

HISTORIC PRESERVATION COMMISSION MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, FEBRUARY 14, 2023; 5:00 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Call to Order

II. Secretary's Report

- A. Consideration of the January 10, 2023 meeting minutes.

III. Communications

IV. Old Business

- A. Case COA23-04: Request to install new garage doors at 625 West 7th Street. The Hans Goos House is located within the Hamburg Local Landmark Historic District. Brett Lutz, petitioner. [Ward 3]

V. New Business

- A. Case COA23-06: Request for the installation of a new monument sign located at 1730 Wilkes Avenue. Johnson School is a locally listed historic landmark. Johnson School Properties LLC, petitioner. [Ward 4]
- B. Case COA23-07: Request for exterior alteration at 630 West 5th Street. The John Ruch House is located within the Hamburg Local Landmark Historic District. Duane Timm, petitioner. [Ward 3]
- C. Case COA23-08: Request for exterior alteration of the Friederich Hartmann House located at 604 West 5th Street. Hamburg Local Landmark Historic District. Tonia Rogers, petitioner. [Ward 3]
- D. Case COA23-09: Request to install a historic marker at Prospect Park. City of Davenport, petitioner. [Ward 5]
- E. Case DNRHP23-01: Request for partial demolition of 1111 Perry Street. The structure is located in the Cork Hill National Historic District. Palmer College Foundation, petitioner. [Ward 3]
- F. 2022 Certified Local Government Annual Report

VI. Other Business

- A. Election of Chairperson
- B. Election of Vice-Chairperson
- C. Please Note: The March 14th Historic Preservation Commission meetings will be held in the Davenport Police Department Community Room, 416 N. Harrison Street.

VII. Open Forum for Comment

VIII. Adjourn

IX. Next Commission Meeting: March 14, 2023

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:
Consideration of the January 10, 2023 meeting minutes.

Recommendation:
Staff recommend approval of the January 10, 2023 meeting minutes.

Background:
The January 10, 2023 meeting minutes are attached.

ATTACHMENTS:

Type	Description
▢ Backup Material	Meeting Minutes 1-10-23

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	1/27/2023 - 2:32 PM

HISTORIC PRESERVATION COMMISSION MEETING MINUTES

CITY OF DAVENPORT, IOWA

TUESDAY, JANUARY 10, 2023; 5:00 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Call to Order

Chairperson McGivern called the meeting to order.

Present: McGivern, Franken, Miranda, Higgins, Hustedde

Excused: Lesthaeghe, Powers

Staff Present: Berkley, Werderitch, Ralfs

II. Secretary's Report

A. Consideration of the October 11, 2022 meeting minutes.

Motion by Miranda, second by Higgins, to approve the October 11, 2022 meeting minutes. Minutes were unanimously approved by voice vote (5-0).

III. Communications

The Commission welcomed its newest Commissioner, Michael Hustedde.

IV. Old Business

V. New Business

A. Case COA23-01: Request for exterior alteration at 624 West 5th Street. The Charles and Amelia (Ruch) McElroy House is located within the Hamburg Local Landmark Historic District. Duane Timm, petitioner. [Ward 3]

Werderitch presented an overview of the rear porch addition and the associated building materials. The property owner believes the original structure had a covered porch along the northeast elevation that was removed at an unknown date.

Duane Timm, petitioner, was in attendance to answer questions.

Staff recommended approval of the Certificate of Appropriateness for exterior alteration at 624 West 5th Street in accordance with the submitted material, subject to the following condition:

1. The porch shall be attached to the structure using the least invasive means possible to best preserve the brick exterior.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The project meets the following standards:

2. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.
3. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property.

Motion by Higgins, second by Franken, to approve staff recommendation and condition for Case COA23-01. Motion to approve staff recommendation passed by a roll call vote (5-0).

- B. Case COA23-02: Installation of accessible playground equipment at Vander Veer Park at 223 West Central Park Avenue. Vander Veer Park is a locally listed historic landmark. City of Davenport, petitioner. [Ward 5]

Werderitch provided a summary of the project. The City of Davenport is planning to expand Gabe's Play Village, an ability-inclusive playground, at Vander Veer Park with the installation of a new ADA swing. The play equipment is located in the center of the park, between the parking lot and lagoon. The swing will be installed on the west corner of the playground. There will be no disturbance to the existing trees or landscaping.

Betsy Tubbs, Park & Recreation Department, was in attendance to answer questions.

Staff made a recommendation to approve the Certificate of Appropriateness for the installation of accessible playground equipment at Vander Veer Park in accordance with the submitted material.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The project meets the following standard:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

Motion by Franken, second by Miranda, to approve staff recommendation for Case COA23-02. Motion to approve staff recommendation passed by a roll call vote (5-0).

- C. Case COA23-03: Request for exterior alteration at 521 West 6th Street. The Dr. Gustav Hoepfner House and Office is located within the Hamburg Local Landmark Historic District. ILIOWA Holdings LLC, petitioner. [Ward 3]

Werderitch presented an overview of the project scope and history of alterations to the home. The proposed scope of work did not appear to diminish the character of the original structure, since the alterations are largely performed on the south basement

wall. It was difficult to determine whether the materials being replaced were from the building's initial construction in 1874. The existing basement door was not original.

Since there have been several additions to the home, there is a mismatch of wood, vinyl, and asbestos siding. The applicant is proposing to replace the deteriorated wood siding around the basement door with vinyl. The total wall spans approximately four feet in width, with the door covering a majority of the area. An engineered wood siding may be a more appropriate material given the scope of the project.

Similar to the siding, there is also a mismatch of soffit and fascia materials. Sections of the building have aluminum wrap, while the original structure appears to have wood. While the installation of aluminum soffit and fascia will bring uniformity to the structure, a wood or engineered wood product may be more appropriate with the character of the district.

Staff believed the proposed alterations will not negatively impact the historic character of the Hamburg District. The improvements will bring the property into a good state of repair.

Peter Theis, ILLOWA Holdings LLC, was in attendance to speak on behalf of the project. He explained the history of renovations to the building throughout the years. The intention is to reside the home at a later date in a uniform material.

Commissioners inquired about the building materials on the home, specifically the siding, soffit, and fascia. It was the desire of the Commission to have a uniform siding material on the building that would be sympathetic to the historic district, such as wood or composite siding. Should new siding be installed at a later date, the Commission voiced that vinyl would not be an appropriate material.

Staff made a recommendation to approve the structural elements identified in the Certificate of Appropriateness Application at 521 West 6th Street. However, Staff recommended the Commission provide direction on acceptable and consistent building materials.

The Commission should review the project for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The following are applicable criteria:

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration.
2. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

Motion by Hustedde, second by Higgins, to approve the project scope and materials as presented in Case COA23-03. Motion to approve passed by a roll call vote (5-0).

- D. Case COA23-04: Request to install new garage doors at 625 West 7th Street. The Hans Goos House is located within the Hamburg Local Landmark Historic District. Brett Lutz, petitioner. [Ward 3]

Prior to the meeting, the applicant notified City staff requesting the item be tabled to the February 14, 2023 Historic Preservation Commission meeting. The petitioner was unable to attend the January meeting.

Motion by Higgins, second by Miranda, to table Case COA23-04. Motion to table passed by a roll call vote (5-0).

- E. Case NRHP23-01: Review and provide a recommendation for the International Harvester Truck Sales and Service Station at 601 West 2nd Street to be listed on the National Register of Historic Places. [Ward 3]

Staff explained that as a participant in the Certified Local Government Program, the Historic Preservation Commission is required to review and comment on proposed National Register nominations of properties within its jurisdiction.

The question for the Historic Preservation Commission to answer when reviewing the nomination is whether the nominated property meets the National Register of Historic Places criteria for significance and integrity.

Bill Nielsen, property owner, virtually participated in the discussion.

Staff recommended the International Harvester Truck Sales and Service Station at 601 West 2nd Street be listed on the National Register of Historic Places. The Commission shall authorize the Chairperson to sign the Certified Local Government National Register Nomination Evaluation Report Form.

The nomination achieves consistency with Criterion A (Historical Events) and Criterion C (Architecture).

1. The International Harvester Truck Sales and Service Station is associated with events that have made a significant contribution to the board patterns of our history. (Criterion A)
2. The International Harvester Truck Sales and Service Station embodies the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction. (Criterion C)

Motion by Franken, second by Miranda, to approve staff recommendation for Case NRHP23-01. Motion to approve passed by a roll call vote (5-0).

VI. Other Business

- A. Please Note: The February 14th and March 14th Historic Preservation Commission meetings will be held in the Davenport Police Department Community Room, 416 N. Harrison Street.

VII. Open Forum for Comment

VIII. Adjourn

Motion by Higgins, second by Franken, to adjourn the meeting. Motion passed by a voice vote (5-0). The meeting adjourned at 5:42 pm.

IX. Next Commission Meeting: February 14, 2023

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case COA23-04: Request to install new garage doors at 625 West 7th Street. The Hans Goos House is located within the Hamburg Local Landmark Historic District. Brett Lutz, petitioner. [Ward 3]

Recommendation:

A recommendation is made to approve the Certificate of Appropriateness to install new garage doors at 625 West 7th Street in accordance with the submitted material.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The project meets the following standards:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

Background:

The Hans Goos House is listed as a contributing structure in the Hamburg Historic District. The simple four room structure was built in 1872. The architectural style, if viewed from West 7th Street, resembles a shotgun or New Orleans French Quarter cottage. The residences exemplifies the natural charm of smaller wood frame homes scattered throughout the Gold Coast.

The property has a 400 square foot garage, which takes access from the brick alley south of the home. Since the two stall garage was built in 1992, the building does not contribute to the historic character of the neighborhood.

At the request of the property owner, the Historic Preservation Commission voted to table this item at their January 10, 2023 meeting. The applicant was unable to attend the January meeting to speak on behalf of the item.

Request:

The applicant is proposing to remove the two existing aluminum and fiberglass electrically operated roll up doors. The intention is to replace with two new manually operated wood garage doors. As opposed to electrically operated roll-up doors, the replacement wood doors will swing outward.

The new doors will incorporate materials, hardware, and designs that better match the original construction of the historic home. The wood doors will be painted in beige/gray/white to match the exterior of the garage and home and feature hinges and hardware that appear antique.

ATTACHMENTS:

Type

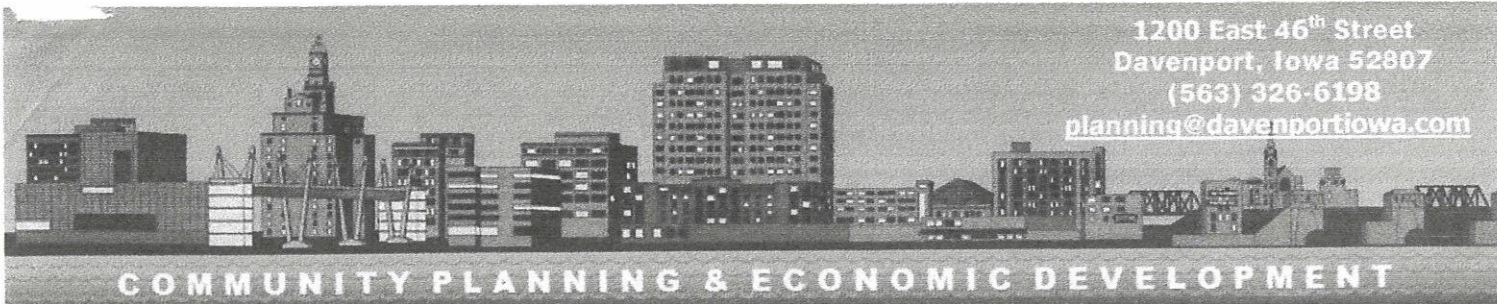
Description

- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material

Application
 Background Materials & Photos
 Hans Goos Residence Brochure
 Historic Preservation Ordinance-Review
 Standards

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	1/11/2023 - 10:26 AM



1200 East 46th Street
Davenport, Iowa 52807
(563) 326-6198
planning@davenportiowa.com

Complete application can be emailed to planning@davenportiowa.com

Property Address* 625 W 7th St

*If no property address, please submit a legal description of the property.

12/25/22

Applicant (Primary Contact)

Name: Brett Lutz
Company:
Address: 625 West 7th Street
City/State/Zip: Davenport, IA 52803
Phone: 415-860 4469
Email: brett.lutz1@gmail.com

Owner (if different from Applicant)

Name: Same
Company:
Address:
City/State/Zip:
Phone:
Email:

Engineer (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Architect (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Attorney (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Application Form Type:

Plan and Zoning Commission

- Zoning Map Amendment (Rezoning) ☐
Planned Unit Development ☐
Zoning Ordinance Text Amendment ☐
Right-of-way or Easement Vacation ☐
Voluntary Annexation ☐

Zoning Board of Adjustment

- Zoning Appeal ☐
Special Use ☐
Hardship Variance ☐

Design Review Board

- Design Approval ☐
Demolition Request in the Downtown ☐
Demolition Request in the Village of East Davenport ☐

Historic Preservation Commission

- Certificate of Appropriateness ☒
Local Landmark Nomination ☐
Demolition Request ☐

Administrative

- Administrative Exception ☐
Health Services and Congregate Living Permit ☐

Historic Resource:

- ☒ Local Hamburg Historic District
- ☐ Iowa Soldier's Orphans' Historic District
- ☐ Marycrest College Historic District
- ☐ Individually Listed Local Historic Landmark

Not sure if you have a Historic Resource? You can click [here](#) to access the City's GIS Map. Click the layers icon toward the top right of the page. Click the Planning Layers dropdown. Turn the Historic Resources layer on by checking the box.

Historic Resources requiring a Certificate of Appropriateness are mapped with a  or .

If you are unsure, please contact the Community Planning and Economic Development staff at (563) 326-6198 or planning@davenportiowa.com for assistance.

When is a certificate of appropriateness required?

Prior to the commencement of the work.

What type of activity requires the approval of a certificate of appropriateness?

Any activity requiring a building or sign permit, except demolition, that would change the exterior architectural appearance of a structure. Examples include new construction, exterior alterations, relocations, reconstructions and infill development.

Submittal requirements

- Please contact Planning staff at (563) 326-6198 or planning@davenportiowa.com so we can help you determine what exactly is required to be submitted.
- Incomplete applications will not be accepted.

Submittal requirements for all types of requests:

- The completed application form.
- A work plan that accurately and completely describes the work to be done.
- Color digital photographs depicting the building elevations and proposed construction.

Submittal requirements for specific types of requests:

Minor alterations to existing buildings and new and replacement signs (all of the above and):

- Specifications, including dimensions, material used and color of the material.
- A rendering of the proposed alteration as depicted on the existing building.
- Samples of the materials, including the color, along with scaled, accurately colored elevations for any proposed sign and/or sign package.

Minor additions, site improvements and outdoor storage areas (all of the above and):

- A dimensioned site plan, including the locations of any proposed or existing buildings on the subject parcel and on surrounding parcels.
- A preliminary grading plan showing before and after grades at two-foot contour intervals, where deemed necessary by the development official.
- Outdoor storage areas shall be reflected in the elevation drawings submitted and shall show their relationship to the building elevations as well as the materials and treatment proposed that would accurately reflect the screening of the storage areas.
- A landscape plan.

Work Plan

Please describe the work being performed. Please note that only work described in the application may be approved by the Board.

1. Creation of barn-door like garage doors that swing out on hinges, manually operated.
2. Removal of existing aluminum and fiberglass electrically operated roll up doors.
3. Garage was built onsite in 1992, and only has minor "historic look or appearance" to it with the exterior side walls. I would like to not only make it "look" more historic for the 1870s home, but have garage doors operate manually, without electricity, as they didn't have electricity in the 1870s.
4. I will do the construction of the new doors and removal of existing doors myself.
5. Jon Shinbori of the building department already said such a project didn't need a building permit.
6. I would paint the new doors to match the existing garage, which is beige/gray/white.
7. There are some other garages in the Hamburg neighborhood that have old garages with these types of doors (swingout barn or folding carriage doors) some of which are very old and dilapidated, some are new and only appear historic, but operate electrically and are made out of metal and fiberglass. I want my doors to be closer to what they were like in the 1870s.
8. I would use regular lumber, plywood, and hardware found at any big box hardware store like

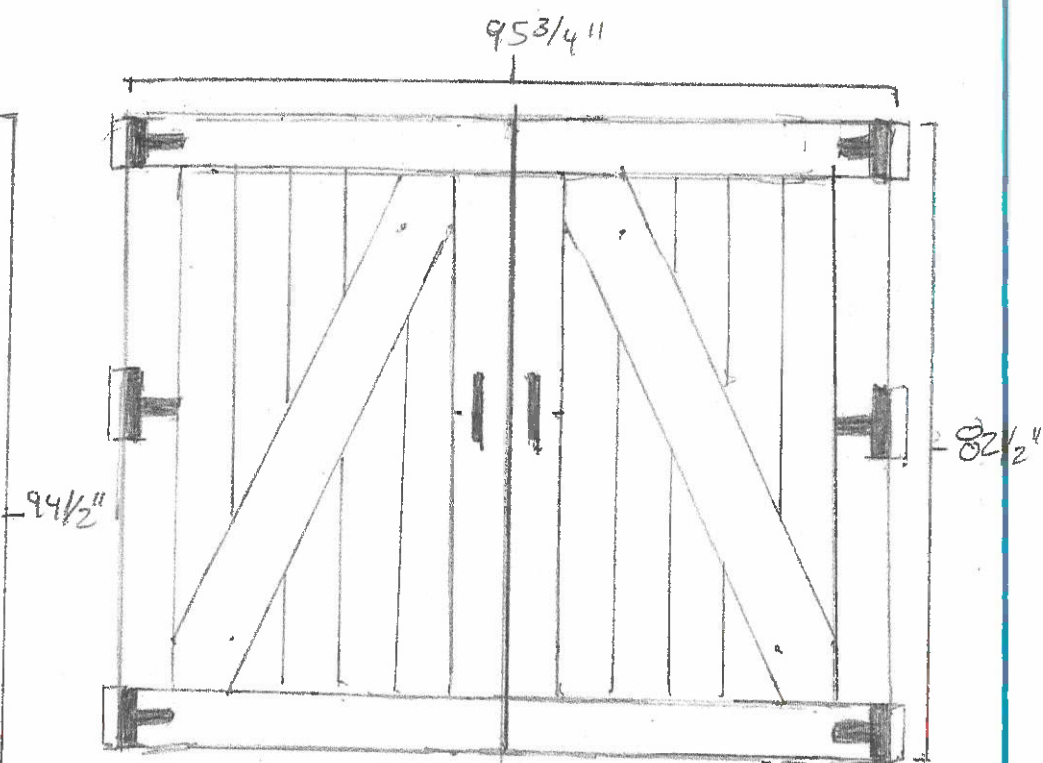
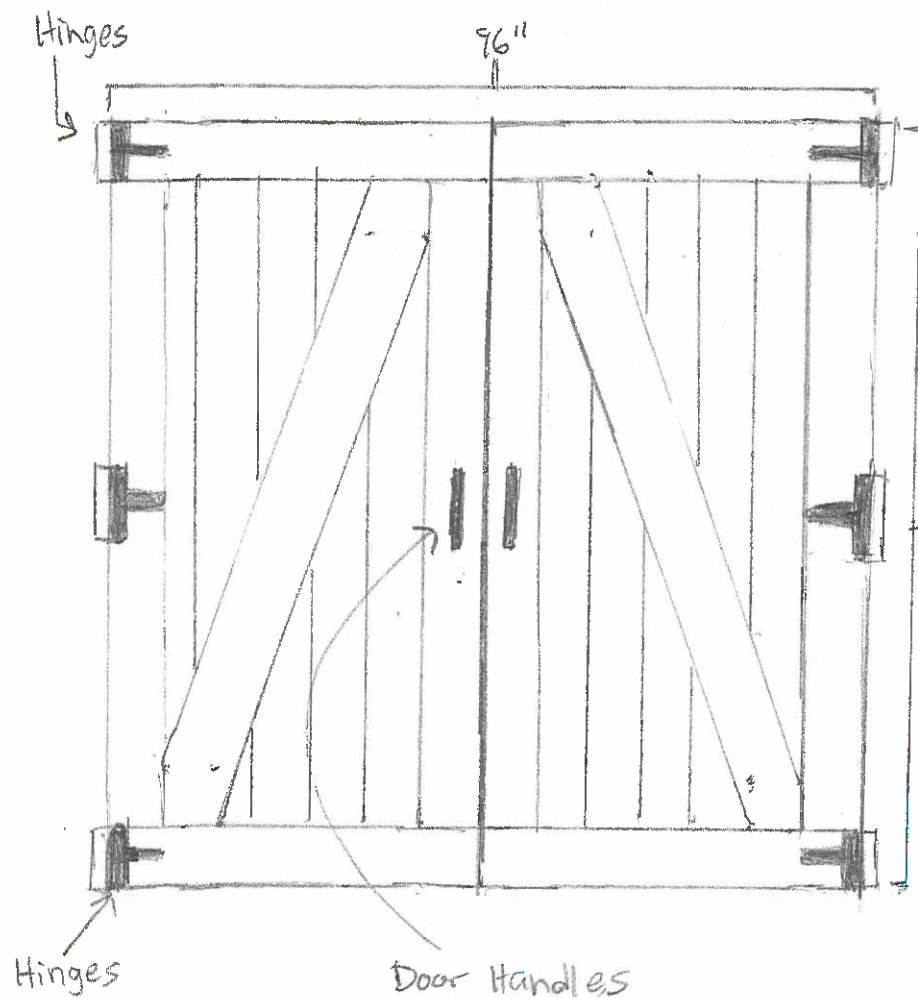
Add additional pages in needed.

