding public street frontage abutting governmental property. An application to rezone areas as a historic district can be submitted by the City of Pella, the HPC, the Planning and Zoning Commission, or a property owner from the proposed district.

The Scholte Garden Historic District consist of 47 parcels. Of the 47 parcels, 30 property owners have signed as supporting the district, which equates to 63.8%. The 30 property owners also own 1,546.5 feet of frontage, which equates to 57.5%.

To date, staff has not received any further signatures and a completed Historic District Designation Application has not yet been submitted for consideration by the Commission.

Boertje distributed a document listing the homes in the potential historic district, including photos and information about each property. Boertje will send a copy of this document to staff so that staff can format the document. Boertje is continuing to work on the narrative for the application to the State.

Work Session to Discuss the Certified Local Government Program

Staff stated there was no update to report on this item. Planning and Zoning Director Gerald Buydos suggested that the Commission speak to City Council regarding their desire to have the City join the Certified Local Government (CLG) program. Kermode and Bradley volunteered to create talking points on the benefits of CLGs to bring back for review by the Commission at the next meeting.

Other

Buydos said he will follow up with Iowa Prison Industries on making signage for the Collegiate Neighborhood Historic District.

Next Meeting Date

The next meeting is scheduled for May 9, 2022.

Adjourned at 6:24 p.m.