

**MINUTES OF THE CITY OF PELLA
HISTORIC PRESERVATION COMMISSION
AUGUST 14, 2023**

CALL TO ORDER AND ROLL CALL

Chairperson Kermode called the Historic Preservation Commission (HPC) to order in the Planning and Zoning Office at 5:03 p.m. Members present were: Bruce Boertje, Lorinda Bradley, Rhonda Kermode, and Lila Turnbull; absent: Don André. 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 Boertje to approve the tentative agenda. Motion carried 4-0.

APPROVAL OF MINUTES

Motion by Boertje, second by Bradley to approve the minutes from the July 10, 2023 meeting. Motion carried 4-0.

OTHER BUSINESS/WORK SESSION

Work Session to Discuss the Proposed McClatchey Mill Historic District

The Commission wanted to have further discussion on the formation of a future potential historic overlay zone called the McClatchey Mill Historic District. This proposed district is located between Lincoln Street and Columbus Street and East First Street and East Second Street and would include 39 properties. The Commission also wanted to discuss possible dates to hold a meeting with property owners in the proposed district.

The Commission tentatively agreed to schedule a public input session with property owners of the proposed district on September 21, 2023 at 6:00 p.m. Staff will email the Commission to make sure this date works for all members. Kermode will draft a letter for staff to send to the property owners inviting them to the meeting. The Commission may also choose to have a petition available at the meeting for interested property owners to sign in support of the district. A presentation will be prepared for the meeting highlighting the history of the district, benefits of a district, the guidelines that property owners would need to follow, as well as addressing the perceived drawbacks of being in a historic district.

Work Session to Discuss the Historic Fire Station

The HPC received a proposal from Jennifer Price, a Historic Preservation Consultant, to prepare an application to nominate the historic fire station to the National Register of Historic Places. Planning and Zoning Director Gerald Buydos stated that he would remind City Administrator Mike Nardini about the Commission's request that the City Council approve moving forward with the nomination process.

Work Session to Discuss the Certified Local Government Program

Buydos reported that Nardini has advised Mayor Don DeWaard of the need to update the Historic District Overlay Zone ordinance, which must be done so that the City can be eligible for the Certified Local Government program.

Work Session to Discuss Adding a Representative for the Scholte Garden Historic District to the Historic Preservation Commission

The Commission discussed adding a representative for the Scholte Garden Historic District to the HPC. City Code Chapter 33.02 states, "The Historic Preservation Commission consists of five (5) members who are citizens of the City and interested in serving in matters pertaining to historic preservation. If the City has adopted a Historic District Overlay Zone ordinance, then membership shall include at least one member that is a resident from each historic district with each district member being added in addition to the initial five (5) members up to an absolute committee size of nine (9)."

The Commission directed staff to talk to the City Administrator and Mayor about adding a representative for the Scholte Garden Historic District to the HPC. The Commission mentioned the names of a couple of individuals who might be a good fit for the HPC.

Other

Turnbull asked whether any commissioners have spoken with Central College President Mark Putnam regarding the house located at 906 Independence St. Boertje said no. Kermode said she will send an email to Putnam to follow up.

The Commission discussed the Boardwalk House, formerly owned by Central College, which was moved from 300 Broadway St. in Pella to a farm near Attica, Iowa

Staff shared that information about Pella's existing local historic districts is now available on the Commission's webpage of the City of Pella website.

Next Meeting Date

The next HPC meeting is scheduled for September 11, 2023.

Adjourned at 6:06 p.m.