Menards or Home Depot.

please see next page →

9. I will use hinges from the hardware store that appear "historic" and "antique."
10. Though the garage was built in 1992 and some of its exterior appears "historic", none of it really is. My goal is to replace the garage doors to bring the garage closer to authentic historicity, or at least replicate it, to better conform the property as a whole to the goals of historic preservation or replication.
11. There are other modifications to the garage I would like to make in the future to reach those goals, But I thought I'd start with the doors. One step at a time.
12. Please see the attached photos of the garage and the attached building diagram of the garage doors
13. Please let me know if you need more information.

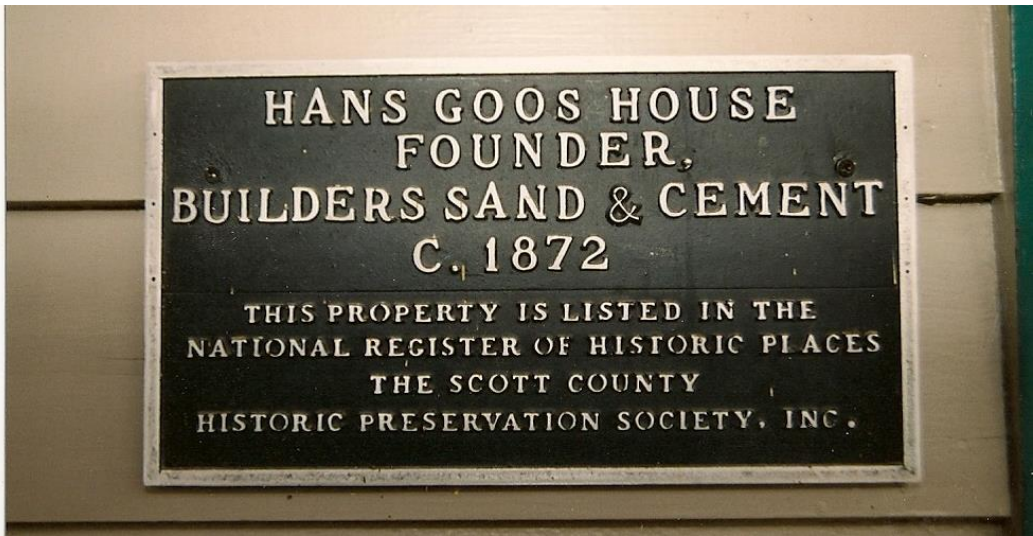
Thank You - Brett Lutz











Hans Goos House

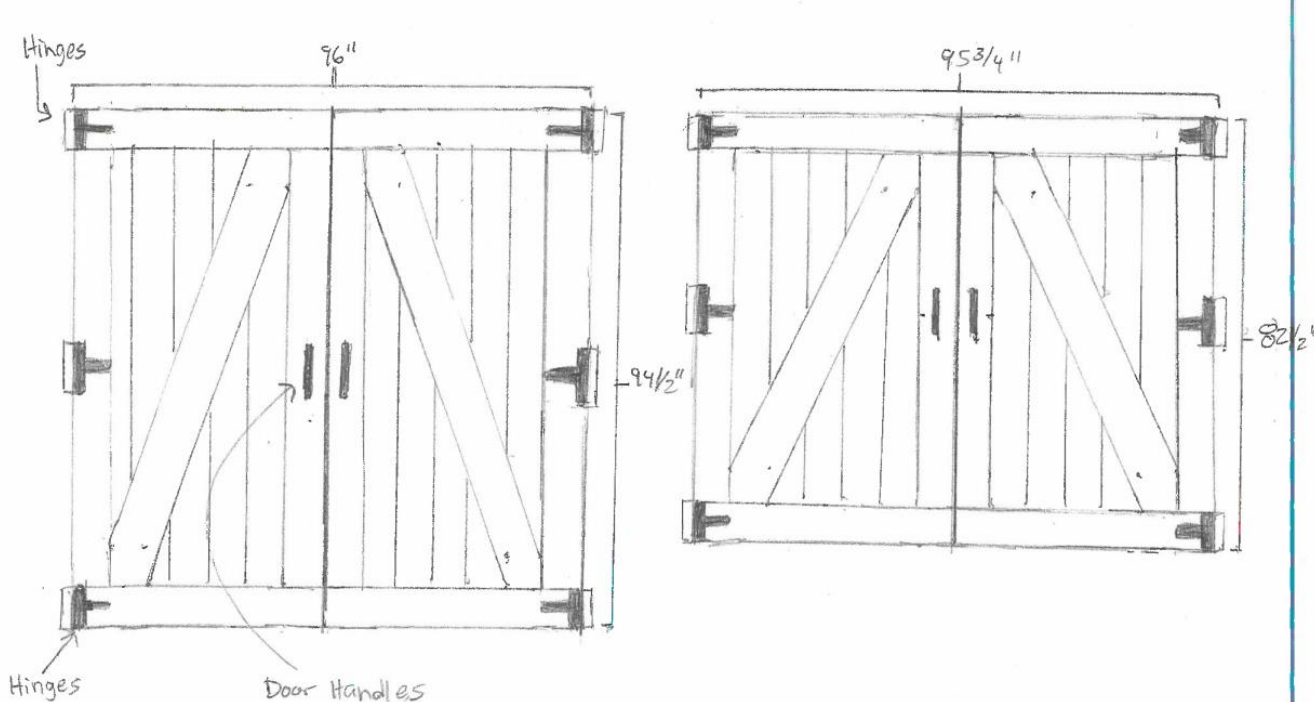
DAVENPORT
IOWA | USA



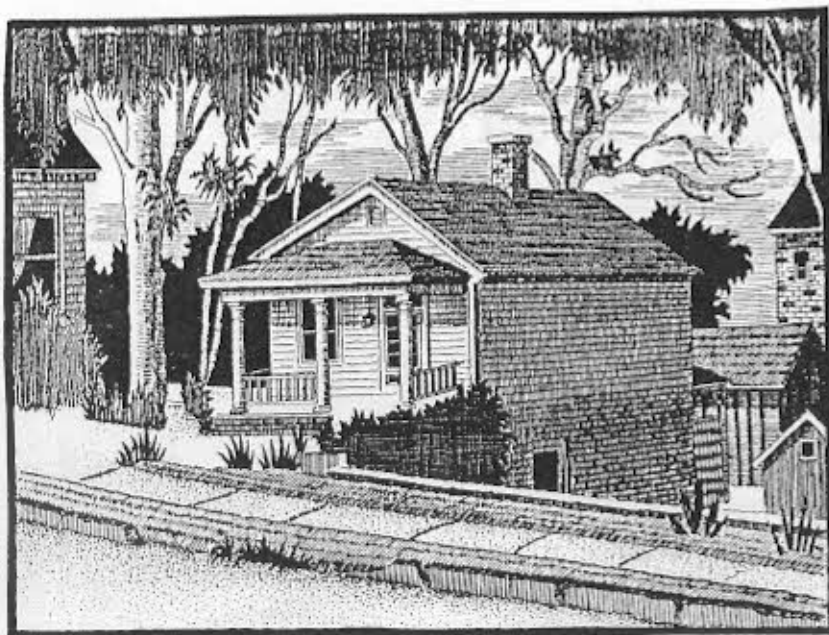
New Garage Doors

DAVENPORT
IOWA | USA

- Install new manually operated wood doors.
- Doors to swing outwards
- Incorporate antique style hinges & hardware.
- Paint doors beige/gray/white to match garage exterior.



Existing Garage – Accessed From Alley
Built in 1992



The Hans Goos Residence, ca 1872.
625 West Seventh Street

This home, believed to have been built by Hans Goos, an immigrant from Schleswig-Holstein in Germany, was originally a simple four room structure containing two bedrooms, a kitchen and a parlor. The style of the house might best be compared to the shotgun or New Orleans French Quarter cottage if viewed from the south side. In 1921 a sunporch above and bathroom below were added on to the east side of the house.

Mr. Goos was an early Davenport entrepreneur, dealing in cordwood and sand. In 1862 he founded the Builders Lime & Cement Company which in 1891 was passed on to his only son, Hans Goos Jr. The Builders Company still exists today in Davenport. Mr. Goos Sr. was also the owner of the steamer, North Star, which was a local regular on the Mississippi. Both the elder Hans Goos and his son resided and passed away in this house.

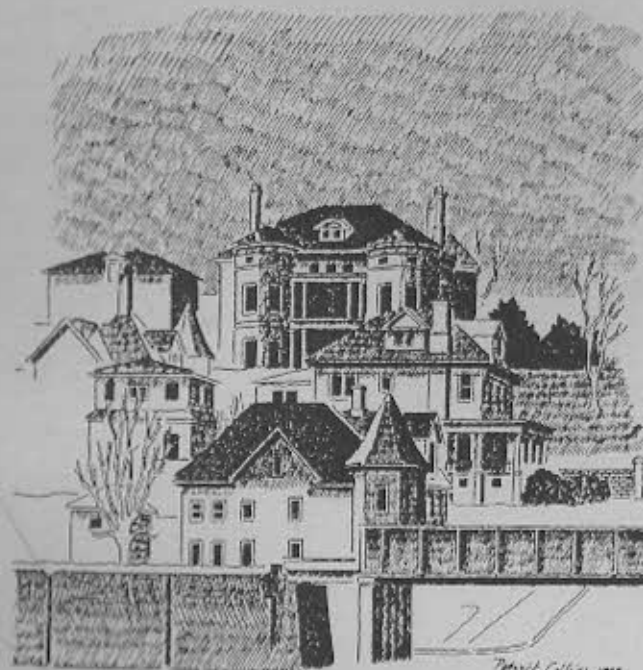
Restoration of the home back to its 1870s simplicity (with the exception of the necessity of the 1921 bathroom addition) began in April of 1992. Like many properties the house had fallen into a state of extreme disrepair and was completely sided with asbestos siding. The front porch has been restored and one original outbuilding remains. The Hans Goos Sr. and Jr. residence is a prime example of the natural charm and grace of many of the smaller woodframe and brick structures found throughout the Gold Coast.

625 W. 7th



THE GOLD COAST THIRD ANNUAL OPEN HOUSE & WALKING TOUR

"In Commemoration of Davenport's Founders"
12 September 1993



View Looking North From Ripley and West 4th Sts, Davenport, Iowa

625 W. 7th

Historic Preservation Ordinance

Section 14.01.060 Certificate of Appropriateness Review Process

C. Commission review process - Standards for review. In considering an application for a certificate of appropriateness, the commission shall be guided by the following general standards in addition to any other standards or guidelines established by ordinance for a local landmark or historic district. In all cases, these standards are to be applied in a reasonable manner, taking into full consideration the issue of economic feasibility and other technical considerations.

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration; and
2. The removal, alteration or concealing of distinguishing exterior architectural features and historic material of a designated property should be avoided when possible; and
3. All designated property shall be recognized as a product and physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural architectural features shall be discouraged; and
4. Most properties change over time, and those changes that have acquired architectural and/or historical significance in their own right shall be recognized, respected and retained; and
5. Distinctive architectural features, construction techniques and/or examples of craftsmanship that characterize a designated property shall be treated with due consideration; and
6. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence; and
7. Activities that cause deterioration of a designated property and its architectural features shall be discouraged. In those cases where the damage would be irreversible, such as sand-blasting and wet blasting fire-hardened bricks, the activities shall be prohibited. If cleaning is to be done, the gentlest means possible shall be encouraged; and
8. Known significant archeological resources possibly affected by a proposed activity shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken; and
9. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

D. Design criteria to implement review standards. When the commission is considering an application for a certificate of appropriateness, it shall consider the following architectural design criteria, or elements of design as they relate to the standards for review prescribed in Section 14.01.040C.

1. Height. The height of any proposed addition, construction or reconstruction should be compatible with the designated property and the surrounding structures, if located within a designated historic district; and
2. Proportions. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property; and
3. Scale. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property or district; and
4. Materials. Historic or original architectural features, or replacement elements which in all ways replicated the original, should be repaired whenever possible; and
5. Relationship of building masses and spaces. The relationship of a structure within a designated historic district to the rear, side and front yards between it and surrounding structures should be compatible; and
6. Roof shape. The roof design and shape should remain consistent with its original configuration and character; and
7. Site improvements. Landscaping and other site improvements, including off-street parking, should have as minimal of an impact as possible to the designated property's original plan/layout and its visual character.

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case COA23-06: Request for the installation of a new monument sign located at 1730 Wilkes Avenue. Johnson School is a locally listed historic landmark. Johnson School Properties LLC, petitioner. [Ward 4]

Recommendation:

A recommendation is made to approve the Certificate of Appropriateness for the installation of a new monument sign at 1730 Wilkes Avenue per Chapter 14.01.060 of the Zoning Ordinance.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060.C and D. The project meets the following standards:

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration.
2. The height of the proposed monument sign is compatible with the designated property and the surrounding structures.
3. Site improvements should have as minimal of an impact as possible to the designated property's original layout and its visual character.

Background:

Chapter 14.01.060 of the Zoning Ordinance requires a Certificate of Appropriateness for any activity requiring a sign permit that would change the exterior architectural appearance of a structure designated as a local landmark. The activities covered include new construction, exterior alterations, relocations, reconstructions, and infill development.

Johnson School is a locally listed historic landmark due to its distinctive architectural style and connection to a master builder. Johnson School is a good example of the Tudor Revival style in a large institutional building, which was designed by Davenport's most prominent architectural firm, Clausen and Clausen.

Since the school closed in 2004, the building has been used for commercial purposes. The owners are petitioning to replace the existing freestanding sign at the corner of Locust Street and Wilkes Avenue with a new sign. The color scheme for the new sign is inspired by the decorative tile found inside the main entry of the building.

The monument sign is in compliance with City sign regulations outlined in Chapter 17.12 of the Zoning Ordinance.

The new sign will not be attached to the building, nor will it diminish the visual character of the historic structure. The following table outlines the proposed sign specifications:

Sign Height	8'
Sign Width	8'

Sign Area	64 SF
Materials	Polymetal Sign Face Decorative Wolmanized Posts
Illumination	None
Sign Text	Historic Johnson School Tenant Spaces

ATTACHMENTS:

Type	Description
▢ Backup Material	Application
▢ Backup Material	Sign Plan
▢ Backup Material	Background Materials & Photos
▢ Backup Material	Johnson School Landmark Nomination Sheet
▢ Backup Material	Historic Preservation Ordinance-Review Standards

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	2/2/2023 - 2:38 PM



CITY OF DAVENPORT
Development & Neighborhood
Services – Planning
1200 W. 46th St
Davenport, IA 52807

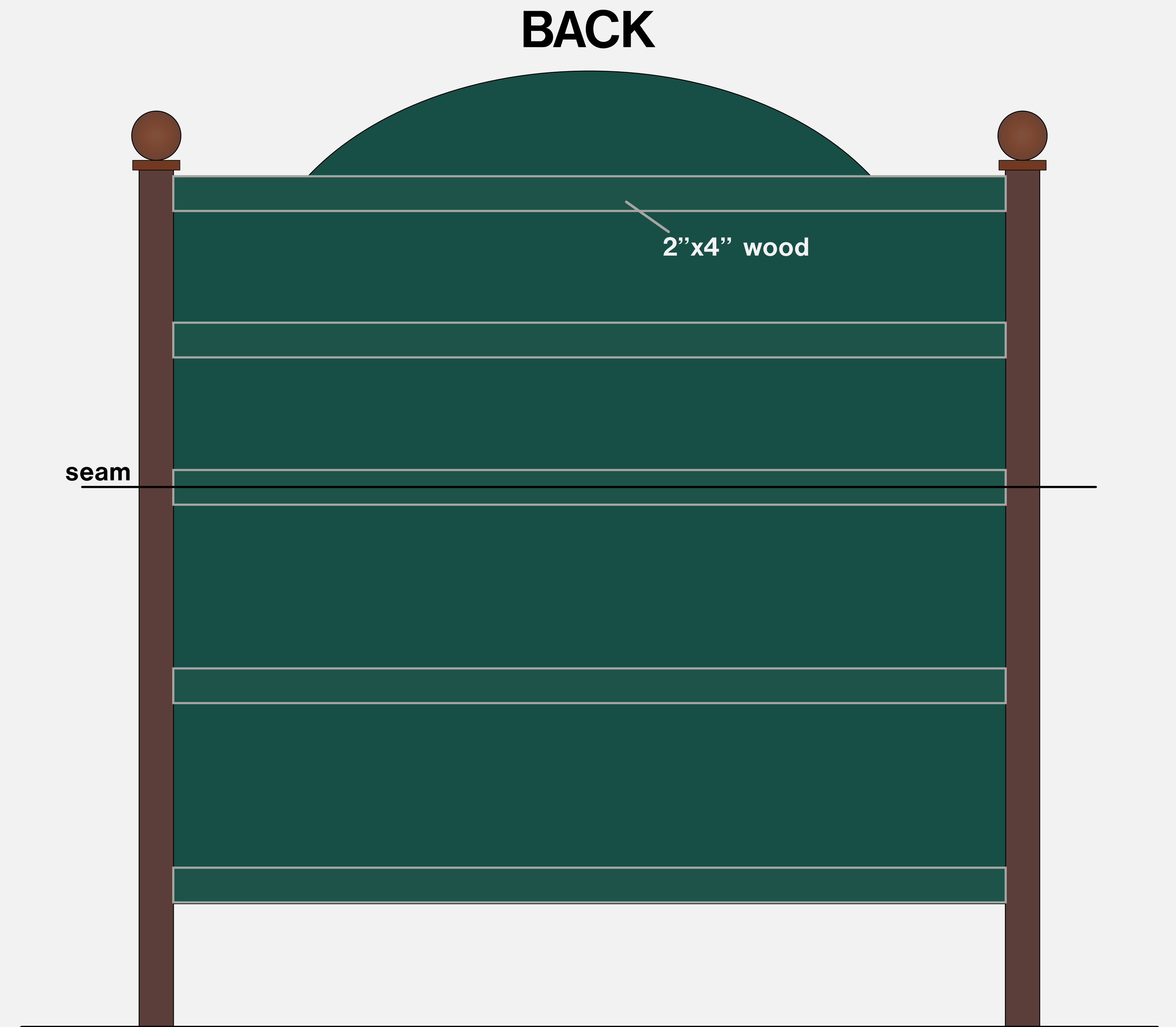
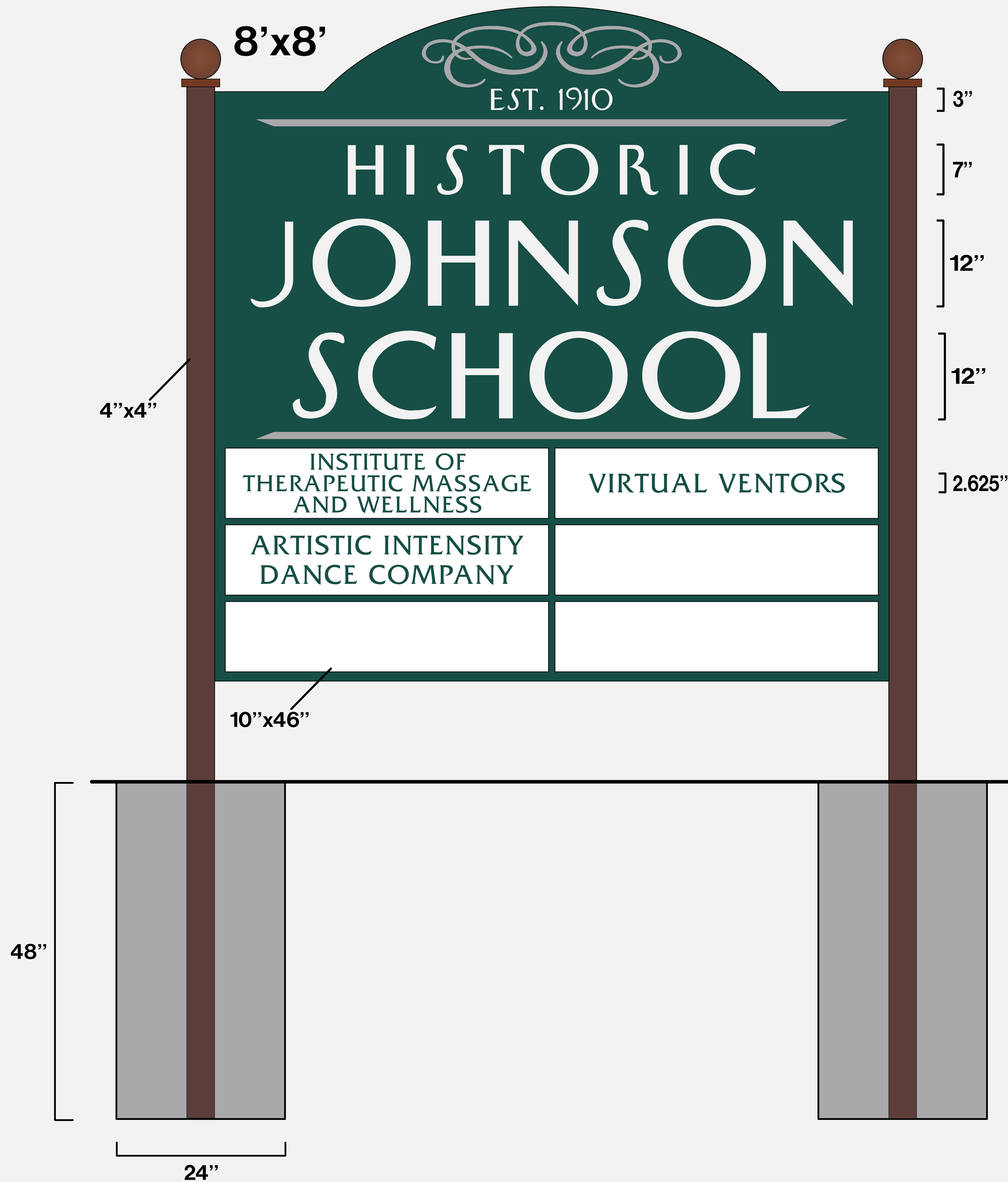
Office 563.326.6198
planning@davenportiowa.com

APPLICATION FOR

CERTIFICATE OF APPROPRIATENESS

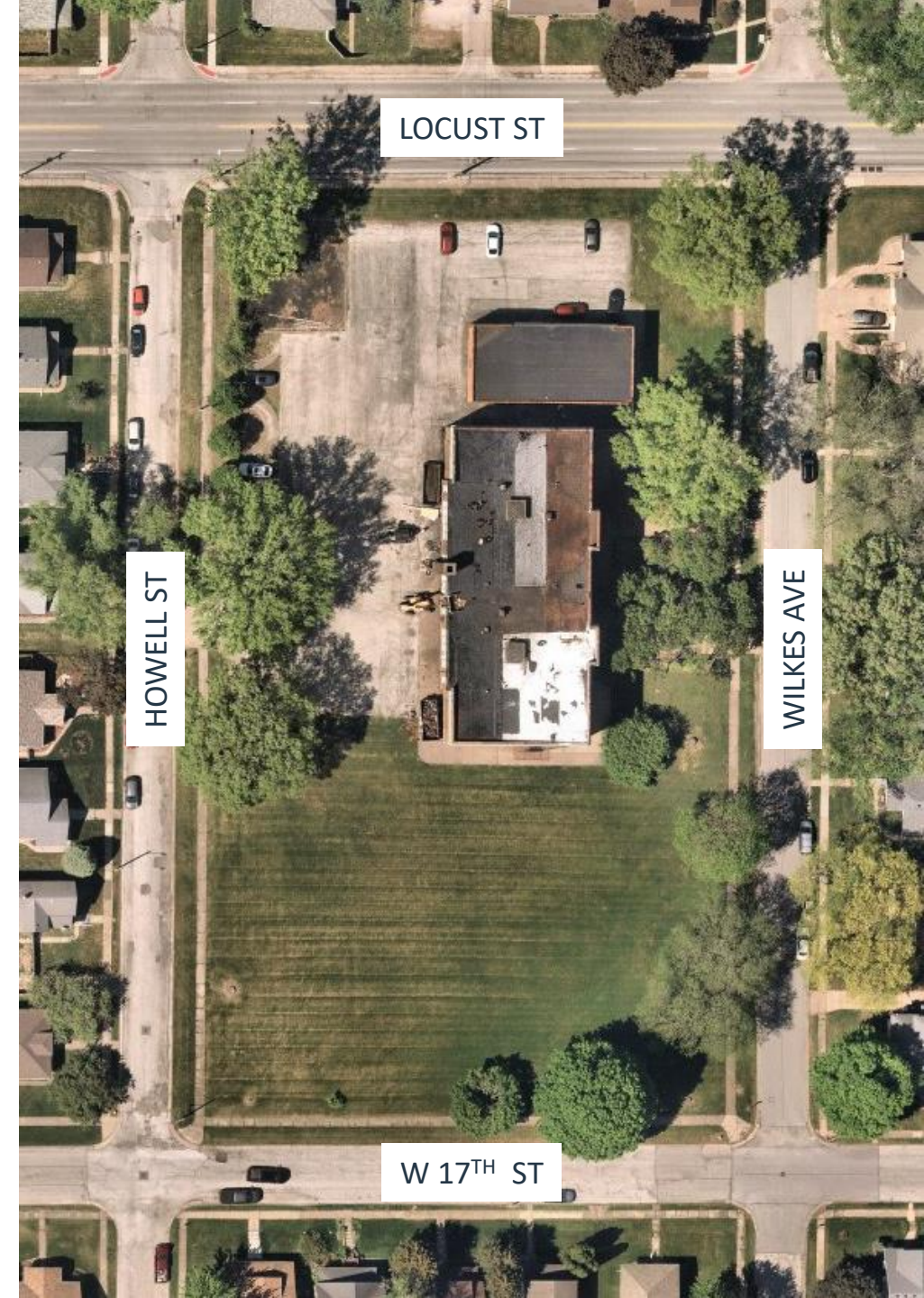
HISTORIC PRESERVATION COMMISSION

APPLICANT INFORMATION	
APPLICANT NAME Alyson Weir and Lucky Lang	BRIEF OVERVIEW OF THE PROJECT (not a scope of work) Replace the Institute of Therapeutic Massage sign facing Locust with a new sign saying Historic Johnson School with drop down tenant panels. Coloring of grey, green, and brown to match the original tiling upon entry into The Historic Johnson School.
ADDRESS 5861 Emily Rd	
CITY, STATE, ZIP Bettendorf, IA 52722	
PHONE (847) 431-2524	
SECONDARY PHONE (563) 676-9031	
E-MAIL ADDRESS luckyteamfl@gmail.com alyson.weirinvestmentsllc@gmail.com	
Acceptance of Applicant I, the undersigned, certify that the information on this application to the best of my knowledge is true and correct. I further certify that I have a legal interest in the property in question, and/or that I am legally able to represent all other persons or entities with interest in this property, and acknowledge formal procedure and submittal requirements. In addition to the application fee, I understand I am responsible for attendance at the meeting as shown on the historic preservation commission calendar. The City reserves the right to require further site studies as necessary.	
ALL SUBMITTALS SHALL INCLUDE: Full Scope of Work (SOW) attached as a .PDF all work & materials shall be described & itemized/listed in detail Photos or renderings of all existing building/sign façades Proposed color building/sign elevations to scale rendered showing existing and/or proposed building materials Material specs: type, dimensions, color & manufacturer MINOR & MAJOR ADDITIONS, SITE IMPROVEMENTS, & NEW BUILDINGS SHALL INCLUDE ADDITIONAL ITEMS*: Dimensioned Site Plan (proposed & existing buildings/site items) Grading Plan with 2 foot intervals (if needed) Mechanical Screening shall be shown Materials Board of sample building materials proposed * Major Additions & New Buildings may require more extensive information	
APPLICABILITY PRIOR to any work on applicable Historic Resources: A Certificate of Appropriateness must be submitted & approved PRIOR to the commencement of the following: <ul style="list-style-type: none">Any Building or Sign Permit changing the exterior (except demo)New construction/Addition or exterior alteration of a structureSign installation or alteration	
Demolition of any local or national historic resources shall require a Historic Demolition Request Application	
DEVELOPMENT TEAM	
Property Owner Alyson Weir and Lucky Lang	
Address 5861 Emily Rd Bettendorf IA 52722	
Phone (847) 431-2524	Secondary Phone (563) 676-9031
E-Mail Address luckyteamfl@gmail.com alyson.weirinvestmentsllc@gmail.com	
Project Manager/Other Doug Jarvis ACME Sign Co	
Address 1504 W 4th St Davenport IA 52802	
Phone (563) 322-7947	Secondary Phone
E-Mail Address jarvis.douglas@acmesigncoinc.com	
Formal Procedure (1) Application: <ul style="list-style-type: none">Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of applicant's scheduled meetings. (2) Scope of Commission's Consideration: <ul style="list-style-type: none">Only work described in the application may be approved.If insufficient information exists to make a proper judgment on the application, the Commission may continue the consideration a maximum of 60 days, excluding applicant's continuances. (3) Post Commission Ruling: <ul style="list-style-type: none">An approved Cert. of Appropriateness does not constitute a City permit or license and does vest against any other land development regulation or regulatory approval. Applicant must contact necessary development authorities.COA approval expires one year from the date of approval unless a building permit is obtained within such period. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.Appeals to determinations are \$75 made to City Council and shall be in writing submitted to the Zoning Administrator within 30 calendar days of Commission's decision.	
Application Fee: NONE	
Submit this form with attachments to: planning@davenportiowa.com	



4"x4" WOLMANIZED POSTS
AUGER 2 - 24" DIAMETER HOLES 4' DEEP
2 - 4"x4" WOLMANIZED POSTS PAINT BROWN
W/ DECORATIVE POST CAPS
2"x4" WOLMANIZED
STRINGERS PAINTED FOREST GREEN TYING
POSTS TOGETHER
SIGN FACE - POLYMETAL (ACM) 2 THIN SHEETS
OF ALUMINUM LAMINATED TO A SOLID
PLASTIC CORE. BACK OF SIGN FACE FOREST GREEN
FRONT OF SIGN FOREST GREEN
W/ REVERSED OUT WHITE LETTERS
TENANT PORTION WHITE WITH FOREST GREEN LETTERS

Johnson School



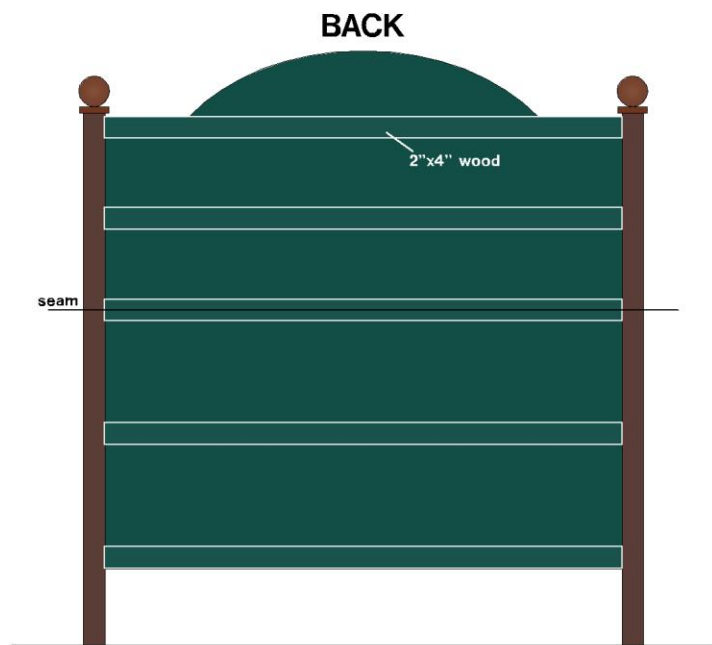
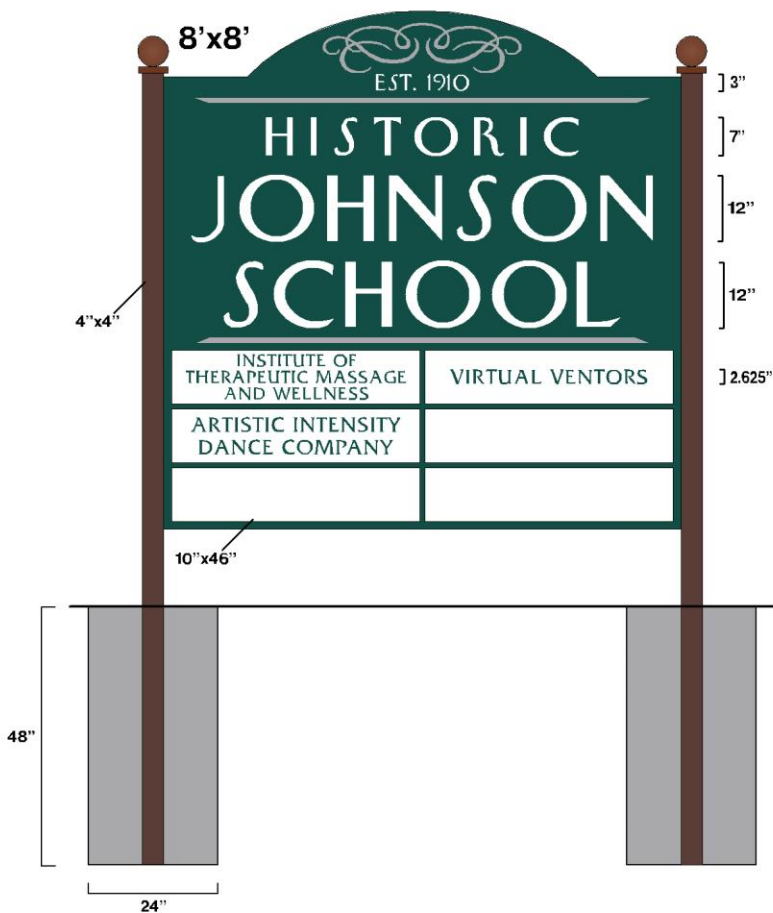
Project Scope

- Install a new freestanding sign.
- Existing sign to be removed.
- New sign to be installed at the same location near the corner of Locust Street and Wilkes Avenue.



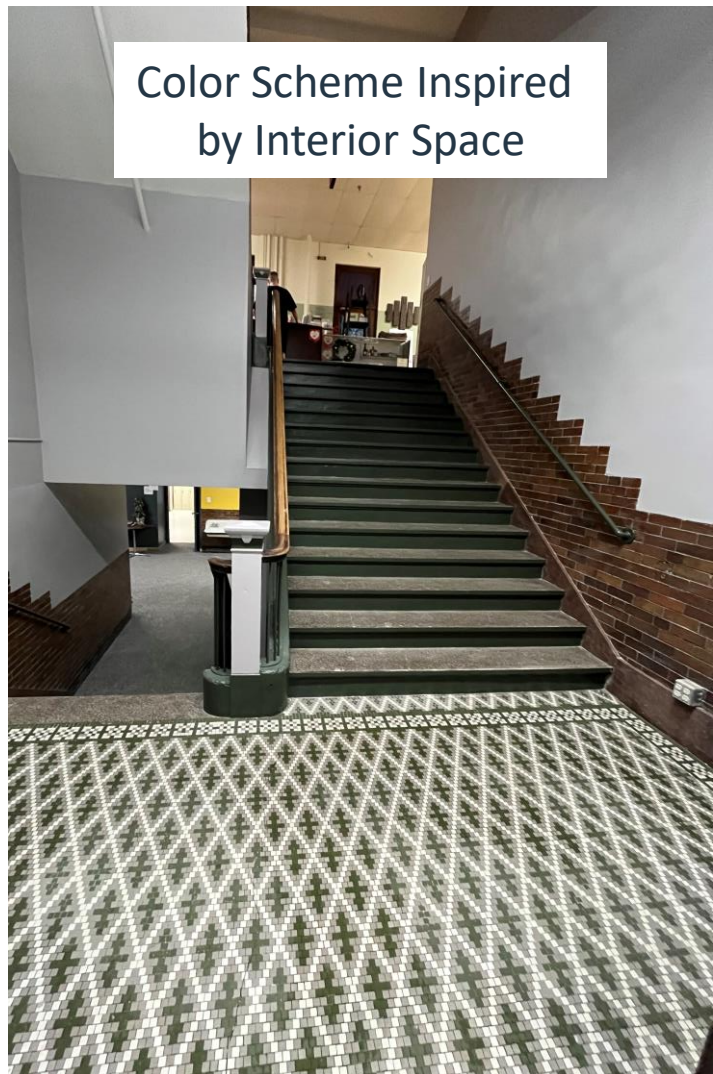
Johnson School

DAVENPORT
IOWA | USA



4"x4" WOLMANIZED POSTS
 AUGER 2 - 24" DIAMETER HOLES 4' DEEP
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 FRONT OF SIGN FOREST GREEN
 W/ REVERSED OUT WHITE LETTERS
 TENANT PORTION WHITE WITH FOREST GREEN LETTERS

Color Scheme Inspired
by Interior Space





City of Davenport

Nomination No: _____

“INDIVIDUAL PROPERTY” NOMINATION

for the

DAVENPORT REGISTER OF HISTORIC PROPERTIES

Historic Preservation Commission City of Davenport, Iowa

Please Provide the following information: (Please type or print)

Address of the Property: 1730 Wilkes Avenue

Legal Description of the Property: Subdivision Name: Fairgrounds Addition

Block: Block 3 Lot: _____

Historic Name (or proposed historic name): Johnson School

Date listed on *National Register of Historic Places* (if applicable): _____

(If listed, NRHP Site No. #82-10-)

NRHP Historic District (if applicable): None

Who is the PETITIONER for Nomination: Owner(s) of Record: X HPC: _____ (check one)

Owner(s) of Record: Dan Howes / Lifetime Fitness Inc.

Owner(s) Address: (Name) Dan Howes / Lifetime Fitness Inc.

(Street) 30007 150th Street

(City, State & ZIP) Long Grove, Iowa 52756

Owner(s) Telecommunications: Work: (563) 445-1055 Home: (563) 285-5201 Mobile: (563) 349-5414

Fax: _____ Email: _____

Current Use of the Property: Institute of Therapeutic Massage and Wellness Day Spa - School

Original Function of the Property: School

The Petitioner shall submit the following information:

- (1) Four 4" x 6" photographs showing all elevations (These will become part of the Commission's permanent file and cannot be returned.)
- (2) Any historical photographs, if available. (Clear photocopies of the photographs are acceptable at the time of application as long as petitioner brings reprints and/or slides of historical photographs to the meeting for HPC review. These will be returned after consideration of the nomination is complete.)
- (3) Physical Description of the Property: (Applicant may use as many continuation sheets as necessary)

Date of Construction: 1910 Architectural Style: Tudor Revival

Building Materials: Foundation: Brick Walls: Brick

Roof: Tar and gravel Other: Architects were Clausen and Clausen

Distinctive Features: Towers either side of entry with tudor stone arch, grouped windows, diamond decorative brick patterns on façade and parapet.

Alterations: None apparent, other than 1959 addition which provided an all purpose room, stage and kitchen.

- (4) A narrative describing why the property satisfies the “Designation Criteria” listed in Section 17.23.060(2) of the 1990 Municipal Code. Please describe both the property’s present and historic physical appearance as it relates to the definitions of Architectural and Historical significance in contained in Section 17.23.030¹.

The “Designation Criteria” are defined in the 1990 Municipal Code as follows:

Designation Criteria: Section 17.23.060(2). The Commission shall, after such investigation as it deems necessary, make a recommendation to the City Council as to whether a nominated structure or district qualifies for the Local Register. To qualify, a property must satisfy one or more of the following criteria:

- (A) It is associated with events or persons that have made a significant contribution to the broad patterns of history of the city, county, state and/or nation; and/or
- (B) It embodies the distinctive characteristics of an architectural style valuable for the study of a type, period or method of construction; and/or
- (C) It represents the work of a master builder, craftsman, architect, engineer or landscape architect or possesses high artistic, values.

- (5) A list of major bibliographical references.

“I, petitioner for the nomination of the aforementioned property to the Davenport Register of Historic Properties, do hereby state that all the information contained herein is, to the best of my knowledge, accurate and that there are no negligent or fraudulent misrepresentations of fact. I also understand that fraudulent misrepresentations of fact contained in this nomination form shall be sufficient cause to immediately nullify the nomination process.

Owner(s) of Record or Authorized Agent

Date

¹ Definitions of Architectural and Historical significance can be found in Sections 17.23.030(3) and 17.23.030(19) respectively.

Please return the completed application to the:

Historic Preservation Commission
Community & Economic Development Department
226 W. 4th Street
Davenport, Iowa 52801

Direct your questions to the Commission Secretary at 326-7765.

Your Nomination for Designation will be considered by the Historic Preservation Commission at its public meeting scheduled for:

month day year

All Historic Preservation Commission Public Meetings are held in the City Council Chambers at City Hall on the 2nd Tuesday of every month at 4:30 p.m. unless otherwise notified.

Staff will keep the original signed nomination form and will return to the petitioner a photocopy of the application with staff comments.

PLEASE NOTE: The owner(s) of record, or an agent acting on their behalf (petitioner), should plan to attend the Commission meeting in person. It is important for someone to be present to respond to the Commission's inquiries and comments. If no one is present, the nomination process may be delayed indefinitely.

For Staff Only:

Received by: _____

Commission Secretary or Designee Date

Is application complete? Yes No

If not, explain: _____

Continuation Sheet:

Johnson School meets criteria "B" for nomination as a City landmark in that it is a good example of the Tudor Revival style in a large institutional building.

The school also meets criteria "C" as it represents the work of an important architectural firm, Clausen and Clausen. This firm was certainly Davenport's most prominent architectural firm during the period in which the building was constructed.

A summary history of the school follows:

On June 8, 1908 the Davenport Board of Education purchased Block #3 Fair Grounds Addition for the sum of \$5,775.00.

On March 8, 1909 an election for the purpose of approving the sale of bonds in the amount of \$60,000.00 to erect, equip and furnish a school on the site purchased in 1908. Approval of voters was given.

The architectural commission for the school was given to Clausen and Clausen, the City of Davenport's most prominent architectural firm of the period.

Frederick G. Clausen was born in Eckern Forde in Schleswig, Germany. He studied architecture in his native land and then came to Davenport in 1869. He first worked as a draftsman for contractor-builder T.W. McClelland and then started his own practice in 1871. Frederick Clausen became a member of the Architectural Association of Iowa at its founding in 1885 and was elected to membership in the National American Institute of Architects the same year. In 1903 Clausen became a founding member of the Iowa Chapter of the American Institute of Architects.

The firm became Clausen and Clausen in 1904 when his son Rudolph joined the firm. This partnership continued until Frederick retired in 1914. Individually and/or together the Clausens designed a number of the City of Davenport's most prominent buildings.

The firm has since gone through several incarnations and is still in business today (the oldest Iowa architectural firm in existence) as Scholtz-Gowey-Gere-Marolfe. This firm was able to provide planning staff with copies of the original architectural plans for Johnson School.

The new school opened in 1910 as Johnson School. It served students in grades one through eight until 1913 when kindergarten was introduced in the Davenport schools.

Continuation Sheet:

After the Intermediate Schools (Junior High) opened in 1919, Johnson served students for grades kindergarten through grade six.

In the fall of 1940 the school continued as a K-6 school; however, changes were made in how instruction was delivered to grades four through six. Some of the classrooms were renovated to serve as a central library, a science/art room and rooms for teaching math and music. A basement room was equipped to serve as a gymnasium for physical education instruction.

In 1959 an addition to the building provided an all purpose room with a stage and a kitchen. This new room provided a gymnasium, auditorium and lunch room.

At the end of the 2001-2004 school year Johnson School was closed and the building was subsequently sold for commercial purposes. It was purchased by Dr. Dan Howes becoming the Institute of Therapeutic Massage and Wellness.

Historic Preservation Ordinance

Section 14.01.060 Certificate of Appropriateness Review Process

C. Commission review process - Standards for review. In considering an application for a certificate of appropriateness, the commission shall be guided by the following general standards in addition to any other standards or guidelines established by ordinance for a local landmark or historic district. In all cases, these standards are to be applied in a reasonable manner, taking into full consideration the issue of economic feasibility and other technical considerations.

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration; and
2. The removal, alteration or concealing of distinguishing exterior architectural features and historic material of a designated property should be avoided when possible; and
3. All designated property shall be recognized as a product and physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural architectural features shall be discouraged; and
4. Most properties change over time, and those changes that have acquired architectural and/or historical significance in their own right shall be recognized, respected and retained; and
5. Distinctive architectural features, construction techniques and/or examples of craftsmanship that characterize a designated property shall be treated with due consideration; and
6. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence; and
7. Activities that cause deterioration of a designated property and its architectural features shall be discouraged. In those cases where the damage would be irreversible, such as sand-blasting and wet blasting fire-hardened bricks, the activities shall be prohibited. If cleaning is to be done, the gentlest means possible shall be encouraged; and
8. Known significant archeological resources possibly affected by a proposed activity shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken; and
9. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

D. Design criteria to implement review standards. When the commission is considering an application for a certificate of appropriateness, it shall consider the following architectural design criteria, or elements of design as they relate to the standards for review prescribed in Section 14.01.040C.

1. Height. The height of any proposed addition, construction or reconstruction should be compatible with the designated property and the surrounding structures, if located within a designated historic district; and
2. Proportions. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property; and
3. Scale. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property or district; and
4. Materials. Historic or original architectural features, or replacement elements which in all ways replicated the original, should be repaired whenever possible; and
5. Relationship of building masses and spaces. The relationship of a structure within a designated historic district to the rear, side and front yards between it and surrounding structures should be compatible; and
6. Roof shape. The roof design and shape should remain consistent with its original configuration and character; and
7. Site improvements. Landscaping and other site improvements, including off-street parking, should have as minimal of an impact as possible to the designated property's original plan/layout and its visual character.

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case COA23-07: Request for exterior alteration at 630 West 5th Street. The John Ruch House is located within the Hamburg Local Landmark Historic District. Duane Timm, petitioner. [Ward 3]

Recommendation:

A recommendation is made to approve the Certificate of Appropriateness for exterior alteration at 630 West 5th Street in accordance with the submitted plans, subject to the following condition:

1. The shutter design shall be reviewed and approved by City staff.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The project meets the following standards:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.
2. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property.

Background:

Project Scope:

The property owner is proposing the following three separate exterior alterations to the home. Architectural drawings were submitted detailing the design of the proposed work.

Installation of a New Hood Over Front Door:

The applicant has submitted photos of front door entries designed by Thomas McClellan in the Hamburg Historic District. There are markings on the brick on the front façade where a previous porch or covering would have been. Therefore, the applicant is taking inspiration from comparable architectural features throughout the historic neighborhood.

The proposed hood will cover the front door and extend 2'6" from the outside wall. The hood will have a copper clad roof and decorative wood brackets matching the design used on the east porch addition. The width of the hood is approximately 6'3.5".

After examining the Gaines Street elevation, staff believe there may have been a porch that expanded the entire width of the front façade. However, staff and the applicant are unable to locate a historic photo depicting either a front porch or a hood.

Therefore, the Commission shall evaluate whether the proposed design is compatible with the size, massing, scale, color, materials, and character of the property and district.

Reconstruct Front Porch:

The existing platform at the front of the home is not original and in need of replacement. There is a

building permit on file from August 21, 1962 stating the following scope of work: "Remove old front porch, patch brick work etc., as needed and replace with concrete platform and steps on foundation and footings and aluminum hood over door. All as per code."

Boyer's Ornamental Iron provided pictures of iron steps on buildings that were constructed at the same time period as the John Ruch House (1866). The applicant intends to install decorative metal railings, similar to the submitted photos and as depicted in the architectural drawing.

The metal bannister, railings, and cast iron panels will rest on a wood platform with composite flooring. The finished appearance will be similar to the staircase on the Lambrite-Iles-Petersen House at 510 West 6th Street.

Installation of Shutters:

As evidenced by markings on the masonry, it is believed the entire home had shutters. The applicant is petitioning to install new custom wood shutters on the front façade. Timberlane Shutter Company will manufacture the units to fit the historical context of the home.

The shutters will be made using western cedar wood. In order to protect the masonry, the shutters will not be bolted into the brick, but rather hang on appropriate hinges. The shutters will be functional and incorporate historically correct hardware.

Since the front windows are arched, the shutters will follow the same curve as the top of the window.

A drawing or sample of the shutters has not been submitted for review. However, the applicant intends to bring a sample of the material to the meeting for review.

ATTACHMENTS:

Type	Description
▣ Backup Material	Application
▣ Backup Material	Front Porch Plans
▣ Backup Material	Background Materials & Photos
▣ Backup Material	Historic Property Inventory Sheet
▣ Backup Material	Building Permit-Removal of Front Porch
▣ Backup Material	Historic Preservation Ordinance-Review Standards
▣ Backup Material	NPS-Technical Preservation Brief

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	2/10/2023 - 11:27 AM



Complete application can be emailed to planning@davenportiowa.com

Property Address* 630 W. 5th St Davenport, IA 52801

*If no property address, please submit a legal description of the property.

Applicant (Primary Contact)

Name: Duane E. Timm
Company:
Address: 630 W. 5th St
City/State/Zip: Davenport, IA 52801
Phone: 563-210-5987
Email: bigdaddydttimm@yahoo.com

Owner (if different from Applicant)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Engineer (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Architect (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Attorney (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Application Form Type:

Plan and Zoning Commission

- Zoning Map Amendment (Rezoning) ☐
Planned Unit Development ☐
Zoning Ordinance Text Amendment ☐
Right-of-way or Easement Vacation ☐
Voluntary Annexation ☐

Zoning Board of Adjustment

- Zoning Appeal ☐
Special Use ☐
Hardship Variance ☐

Design Review Board

- Design Approval ☐
Demolition Request in the Downtown ☐
Demolition Request in the Village of East Davenport ☐

Historic Preservation Commission

- Certificate of Appropriateness ☒
Local Landmark Nomination ☐
Demolition Request ☐

Administrative

- Administrative Exception ☐
Health Services and Congregate ☐
Living Permit ☐

Historic Resource:

- ☒ Local Hamburg Historic District
- ☐ Iowa Soldier's Orphans' Historic District
- ☐ Marycrest College Historic District
- ☐ Individually Listed Local Historic Landmark

Not sure if you have a Historic Resource? You can click [here](#) to access the City's GIS Map. Click the layers icon toward the top right of the page. Click the Planning Layers dropdown. Turn the Historic Resources layer on by checking the box.

Historic Resources requiring a Certificate of Appropriateness are mapped with a  or .

If you are unsure, please contact the Community Planning and Economic Development staff at (563) 326-6198 or planning@davenportiowa.com for assistance.

When is a certificate of appropriateness required?

Prior to the commencement of the work.

What type of activity requires the approval of a certificate of appropriateness?

Any activity requiring a building or sign permit, except demolition, that would change the exterior architectural appearance of a structure. Examples include new construction, exterior alterations, relocations, reconstructions and infill development.

Submittal requirements

- Please contact Planning staff at (563) 326-6198 or planning@davenportiowa.com so we can help you determine what exactly is required to be submitted.
- Incomplete applications will not be accepted.

Submittal requirements for all types of requests:

- The completed application form.
- A work plan that accurately and completely describes the work to be done.
- Color digital photographs depicting the building elevations and proposed construction.

Submittal requirements for specific types of requests:

Minor alterations to existing buildings and new and replacement signs (all of the above and):

- Specifications, including dimensions, material used and color of the material.
- A rendering of the proposed alteration as depicted on the existing building.
- Samples of the materials, including the color, along with scaled, accurately colored elevations for any proposed sign and/or sign package.

Minor additions, site improvements and outdoor storage areas (all of the above and):

- A dimensioned site plan, including the locations of any proposed or existing buildings on the subject parcel and on surrounding parcels.
- A preliminary grading plan showing before and after grades at two-foot contour intervals, where deemed necessary by the development official.
- Outdoor storage areas shall be reflected in the elevation drawings submitted and shall show their relationship to the building elevations as well as the materials and treatment proposed that would accurately reflect the screening of the storage areas.
- A landscape plan.

Major additions and new buildings (all of the above and):

- Reproductions of building or site information found in the historical surveys if applicable
- A verifiable legal description, or a land survey.
- A map showing the existing topography of other properties at two-foot contour intervals, extending one hundred feet from the subject parcel.
- Elevation drawings, in color and drawn to scale, of the front, sides, rear, and roof lines of all proposed buildings or structures, illustrating the appearance and treatment of required screening elements for roof-mounted equipment, where deemed necessary by the development official.
- A materials board containing samples of each type of exterior building materials.

Formal Procedure

(1) Application:

- Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.
- The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public meetings.

(2) Historic Preservation consideration of the request:

- Only work described in the application may be approved by the Commission.
- If the Commission determines there is insufficient information to make a proper judgment on the application, it may continue the application as long a period of 60 days has not elapsed from an accepted application. This time period does not apply if the applicant requests the continuance.

(3) After the Historic Preservation Commission's decision:

- If approved, a certificate of appropriateness does not constitute a City permit or license and does not vest against any other land development regulation or regulatory approval. You will need to contact Davenport Public Works and other regulatory agencies regarding permits and/or licenses.
- If approved, a certificate of appropriateness will expire one year from the date of approval unless a building permit is obtained within such period. The Zoning Administrator may grant an extension for a period of validity longer than one year. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.
- The applicant may appeal the Historic Preservation Commission's determination to the City Council. A written appeal along with payment of \$75.00 must be submitted to the Zoning Administrator within thirty calendar days of the Historic Preservation Commission's decision.

Applicant: Duane E. Timm

Date: 1/25/23

By typing your name, you acknowledge and agree to the aforementioned submittal requirements and formal procedure and that you must be present at scheduled meetings.

Received by:

Planning staff

Date:

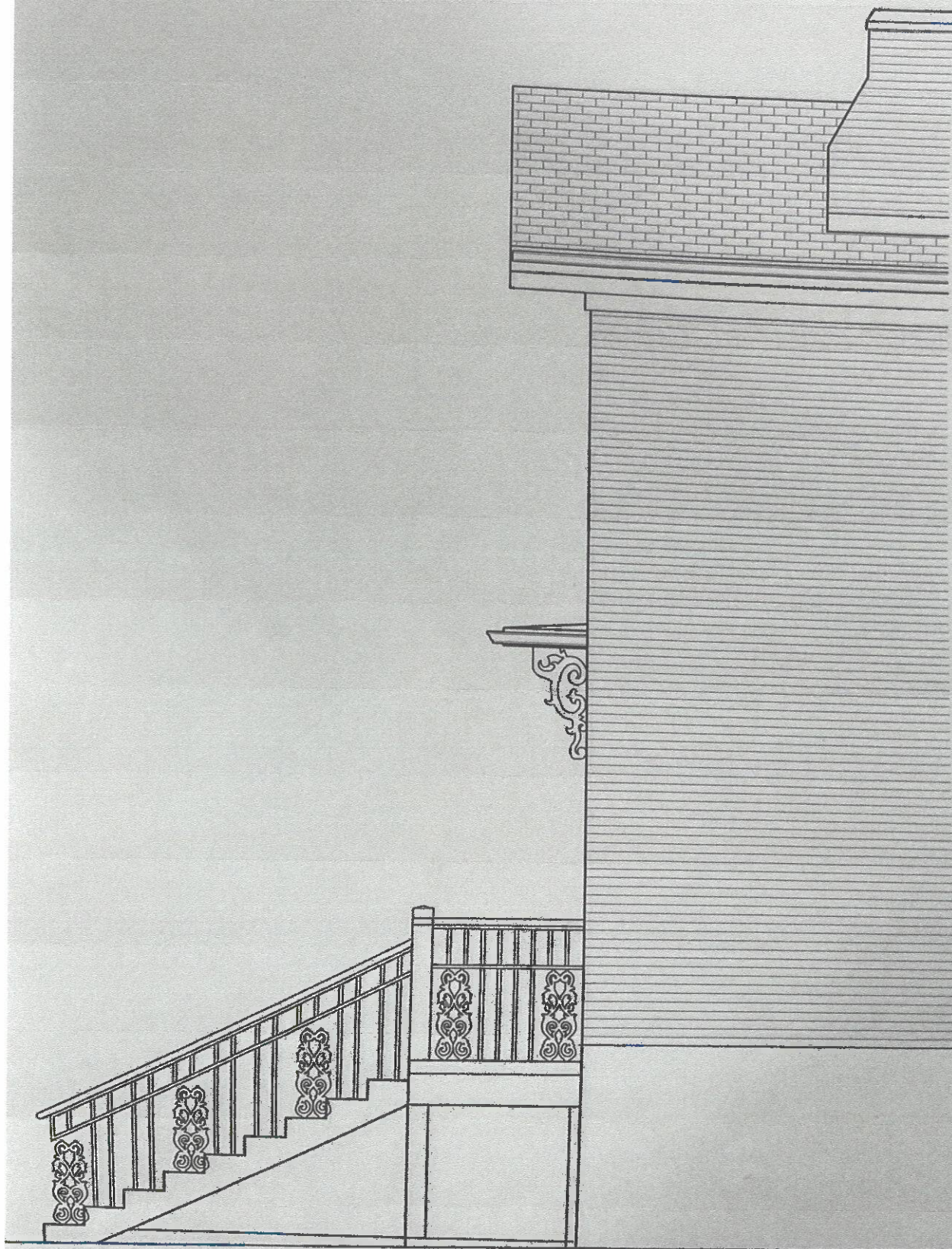
Date of the Public Meeting:

Meetings are held in City Hall Council Chambers located at 226 West 4th Street, Davenport, Iowa.

Work Plan

Please describe the work being performed. Please note that only work described in the application may be approved by the Board.

1. Platform at the front door. It was agreed that the existing platform has no historical significance and should be replaced. The HPC wanted to see a drawing of what this platform would look like. Also Boyler's Ornamental Iron has submitted pictures of Iron Steps on buildings of the same build date (1866) as my house.
2. Shutters. Once the entire house had shutters evidence exist of that fact. We would like to put shutters on the front facade. These shutters will be working shutters and will hang on historically correct hardware. They will not be bolted to the house. They will be made from wood - (Western Cedar)
3. Front door hood. I have submitted pictures of every single front door entry of a house built by Thomas McCellan. There are markings on the brick on each side of the door where this would have been. The Sandborn fire maps show a front porch in the 1880's - and the hood would have to be removed to install this porch. We are using the hood on the house corner of 6th St & Western for inspiration. It will include in the design the bracket approved by HPC for the side porch. The flashing and roof will be copper. As research into building practices from 1860's would have used.



PARTIAL EAST ELEVATION
PARTIAL WEST ELEVATION OPPOSITE HAND
SCALE: 1/4"=1'-0"



SOUTH ELEVATION

SCALE: 1/4"=1'-0"

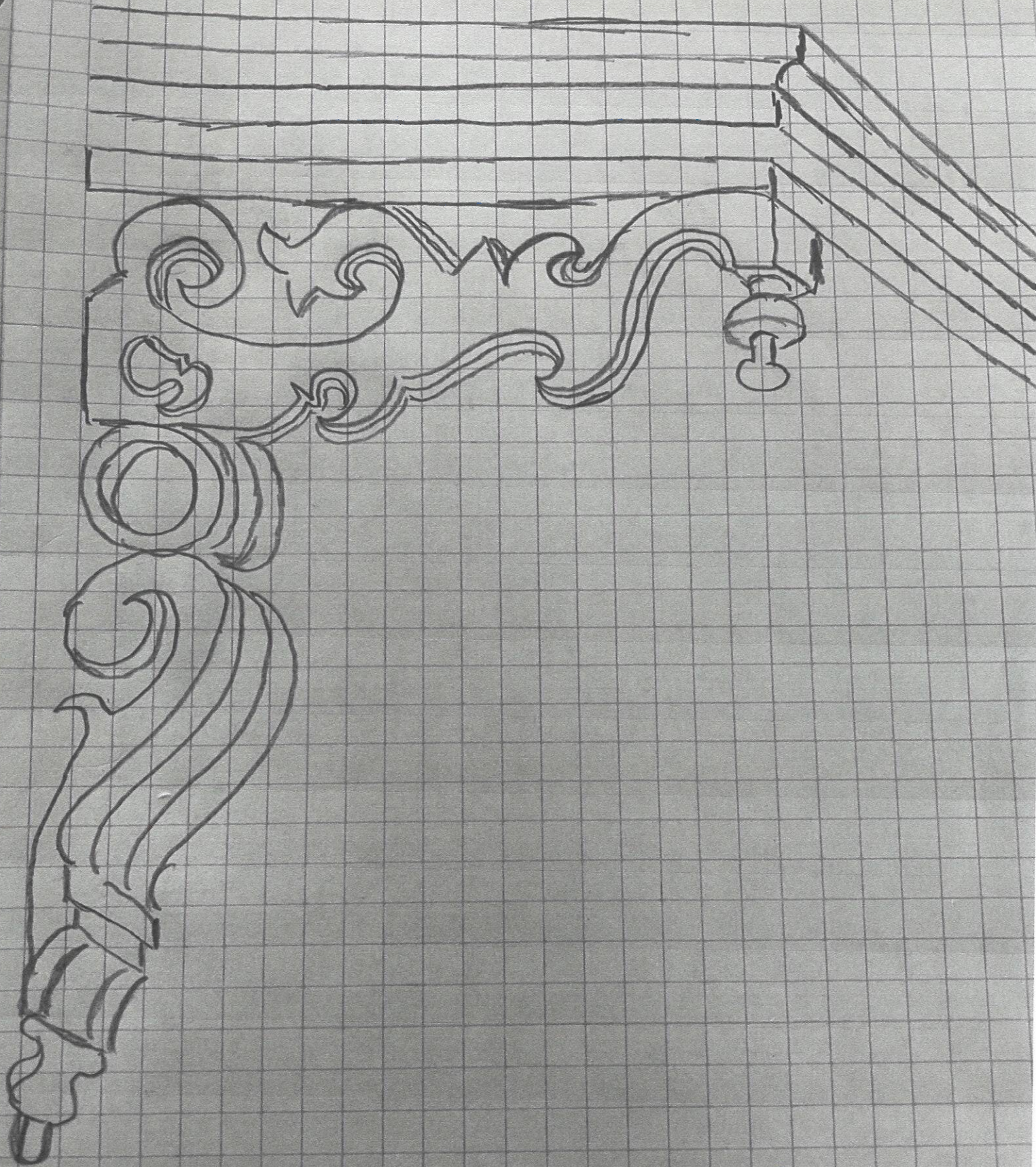
ENTRY REMODELING - GOMEZ/TIMM RESIDENCE

630 WEST 5TH STREET

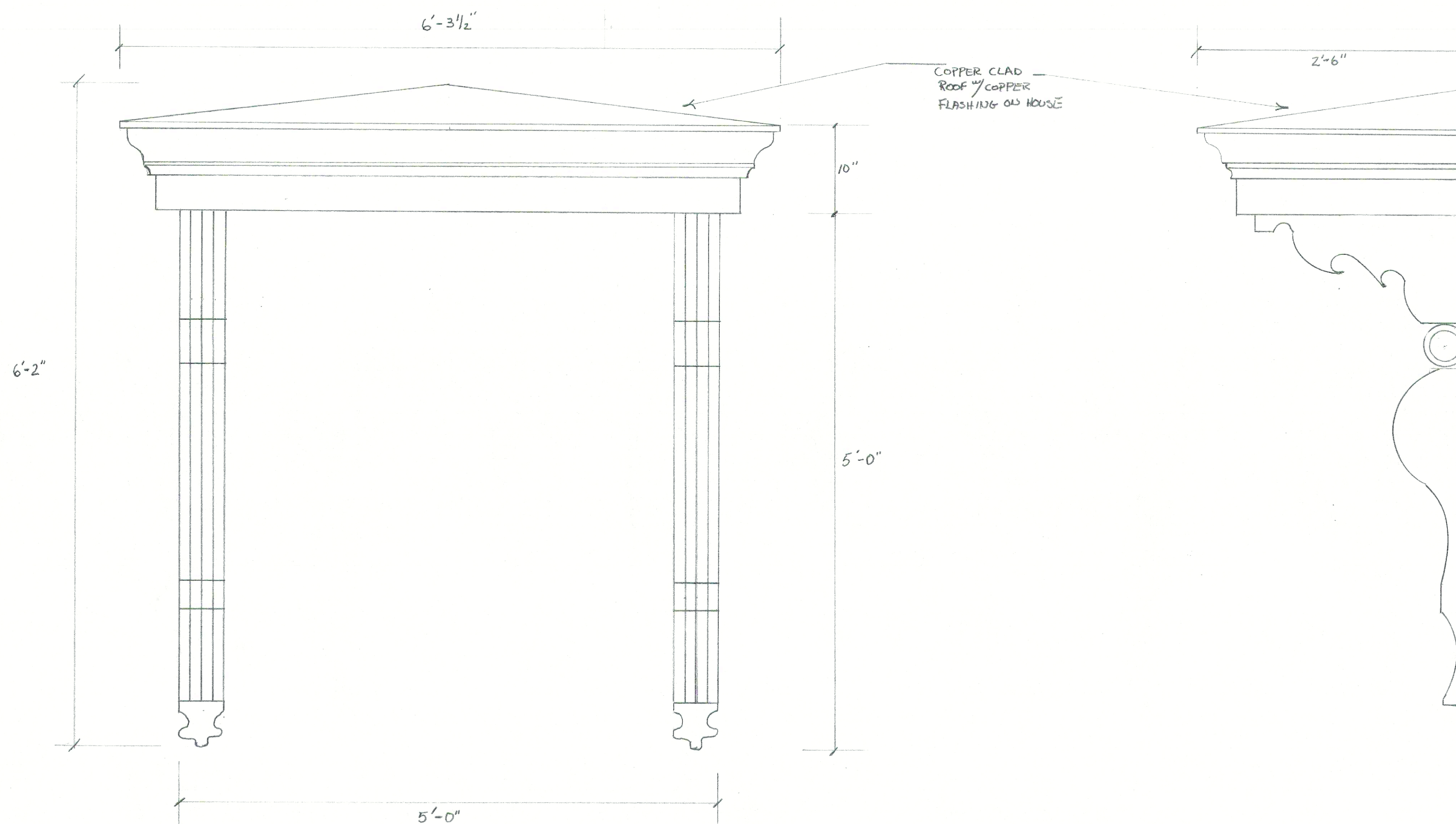
DAVENPORT, IOWA

OCTOBER 2, 2022

1.0



Hood Design for
630 W. 5th St.



ENTRY CANOPY

GOMET/TIMM RESIDENCE

630 WEST 5TH STREET

DAVENPORT, IOWA

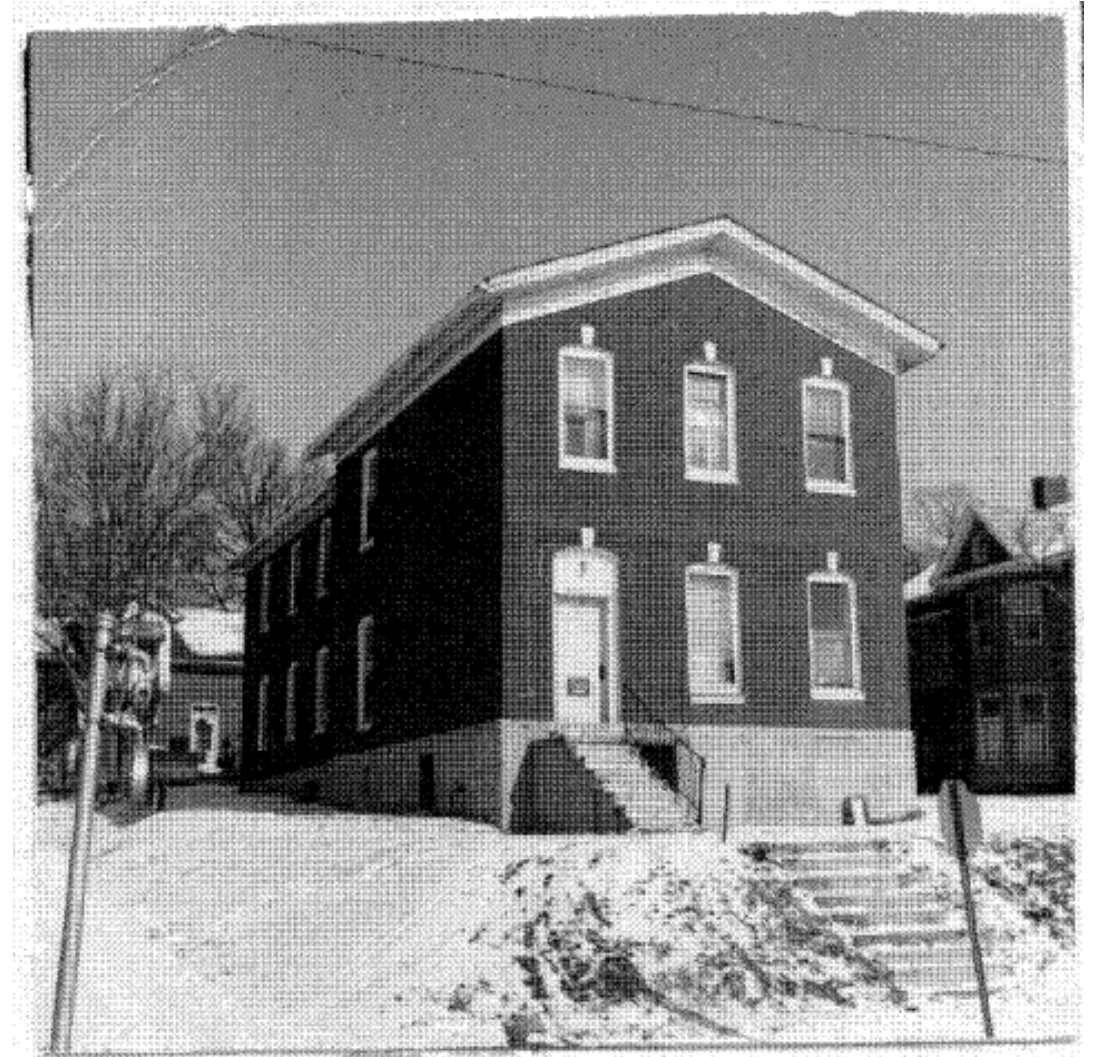
JANUARY 23RD 2023

John Ruch House

630 West 5th Street

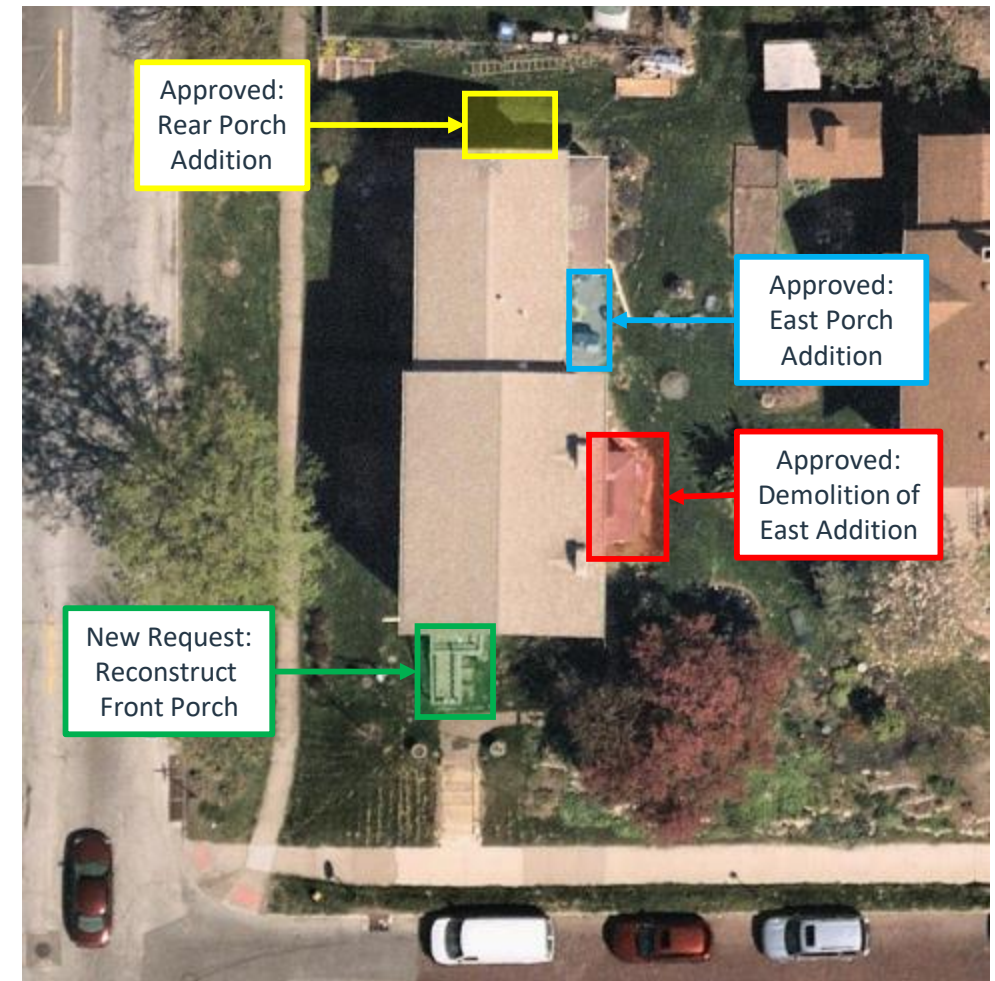
DAVENPORT
IOWA | USA

- Hamburg Local Landmark Historic District
- John Ruch (Ruch and Brother, Brick Manufacturer)
- Constructed Date: 1866
- Designed by Local Builder T.W. McClelland
- Architectural Style: Vernacular Greek Revival
- Materials: Brick on Stone Foundation
- Alterations:
 1. Porch Removed
 2. Front Basement Entrance Added
 3. 1st Story Windows Shortened



Project Scope

1. Install New Hood Over Front Door
2. Reconstruct Front Porch
3. Install New Wood Shutters on Front Façade



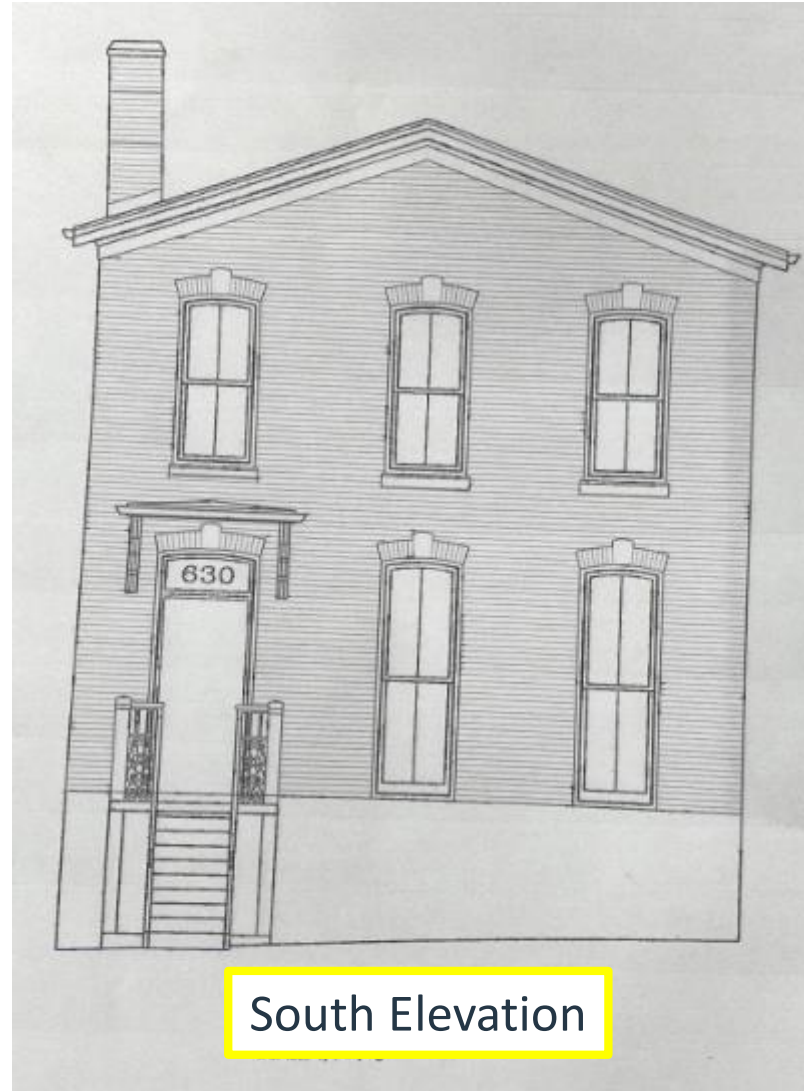
Previously Approved Projects

Front Porch & Hood

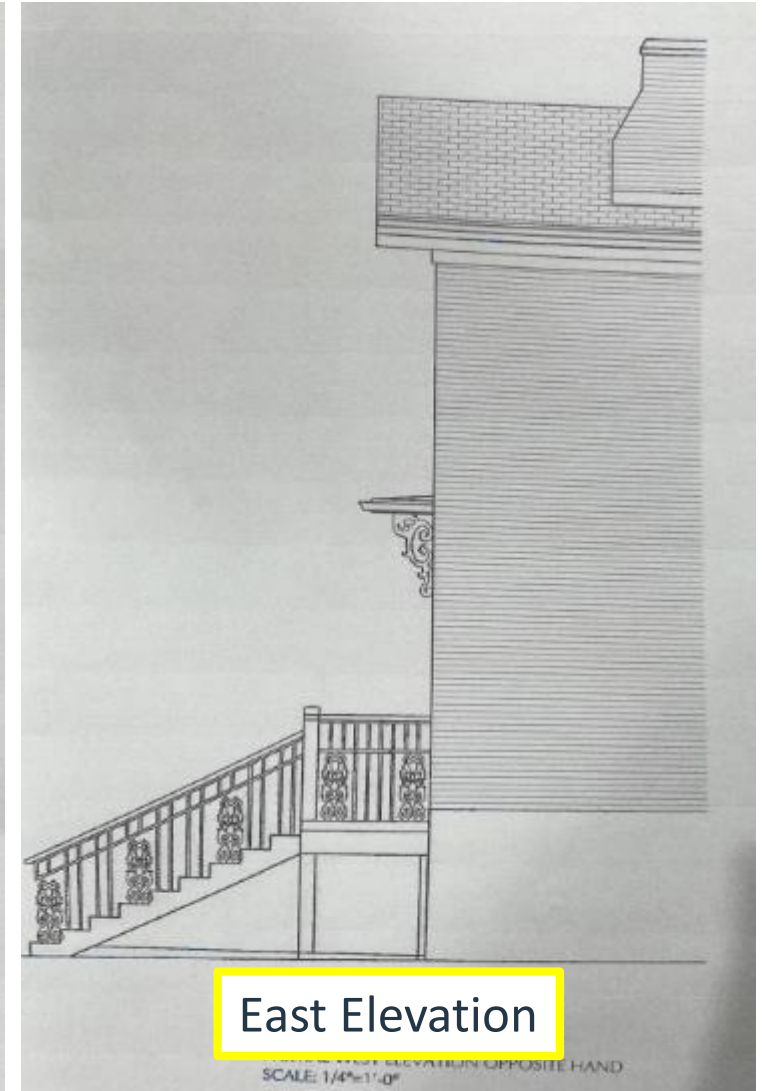
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Evidence of Prior Porch



South Elevation

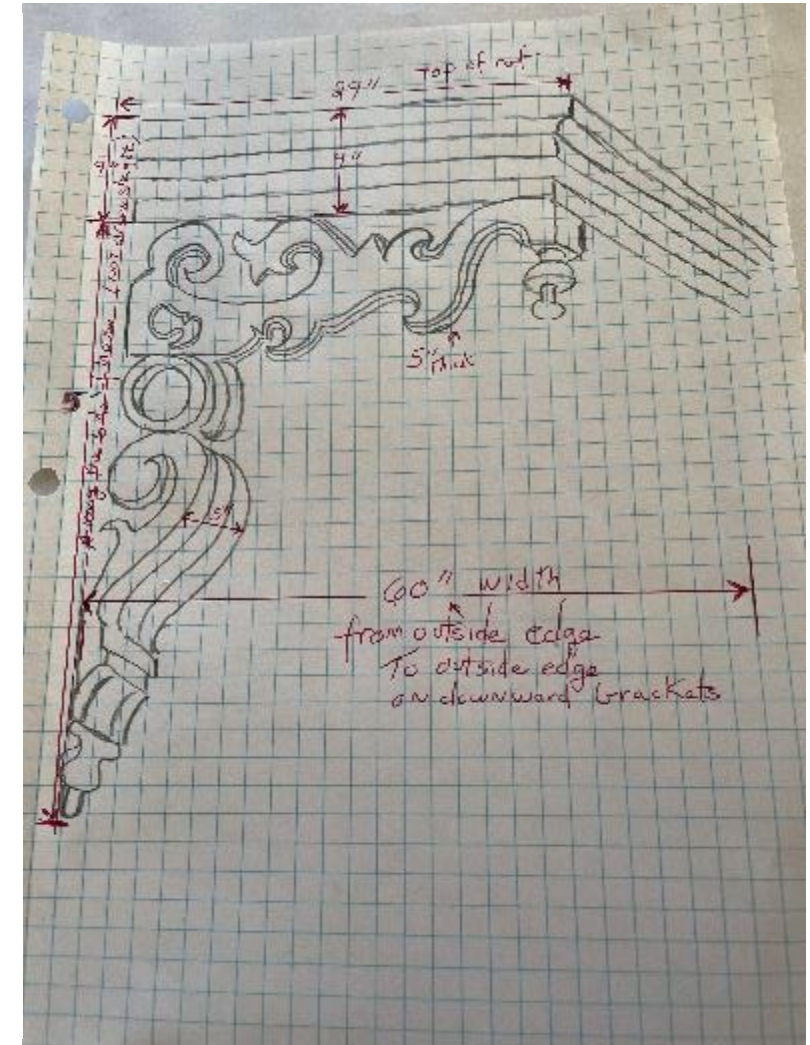
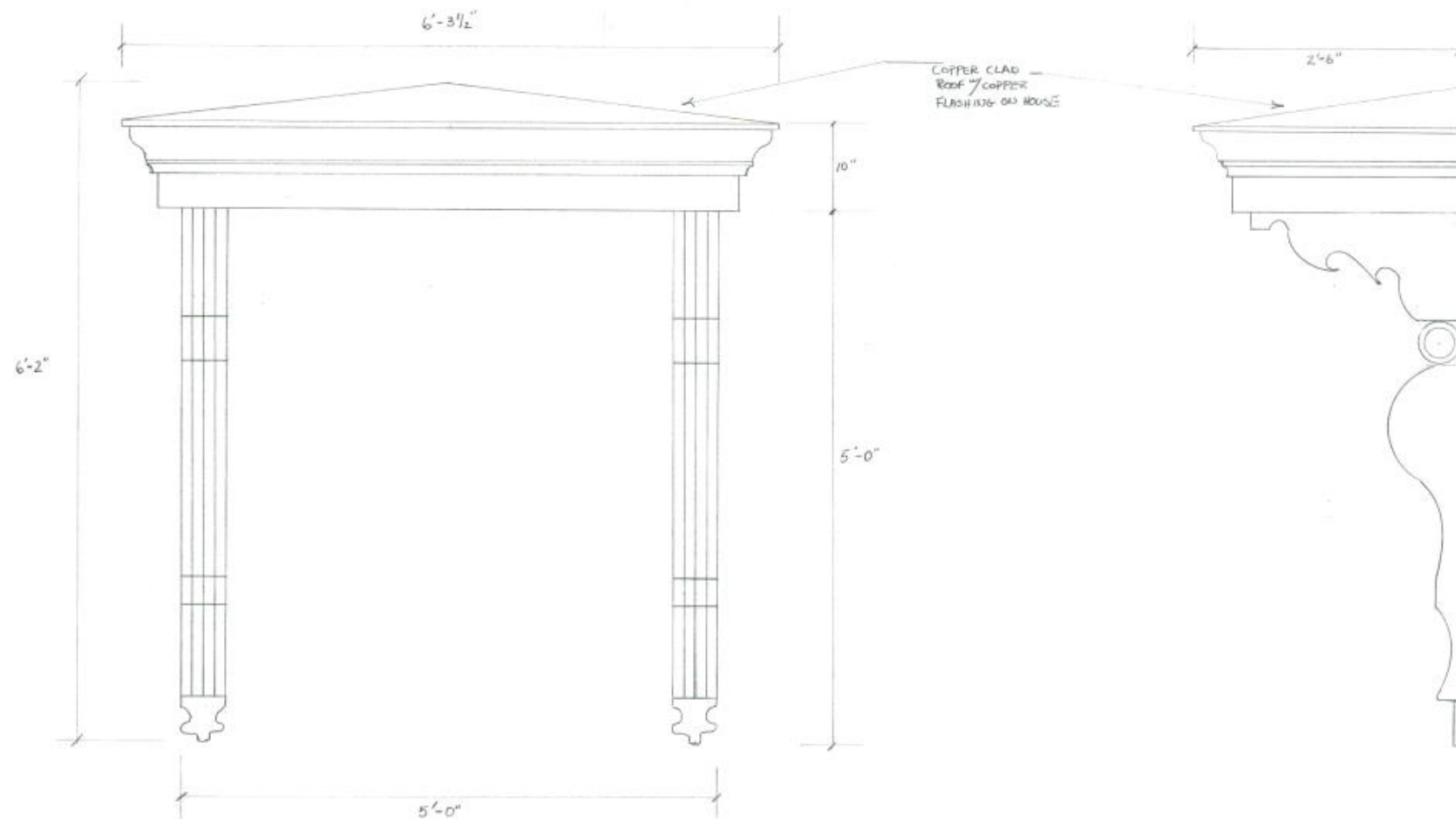


East Elevation

SCALE: 1/4"=1'-0"

Hood Design

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Hood Used for Inspiration

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Example Hoods Hamburg Historic District

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Example Hoods Hamburg Historic District

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Example Hoods Hamburg Historic District

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Example Hoods Hamburg Historic District

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Existing Front Porch

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Staircase Design

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Boyle's Iron Works – Cast Iron Stairs

Staircase Design

DAVENPORT
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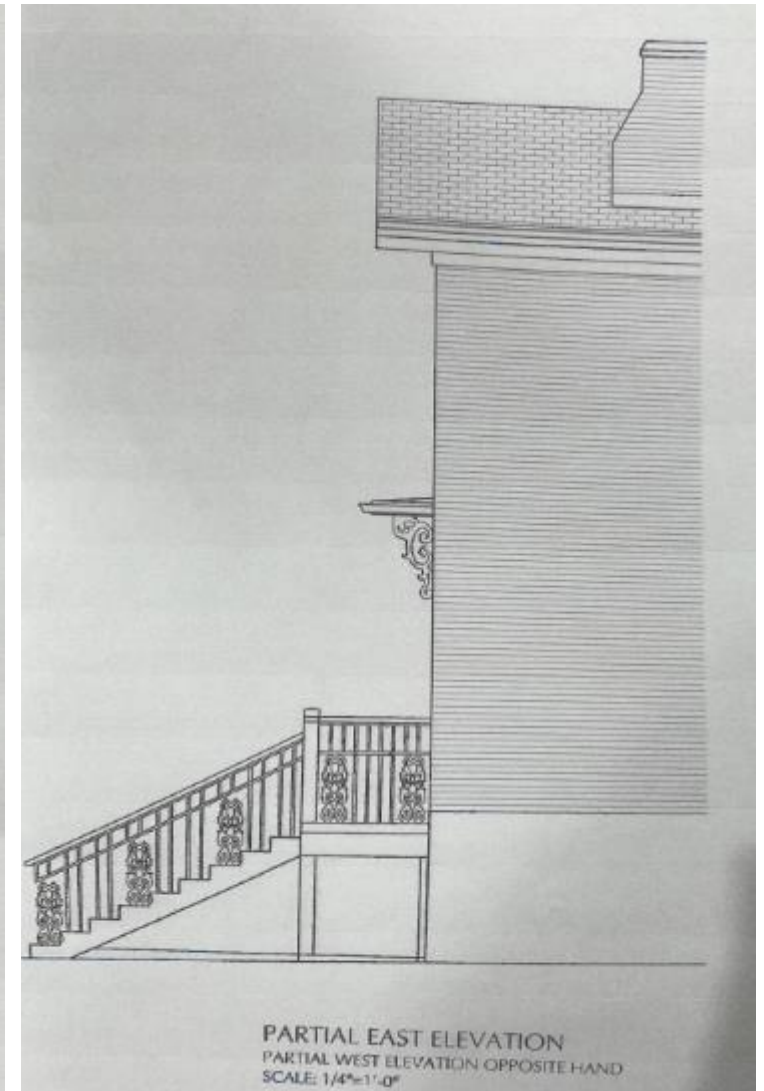
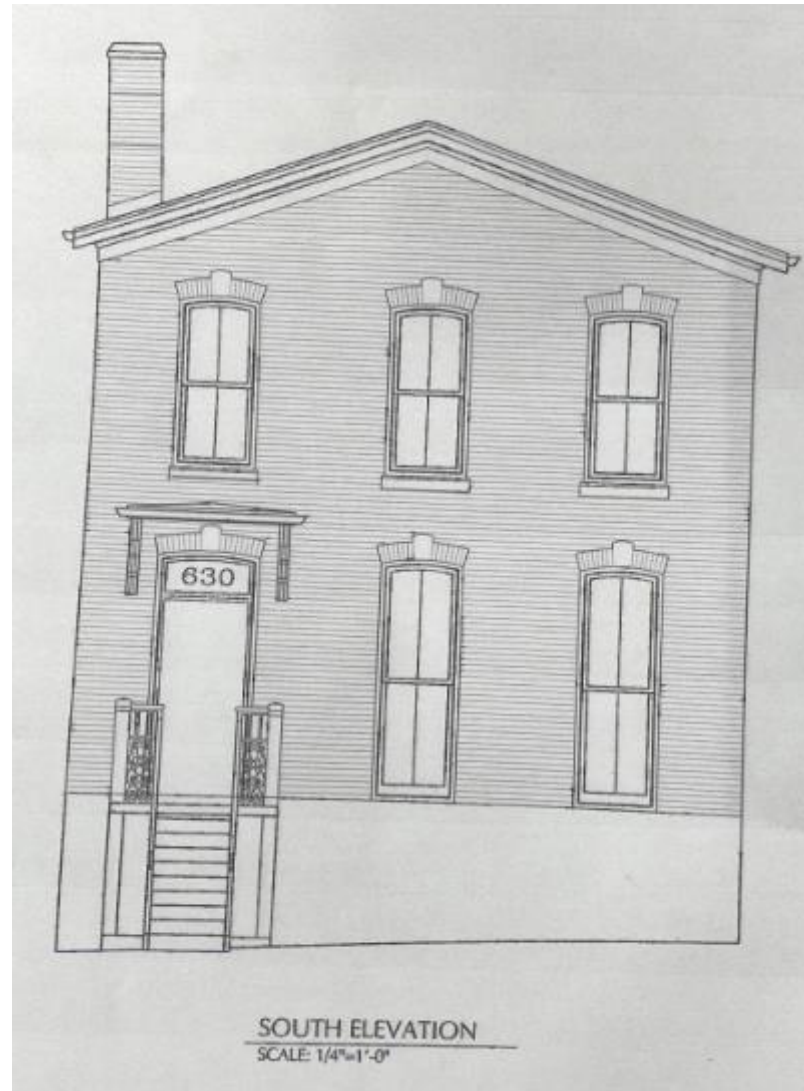


Boyle's Iron Works – Cast Iron Stairs

Staircase Construction

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- Construct a wood platform with composite floor, using composite for the treads and risers.
- Incorporate metal bannister and railings using cast iron panels.



Example Porch Design

Lambrite-Iles-Petersen House
510 West 6th Street

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Shutters

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IOWA | USA



Example Shutters

- Install shutters on the front (Gaines Street) façade.
- The shutters will be functional and match the dimensions of the window.
- Material: Western Cedar with Historic Hardware

Shutters



Markings on Façade Indicate the Home had Shutters

Shutters

There appears to be a historic wood shutter on the building at 614 W 5th Street.

This home was also built in a Vernacular Greek Revival architectural style.

This shutter design can serve as a template for the new shutters at 630 W 5th Street.



ARCHITECTURAL/HISTORICAL SURVEY

DAVENPORT, IOWA

The Architects Office

Wehner, Nowysz, Pattschull and Pfiffner
201 day building, iowa city, iowa 52240DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

SITE #82-10- 5-W630 MAP # 1

HIST. DIST. Hamburg

NAME John Ruch House (H) C

ADDRESS 630 W. 5th Street

LEGAL DES. Original Town Lot 1 (ex N32'
SUB-DIVISION 29 of W50')
BLOCK PARCEL SUB-PARCELUTM 15 17101170014591971410 ACREAGE -1 ZONE M-1
EASTING NORTHING

OWNER Diane L. Grau

1620 Ripley St., Davenport, IA 52803

TITLE H. Dee Jay, Inc.
(IF DIFF)

MAP



SITE SHEET

DESCRIPTION

FORM 2 story rectilinear front gable with 3-bay front CONST. DATE 1866

MATERIALS Brick on stone foundation ARCH STYLE Vernac. Greek Revival

FENESTRATION Segmental arches w/keystones

DIST. FEATURES

ALTERATIONS Porch removed, front basement entrance added, 1st story windows shortened

SITE & RELATED STR.

STATEMENT

This house in the Vernacular Greek Revival style is among the simpler buildings designed by local builder T. W. McClelland in the post-Civil War period. It is a representative and relatively early example of one of Davenport's most distinctive mid 19th century house types.

SOURCES

Oszuscik, pp. 301, 669

ARCHITECTURE

SIGNIFICANCE

HISTORY

DESCRIPTION

John Ruch was a partner in Ruch and Brother, brick manufacturers.

SOURCES

City Directories, 1866

Scott County, City of Davenport Tax Records, 1865, 1866, 1878, (Iowa State Historical Society Library, Iowa City, IA)

ARCHITECTURAL HISTORIAN: Martha Bowers

HISTORIAN: MARLYS SVENDSEN - ROESLER

SURVEY COMP. 1981

EVALUATION

ARCHITECTURAL

- I. ARCH. EVALUATION Good
II. ENVIR. STATURE Incident
III. INT. OF CONTEXT Excellent
IV. INT. OF FABRIC Excellent

LEVEL OF SIGNIFICANCE:

☐ NAT. ☐ STATE ☒ LOCAL ☐ N. ELIG.

HISTORICAL

I. THEME(S) OF SIGNIFICANCE:

A. PRIMARY _____

B. SECONDARY _____

II. LEVEL OF SIGNIFICANCE:

☐ NAT. ☐ STATE ☐ LOCAL

III. N.R.H.P.

ELIGIBLE ☐ NOT ELIGIBLE ☐

HISTORIC DISTRICT CLASSIFICATION

☒ A. ☐ B. ☐ C.

FOR DIVISION OF HISTORIC PRESERVATION USE ONLY

1. DATE RECEIVED _____

2. DATE OF STAFF EVALUATION _____

	A. ARCHITECTURAL	B. HISTORICAL
ELIGIBLE FOR N.R.H.P.	<input type="checkbox"/>	<input type="checkbox"/>
NOT ELIGIBLE FOR N.R.H.P.	<input type="checkbox"/>	<input type="checkbox"/>

3. N.R.H.P. ACTION

A. STATE REVIEW COMM.

APP. ☐ DISAPP. ☐ TABLED ☐ DATE _____

B. FEDERAL REVIEW

APP. ☐ DISAPP. ☐ TABLED ☐ DATE _____

4. D.H.P. SOURCES

☐ COUNTY RESOURCES☐ W'SHIELD SURVEY☒ N.R.H.P. 11/10/83☐ GRANT _____☐ DET. OF ELIGIBILITY☐ R. & C. _____☒ DAVENPORT A/H SURVEY☐ _____☐ _____

5. SUBJECT TRACES

6. PHOTO

1612-9

630 W. 5th Street

Permit No. [REDACTED]
Issued 8-21-62

Harry Wessel - 0
508 E. 29th St.

Same - C

Remove old front porch, patch brick work etc., as needed and replace with concr. platform and steps on fdtn. and ftgs. and alum. hood over dr. All as per code.

\$150.00

8-1-16-64 ZV-99.

Historic Preservation Ordinance

Section 14.01.060 Certificate of Appropriateness Review Process

C. Commission review process - Standards for review. In considering an application for a certificate of appropriateness, the commission shall be guided by the following general standards in addition to any other standards or guidelines established by ordinance for a local landmark or historic district. In all cases, these standards are to be applied in a reasonable manner, taking into full consideration the issue of economic feasibility and other technical considerations.

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration; and
2. The removal, alteration or concealing of distinguishing exterior architectural features and historic material of a designated property should be avoided when possible; and
3. All designated property shall be recognized as a product and physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural architectural features shall be discouraged; and
4. Most properties change over time, and those changes that have acquired architectural and/or historical significance in their own right shall be recognized, respected and retained; and
5. Distinctive architectural features, construction techniques and/or examples of craftsmanship that characterize a designated property shall be treated with due consideration; and
6. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence; and
7. Activities that cause deterioration of a designated property and its architectural features shall be discouraged. In those cases where the damage would be irreversible, such as sand-blasting and wet blasting fire-hardened bricks, the activities shall be prohibited. If cleaning is to be done, the gentlest means possible shall be encouraged; and
8. Known significant archeological resources possibly affected by a proposed activity shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken; and
9. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

D. Design criteria to implement review standards. When the commission is considering an application for a certificate of appropriateness, it shall consider the following architectural design criteria, or elements of design as they relate to the standards for review prescribed in Section 14.01.040C.

1. Height. The height of any proposed addition, construction or reconstruction should be compatible with the designated property and the surrounding structures, if located within a designated historic district; and
2. Proportions. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property; and
3. Scale. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property or district; and
4. Materials. Historic or original architectural features, or replacement elements which in all ways replicated the original, should be repaired whenever possible; and
5. Relationship of building masses and spaces. The relationship of a structure within a designated historic district to the rear, side and front yards between it and surrounding structures should be compatible; and
6. Roof shape. The roof design and shape should remain consistent with its original configuration and character; and
7. Site improvements. Landscaping and other site improvements, including off-street parking, should have as minimal of an impact as possible to the designated property's original plan/layout and its visual character.

Technical Preservation Services



[Home](#) > [The Standards](#) > [Applying Rehabilitation Standards](#) > [Successful Rehabilitations](#) > Additions

Planning Successful Rehabilitation Projects

[Acquired Significance and Standard 4](#)

[Continued Historic Use and Standard 1](#)

Windows

[Evaluating Historic Windows for Repair or Replacement](#)

[Replacement Windows that Meet the Standards](#)

[Documentation Requirements for Proposed Window Replacement](#)

Interior treatments

[Identifying Primary and Secondary Interior Spaces in Historic Buildings](#)

[Changing Secondary Interior Spaces in Historic Buildings](#)

[Historically-Finished Secondary Spaces—Avoiding Problematic Treatments at Project Completion](#)

[Subdividing Assembly Spaces in Historic Buildings](#)

[Retaining Corridors and Other Circulation Spaces in Historic Buildings](#)

[Interior Spaces, Features, and Materials in Highly Deteriorated Condition and Standard 2](#)

New additions and related new construction

New Additions to Historic Buildings

[New Construction within the Boundaries of Historic Properties](#)

Modern requirements and new technologies and materials

[Codes and Regulatory Requirements for Rehabilitating Historic Buildings](#)

[Energy Efficiency, Sustainability, and Green Building Practices in Historic Buildings](#)

[Evaluating Substitute Materials in Historic Buildings](#)

New Additions to Historic Buildings

To meet [Standard 1](#), which states that a property shall be placed in a new use that requires minimal change to the defining characteristics of the building, it must be determined whether an historic building can accommodate a new addition. Before expanding the building's footprint, consideration should first be given to incorporating changes—such as code upgrades or spatial needs for a new use—within secondary areas of the historic building. After such an evaluation, the conclusion may be that an addition is necessary,

particularly if it is needed to avoid modifications to character-defining interior elements. The addition must be designed to be compatible with the historic character of the building and thus meet the Secretary of the Interior's Standards for Rehabilitation.

In accordance with [Standard 9](#), a new addition must preserve the historic building's form/envelope, significant materials and features; must be compatible with the historic building's massing, size, scale, and architectural features; and must be differentiated from the historic building to preserve its character. [Standard 10](#) calls for new additions to be constructed in such a manner that the essential form and integrity of the historic property be unimpaired if the new work were to be removed in the future. Limiting the removal of historic materials and utilizing existing doors or enlarging windows to transition to the new addition may accomplish this. The Guidelines for Rehabilitating Historic Buildings also recommend locating a new addition at the rear or on an inconspicuous side of a historic building. Additional NPS guidance is contained in [Interpreting the Standards Bulletins](#) and [Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#).

There is no formula or prescription for designing a compatible new addition. A new addition to a historic building that meets the Standards can be any architectural style—traditionalist, contemporary or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility in order to maintain the historic character and the very identity of the building being enlarged. New additions that are either identical to the historic building or in extreme contrast to it fall short of this balance. Inherent in all of the guidance is the concept that an addition needs to be subordinate to the historic building. General parameters are outlined below to provide guidance and to assist building owners in meeting the Standards.

Placement or location of the new addition on the site

A new addition is most appropriately located where its visibility from the primary views of the historic building is minimized. This is often a rear or obscure elevation. However, rear or side elevations may not always be sufficiently secondary to be suitable locations for an addition, particularly when a historic building is visually prominent from many vantage points.

Site characteristics therefore, are significant factors to consider in the process of determining the appropriate location for a new addition. When planning an addition, preserving significant landscape features – including vegetation, grading, walls, fences, walkways, driveways – and other important historic features of the historic property must be taken into account. Furthermore, significant archeological resources must also be considered when evaluating the placement of an addition and, as appropriate, mitigation measures must be implemented if they are to be disturbed.

A careful site analysis can identify suitable locations for an addition that take advantage of site features such as topographic changes and other factors that may lessen the impact of an addition. Opportunities for locating an addition partially or entirely below ground, or set behind other site features that can screen the visibility of new construction should be evaluated.

Size, scale, and massing of the new addition

The size, scale, and massing of a new addition all pertain to the addition's overall volume and three-dimensional qualities. Taken together, size, scale and massing are critical elements for ensuring that a new addition is subordinate to the historic building, thus preserving the historic character of a historic property. Typically, a compatible addition should be smaller than the historic building in both height and footprint. However, there are other considerations that may allow moving away from this basic concept.

Depending on its location, it may be possible that an addition slightly taller or slightly larger than the historic building may be acceptable, as long as it is visually subordinate to the historic building. In some cases, separating the addition from the historic building with a small hyphen can reduce the impact of an addition that is larger than the historic building. Another way of minimizing the impact of a new addition to an historic building is to offset it or step it back from the mass of the historic building.

Differentiating the new addition from the historic building

To preserve a property's historic character, a new addition must be visually distinguishable from the historic building. [Section 67.7\(c\)](#) of the program regulations cautions "exterior additions that duplicate the form, material, and detailing of the structure to the extent that they compromise the historic character of the structure will result in denial of certification." This does not mean that the addition and historic building should be glaringly different in terms of design, materials and other visual qualities. Instead, the new addition should take its design cues from, but not copy, the historic building.

Differentiating the new from the old, yet still respecting the architectural qualities and vocabulary of the old, can be accomplished through a variety of design techniques, including:

- Incorporating a simple, recessed, small-scale hyphen to physically separate the old and the new volumes or setting the addition back from the wall plane(s) of the historic building.
- Avoiding any approaches that unify the two volumes into a single architectural whole. The coordination of individual features between the new addition and the historic building will not necessarily impair the existing building's historic character as long as the new structure is clearly differentiated and distinguishable as a new addition so that the identity of the historic structure is not lost altogether in a new and larger composition. The historic building must be clearly identifiable and its physical integrity must not be compromised by the new addition.

- Using building materials in the same color range or value as those of the historic building. The materials used on the new addition need not be the same as those on the historic building; however, new materials that highly contrast the historic ones should be avoided.
- Basing the size, rhythm and alignment of the new addition's window and door openings on those of the historic building.
- A new addition should also respect the architectural expression of the historic building type. For example, an addition to an institutional building should maintain the architectural character associated with this building type rather than using details and elements typical of residential or other building types.

The techniques listed above are merely examples of ways to differentiate a new addition from the historic building while ensuring that the addition is compatible with it. Other ways of differentiating a new addition from the historic building may be used as long they maintain the primacy of the historic building.

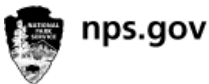
Working within these basic principles still allows for a broad range of architectural expression that can range from stylistic similarity to contemporary distinction. The recommended design approach for an addition is one that neither copies the historic building exactly nor stands in stark contrast to it.

New additions in densely-built environments

A densely-built neighborhood such as a downtown commercial core offers an opportunity to design an addition that can have a minimal impact on the historic building. Often the site for such an addition is vacant land where an independent building formerly stood. Treating the addition as a separate or infill building may be the route to having the least impact on the historic building. In these instances there may be no need for a direct visual link to the historic building, but the addition must still respect the scale of the historic building and those around it. Height and setback from the street should generally be consistent with those of the historic building and other surrounding buildings. There may be an opportunity for a larger addition when the facade of the addition can be broken up into elements that are consistent with the scale of the historic building and the adjacent building.

New additions in historic districts

When a building's historic status derives from its inclusion in an historic district, it is also necessary to look beyond the building itself in evaluating an addition. Relevant guidance comes from [36 CFR Part 67.6 \(b\)\(6\)](#), of the program regulations and this guidance makes clear that all aspects of a rehabilitation, including a new addition, will be reviewed first as they affect the historic building and second as they affect the district in which the building is located. Additions to historic buildings may not cause the demolition of an adjacent certified historic structure for a rehabilitation project seeking certification according to [36 CFR Part 67.6 \(b\)\(5\)](#).



EXPERIENCE YOUR AMERICA™

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case COA23-08: Request for exterior alteration of the Friederich Hartmann House located at 604 West 5th Street. Hamburg Local Landmark Historic District. Tonia Rogers, petitioner. [Ward 3]

Recommendation:

A recommendation is made to approve the Certificate of Appropriateness for exterior alteration at 604 West 5th Street in accordance with the submitted plans and materials.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060C of the Davenport Municipal Code. The project generally meets the following standards:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

Background:

Revised Request:

The direction from the Commission was to bring forward an alternative design that utilizes the existing dimensions of the window opening, preserves brick and exterior building materials, and meets the resident's needs for safe egress. Cutting new entrances on a primary structure is generally discouraged when it would destroy historic material.

A new application for a Certificate of Appropriateness has been filed with an alternative window/door design. Unlike the doors that were denied by the Commission in 2021, the revised doors will fit the existing dimension of the window opening. There will be no removal of brick at the base of the window opening.

The existing windows on the building are non-original white vinyl windows. The replacement fiberglass door and casing contain a similar muntin grid design. While the grid pattern and material are replicated, the door stile and rail appear to have a wider dimension than the existing windows on the home. The change in width is likely necessary for the unit to function as a door. Staff believe the difference in width will be noticeable from the public right-of-way, but not detrimental to the character of the home.

Project History:

On July 30, 2021 the City of Davenport Historic Preservation Commission received an application for a Certificate of Appropriateness regarding the following scope of work at 604 West 5th Street:

1. Construct an area of rescue on the roof of the existing porch located on the east side of the building. Composite decking to be installed over the existing roof membrane to create a level surface. An aluminum railing to be mounted around the perimeter of the porch roof.
2. Removal of the existing window above the east porch. A door to be installed in its place that would extend down to the finished second floor for access to the area of rescue.

3. Construct a second-story deck addition on the west side of the building using treated lumber, composite wood, brick, and aluminum railings.
4. A new door to be cut into the west side (non-historic addition) portion of the structure on the second floor. The proposed door will be centered directly above the existing door on the first floor.
5. Removal of the existing second floor window above the proposed west deck addition. A door to be installed in its place that would extend down to the finished second floor for access to the deck addition.

- At its August 10, 2021 meeting, the Historic Preservation Commission granted approval for the following project components outlined in the Certificate of Appropriateness:

1. The structural area of rescue above the east porch and proposed building materials
2. The deck and fire escape addition to the west building elevation with submitted building materials. (brick, composite flooring, aluminum railings, composite fascia boards, and PVC column wraps)
3. The installation of a new door on the second floor of the non-historic addition.

- At the August meeting, the Historic Preservation Commission voted to table the two second floor window conversions on the east porch and west deck addition. The purpose was to provide you with additional time to explore window options that fit the existing openings, preserve the brick and exterior building materials, and meet your objective for emergency egress.

- In September, written notice was submitted requesting the Commission reconsider the originally proposed custom doors. No alternative window designs or additional information was submitted for review.

At its September 14, 2021 meeting, the Historic Preservation Commission denied the following project components listed in the Certificate of Appropriateness application:

1. Removal of the existing window above the east porch. A door to be installed in its place that would extend down to the finished second floor for access to the area of rescue.
2. Removal of the existing second floor window above the proposed west deck addition. A door to be installed in its place that would extend down to the finished second floor for access to the deck addition.

- The Historic Preservation Commission denied the two window conversions on the east porch and west deck addition because the alteration failed to comply with the following standards for review identified in Chapter 14.01.060.C of the Historic Preservation Ordinance:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.
2. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property.

ATTACHMENTS:

Type	Description
□ Backup Material	Application
□ Backup Material	Door Specifications

- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material

Background Materials & Photos
 Review Determination Letter 9-20-21
 Historic Property Inventory Sheet
 Historic Preservation Ordinance-Review
 Standards

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	2/8/2023 - 4:33 PM



CITY OF DAVENPORT
Development & Neighborhood
Services – Planning
1200 W. 46th St
Davenport, IA 52807

Office 563.326.6198
planning@davenportiowa.com

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

HISTORIC PRESERVATION COMMISSION

APPLICANT INFORMATION	
APPLICANT NAME	BRIEF OVERVIEW OF THE PROJECT (not a scope of work)
ADDRESS	
CITY, STATE, ZIP	APPLICABILITY PRIOR to any work on applicable Historic Resources: A Certificate of Appropriateness must be submitted & approved PRIOR to the commencement of the following: <ul style="list-style-type: none">Any Building or Sign Permit changing the exterior (except demo)New construction/Addition or exterior alteration of a structureSign installation or alteration
PHONE	
SECONDARY PHONE	
E-MAIL ADDRESS	Demolition of any local or national historic resources shall require a Historic Demolition Request Application
Acceptance of Applicant I, the undersigned, certify that the information on this application to the best of my knowledge is true and correct. I further certify that I have a legal interest in the property in question, and/or that I am legally able to represent all other persons or entities with interest in this property, and acknowledge formal procedure and submittal requirements. In addition to the application fee, I understand I am responsible for attendance at the meeting as shown on the historic preservation commission calendar. The City reserves the right to require further site studies as necessary. Type Applicant's Name _____ Applicant's Signature <u>Tonia Rogers</u> Date _____	
ALL SUBMITTALS SHALL INCLUDE: SUBMITTED Full Scope of Work (SOW) attached as a .PDF all work & materials shall be described & itemized/listed in detail Photos or renderings of all existing building/sign façades Proposed color building/sign elevations to scale rendered showing existing and/or proposed building materials Material specs: type, dimensions, color & manufacturer MINOR & MAJOR ADDITIONS, SITE IMPROVEMENTS, & NEW BUILDINGS SHALL INCLUDE ADDITIONAL ITEMS*: Dimensioned Site Plan (proposed & existing buildings/site items) Grading Plan with 2 foot intervals (if needed) Mechanical Screening shall be shown Materials Board of sample building materials proposed * Major Additions & New Buildings may require more extensive information	
DEVELOPMENT TEAM	
Property Owner	
Address	
Phone	Secondary Phone
E-Mail Address	
Project Manager/Other	
Address	
Phone	Secondary Phone
E-Mail Address	
Formal Procedure Application Fee: NONE (1) Application: <ul style="list-style-type: none">Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. <u>Inaccurate or incomplete applications may result in delay of applicant's scheduled meetings.</u> (2) Scope of Commission's Consideration: <ul style="list-style-type: none">Only work described in the application may be approved.If insufficient information exists to make a proper judgment on the application, the Commission may continue the consideration a maximum of 60 days, excluding applicant's continuances. (3) Post Commission Ruling: <ul style="list-style-type: none">An approved Cert. of Appropriateness does not constitute a City permit or license and does vest against any other land development regulation or regulatory approval. Applicant must contact necessary development authorities.COA approval expires one year from the date of approval unless a building permit is obtained within such period. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.Appeals to determinations are \$75 made to City Council and shall be in writing submitted to the Zoning Administrator within 30 calendar days of Commission's decision.	
Submit this form with attachments to: planning@davenportiowa.com	

HPC Meeting Calendar | 2023

HISTORIC PRESERVATION COMMISSION | CITY OF DAVENPORT IOWA

The Applicant and/or their representatives are required to attend the HPC Meeting

Meetings are generally held the 2nd Tuesday of each month

Submittal

Friday (12:00 PM)

Email application to: planning@davenportiowa.com

or deliver application to: Planning | Public Works

1200 E 46th St | Davenport IA 52807

Meeting

Tuesday (5:00 PM)

Meeting Appearance is REQUIRED at:

Council Chambers | City Hall

226 W 4th St | Davenport IA 52801

General Business Requests

(certificates, demolition reviews, national nominations)

12/30/22	01/10/23
02/03/23	02/14/23
03/03/23	03/14/23
03/31/23	04/11/23
04/28/23	05/09/23
06/02/23	06/13/23
06/30/23	07/11/23
07/28/23	08/08/23
09/01/23	09/12/23
09/29/23	10/10/23
11/03/23	11/14/23
12/01/23	12/12/23

Local Landmark Requests

11/25/22	01/10/23
12/30/22	02/14/23
01/27/23	03/14/23
02/24/23	04/11/23
03/24/23	05/09/23
04/28/23	06/13/23
05/26/23	07/11/23
06/23/23	08/08/23
07/28/23	09/12/23
08/25/23	10/10/23
09/29/23	11/14/23
10/27/23	12/12/23

** Date changed due to observed holiday | Any and all Date/Location/Time are subject to change*

Contact planning@davenportiowa.com to submit completed applications or to confirm meeting date/time

Phone Contact: 563.326.6198

Seiffert Lumber Co.

Address: 4112 West Kimberly Road

Davenport, IA 52806

Phone: 563-391-5110

Fax: 563-391-5113

Website: www.seiffertlumber.com

Email: robs@seiffertlumber.com

**Quote**

Page 1 of 2

Quote Number:

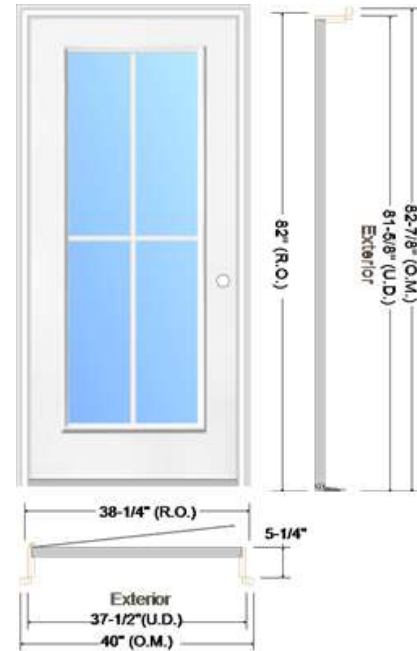
Date: 2/3/2023

Sales Person: Rob Snell

Customer InformationName: Address: Phone 1: Phone 2: Fax: Contact: Job Name: **Specifications**

U.D. = 37-1/2" x 81-5/8"; R.O. = 38-1/4" x 82"

O.M. of Exterior Trim = 40" x 82-7/8"

*Image is viewed from Exterior!*

Lead Time: Call for Lead Time

Item Description	Qty
3' 0" x 6' 8" S1201-GBGFWLE Smooth-Star Fiberglass Door - Internal Grille Low E - White Flat - Left Hand Inswing (No Stile Lines) (Tru-Guard Composite Edge)	1
2-3/4" Backset - Single Bore w/Faceplate Latch Prep w/Standard Strike Prep	1
Set of Standard - Zinc Dichromate Hinges	1
White Stipple Dura-Tech Frame - 5-1/4" Jamb w/Dura-Tech White Brickmould Exterior Trim (Applied) w/Brass Adjustable Security Strike Plate	1
Bronze Compression Weatherstrip	1
Tru-Defense Composite Adj. w/Dark Cap - Mill Finish Sill	1
PREFINISH: Paint Door Panel Interior & Exterior 112 ALPINE (BRIGHT WHITE)	1
Tru-Loc Door Anchors - Installed	1

Distributed by:



Version #: 1.31-O

Version Date: 11/24/2022

Seiffert Lumber Co.

Address: 4112 West Kimberly Road

Davenport, IA 52806

Phone: 563-391-5110

Fax: 563-391-5113

Website: www.seiffertlumber.com

Email: robs@seiffertlumber.com



Quote

Page 2 of 2

Quote Number:

Date: 2/3/2023

Sales Person: Rob Snell

Customer Information

Name:

Address:

Phone 1:

Phone 2:

Fax:

Contact:

Job Name:

Specifications

U.D. = 37-1/2" x 81-5/8"; R.O. = 38-1/4" x 82"

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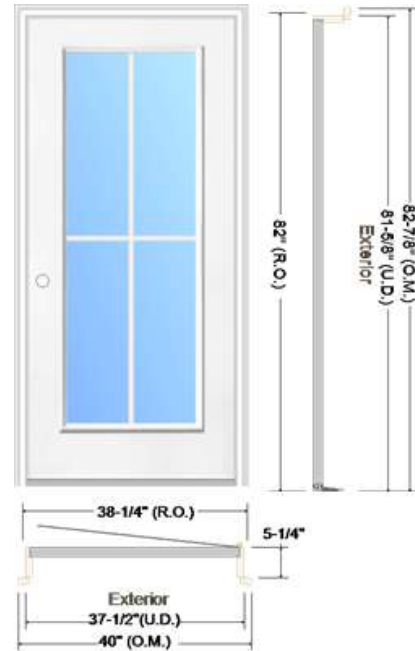


Image is viewed from Exterior!

Lead Time: Call for Lead Time

Item Description	Qty
3' 0" x 6' 8" S1201-GBGFWLE Smooth-Star Fiberglass Door - Internal Grille Low E - White Flat - Right Hand Inswing (No Stile Lines) (Tru-Guard Composite Edge)	1
2-3/4" Backset - Single Bore w/Faceplate Latch Prep w/Standard Strike Prep	1
Set of Standard - Zinc Dichromate Hinges	1
White Stipple Dura-Tech Frame - 5-1/4" Jamb w/Dura-Tech White Brickmould Exterior Trim (Applied) w/Brass Adjustable Security Strike Plate	1
Bronze Compression Weatherstrip	1
Tru-Defense Composite Adj. w/Dark Cap - Mill Finish Sill	1
PREFINISH: Paint Door Panel Interior & Exterior 112 ALPINE (BRIGHT WHITE)	1
Tru-Loc Door Anchors - Installed	1

Thank you for your business, all quotes good for 30 days.

Distributed by:

PALMER DONAVIN

Version #: 1.31-O

Version Date: 11/24/2022

Project Overview:

Items Approved:

1. The structural area of rescue above the east porch and proposed building materials.
2. The deck and fire escape addition to the west building elevation with submitted building materials. (brick, composite flooring, aluminum railings, composite fascia boards, and PVC column wraps)
3. The installation of a new door on the second floor of the non-historic addition.

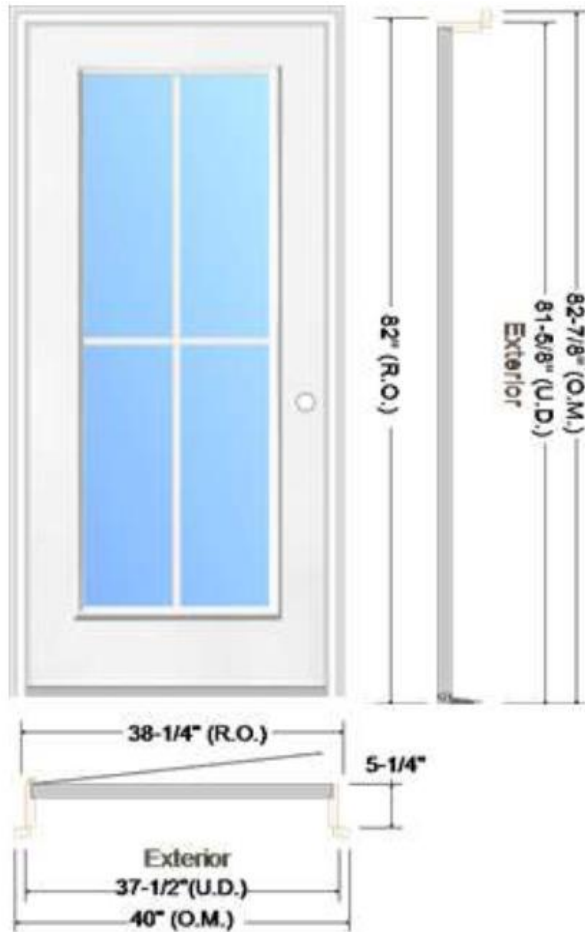
Item Denied:

1. The two second floor window conversions on the east porch and west deck addition.
2. **Rationale:** The direction from the Commission was to bring forward an alternative design that utilizes the existing dimensions of the window opening, preserves brick and exterior building materials, and meets the resident's needs for safe egress.



Revised Request

DAVENPORT
IOWA | USA



Fiberglass Door to fit within the existing window opening. No impact to exterior masonry.

Friederich Hartmann House

604 West 5th Street – Project Scope

DAVENPORT
IOWA | USA



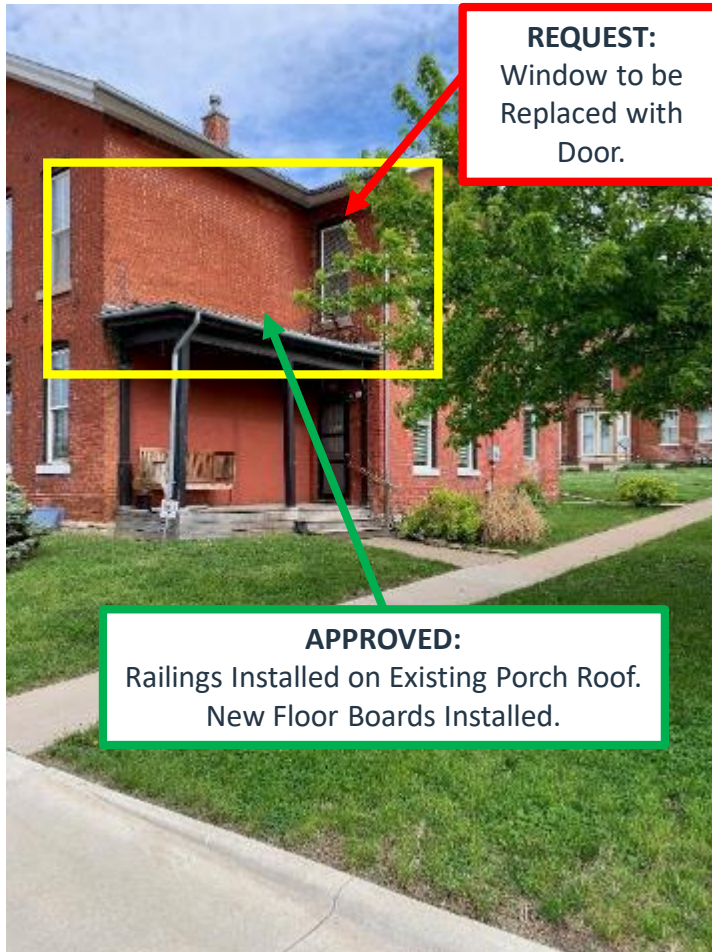
Area of Proposed Alterations



South Elevation

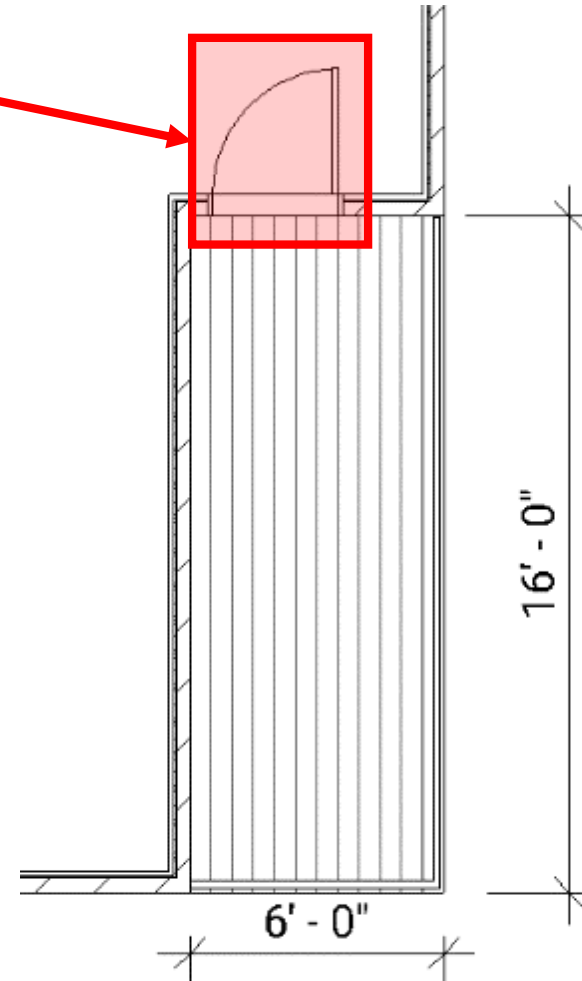
Friederich Hartmann House

604 West 5th Street – East Porch



REQUEST:
Window to be
Replaced with
Door.

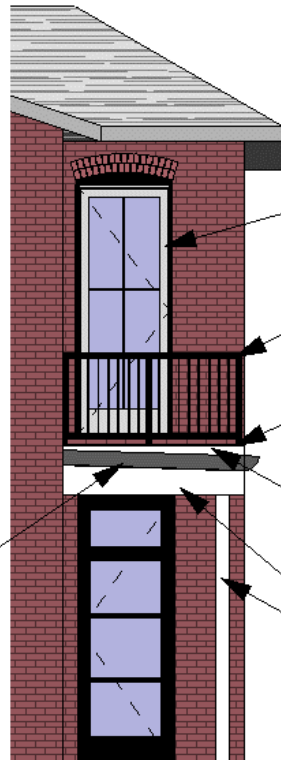
APPROVED:
Railings Installed on Existing Porch Roof.
New Floor Boards Installed.



East Elevation

Friederich Hartmann House

604 West 5th Street – East Porch



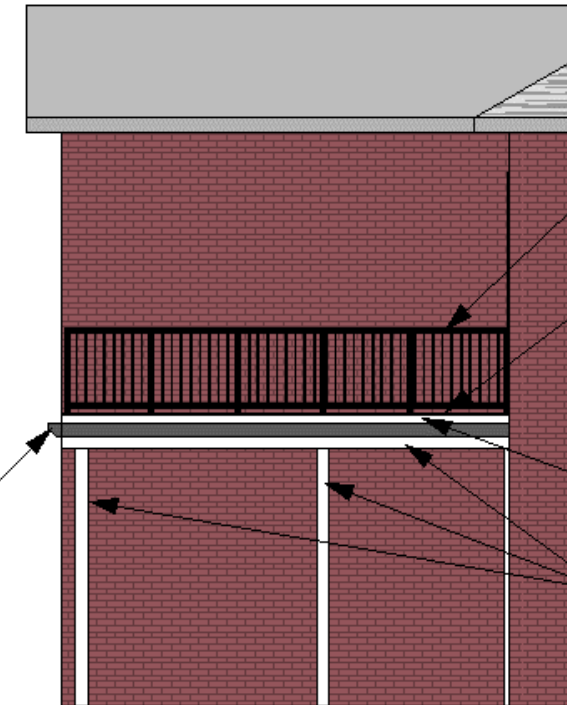
Request to install a door within the existing dimensions of the window opening.

NEW BLACK ALUMINUM RAILING
NEW COMPOSITE DECK BOARDS OVER NEW 2x FRAMING AND EXISTING MEMBRANE ROOFING
NEW COMPOSITE FASCIA BOARD
PAINT EXISTING PORCH STRUCTURE WHITE

EXISTING GUTTERS TO REMAIN

EXISTING GUTTERS TO REMAIN

South Elevation



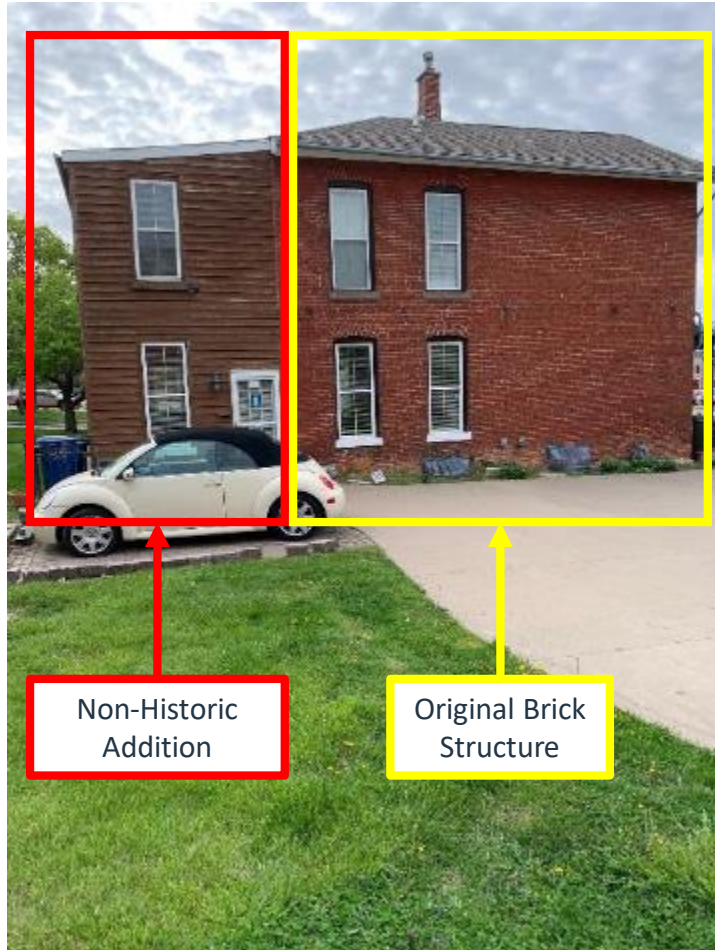
NEW BLACK ALUMINUM RAILING
NEW COMPOSITE DECK BOARDS OVER NEW 2x FRAMING AND EXISTING MEMBRANE ROOFING
NEW COMPOSITE FASCIA BOARD
PAINT EXISTING PORCH STRUCTURE WHITE

East Elevation

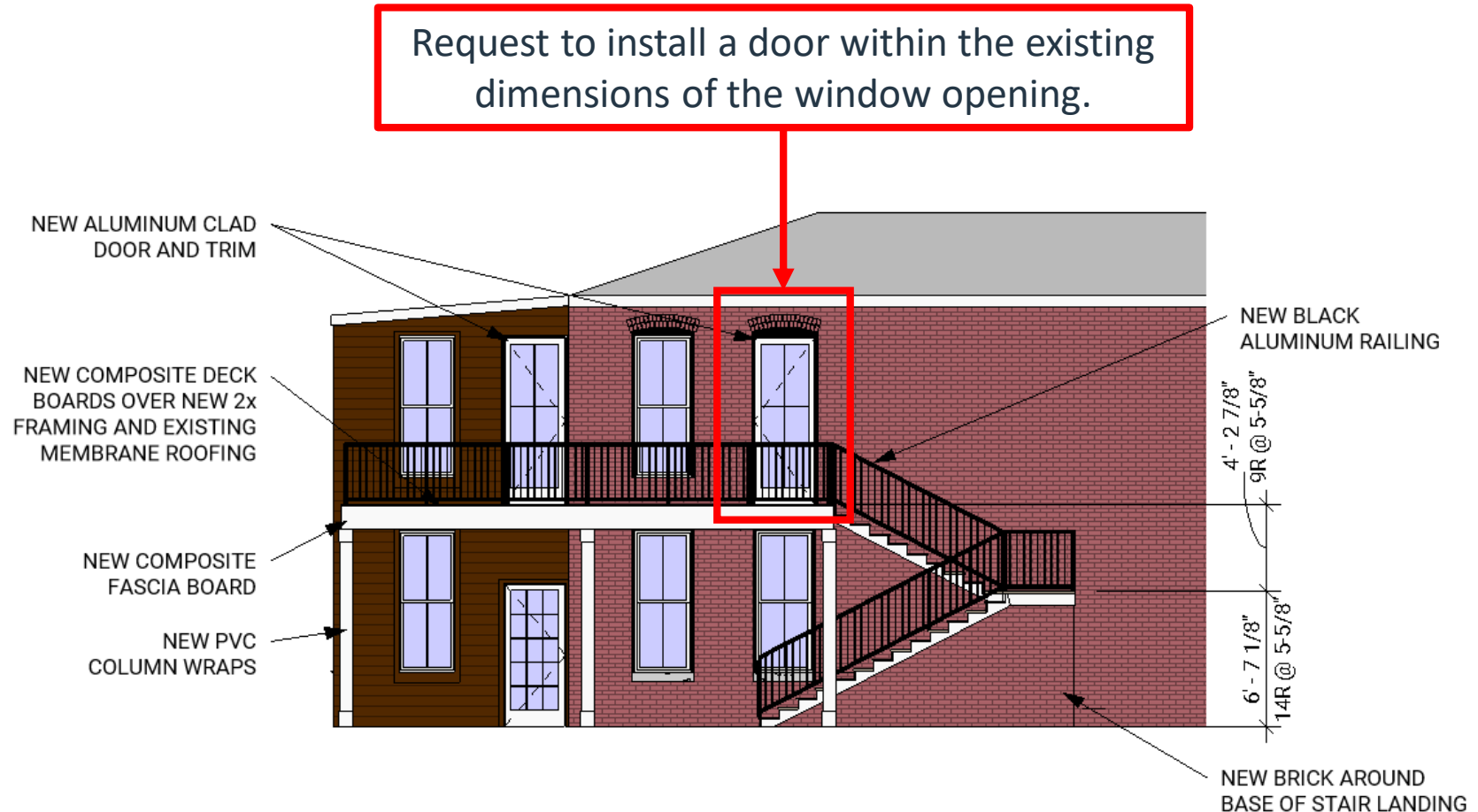
Friederich Hartmann House

604 West 5th Street – West Deck

DAVENPORT
IOWA | USA



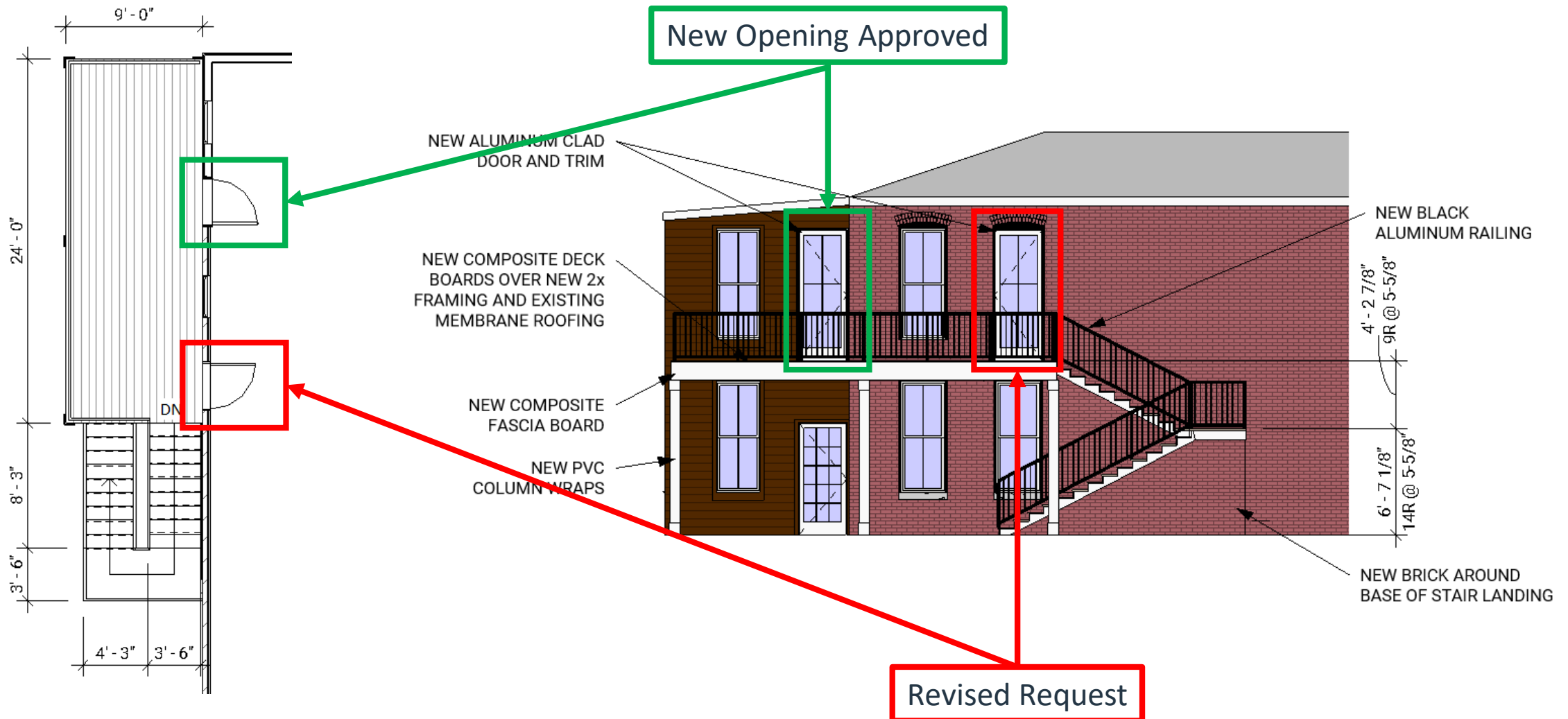
West Elevation



Friederich Hartmann House

604 West 5th Street

DAVENPORT
IOWA | USA





September 20, 2021

Dr. Tonia Rogers
604 West 5th Street
Davenport, IA 52801

Re: Historic Preservation Commission Review Determination – Case COA21-08

Dear Dr. Rogers,

On July 30, 2021 the City of Davenport Historic Preservation Commission received an application for a Certificate of Appropriateness regarding the following scope of work at 604 West 5th Street:

1. Construct an area of rescue on the roof of the existing porch located on the east side of the building. Composite decking to be installed over the existing roof membrane to create a level surface. An aluminum railing to be mounted around the perimeter of the porch roof.
2. Removal of the existing window above the east porch. A door to be installed in its place that would extend down to the finished second floor for access to the area of rescue.
3. Construct a second-story deck addition on the west side of the building using treated lumber, composite wood, brick, and aluminum railings.
4. A new door to be cut into the west side (non-historic addition) portion of the structure on the second floor. The proposed door will be centered directly above the existing door on the first floor.
5. Removal of the existing second floor window above the proposed west deck addition. A door to be installed in its place that would extend down to the finished second floor for access to the deck addition.

At its August 10, 2021 meeting, the Historic Preservation Commission granted approval for the following project components outlined in the Certificate of Appropriateness:

1. The structural area of rescue above the east porch and proposed building materials.
2. The deck and fire escape addition to the west building elevation with submitted building materials. (brick, composite flooring, aluminum railings, composite fascia boards, and PVC column wraps)
3. The installation of a new door on the second floor of the non-historic addition.

At the August meeting, the Historic Preservation Commission voted to table the two second floor window conversions on the east porch and west deck addition. The purpose was to provide you with additional time to explore window options that fit the existing openings,

preserve the brick and exterior building materials, and meet your objective for emergency egress.

In September, written notice was submitted requesting the Commission reconsider the originally proposed custom doors. No alternative window designs or additional information was submitted for review.

At its September 14, 2021 meeting, the Historic Preservation Commission denied the following project components listed in the Certificate of Appropriateness application:

1. Removal of the existing window above the east porch. A door to be installed in its place that would extend down to the finished second floor for access to the area of rescue.
2. Removal of the existing second floor window above the proposed west deck addition. A door to be installed in its place that would extend down to the finished second floor for access to the deck addition.

The Historic Preservation Commission denied the two window conversions on the east porch and west deck addition because the alteration failed to comply with the following standards for review identified in Chapter 14.01.060.C of the Historic Preservation Ordinance:

1. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.
2. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property.

A separate application for a Certificate of Appropriateness may be filed when an alternative window/door design has been identified. The direction from the Commission is to bring forward an alternative design that will utilize the existing dimensions of the window opening, preserve brick and exterior building materials, and meet your needs for safe egress. When additional window options have been explored and submitted to staff, this item can be brought before the Commission for formal review and approval.

As the property owner, you may appeal the Commission's decision to the City Council by filing a written appeal with the City Clerk's office within 30 calendar days of the date of this notification letter. A fee of \$75 shall also be paid at the time of filing a written appeal with the City Clerk. If no written appeals are submitted with the City Clerk's office within 30 calendar days, the Commission's determination shall be the final action by the City.

After hearing all of the evidence presented at a public meeting, the City Council shall review the commission's decision and base its ruling on the following criteria:

1. Whether the commission has exercised its powers and followed the guidelines established by law and ordinance; and
2. Whether the commission's actions were patently arbitrary and capricious.

The City Council shall, by simple majority of the members present, approve or disapprove the issuance of the certificate of appropriateness based upon the appeal criteria described above.

Please contact the Building Inspections Department at 563-326-7745 to obtain applicable permits for the work approved by the Commission.

If you have any questions, please contact me directly at (563) 888-2221 or matt.werderitch@davenportiowa.com.

Sincerely,

A handwritten signature in dark ink that reads "m werderitch". The signature is written in a cursive, lowercase style.

Matt Werderitch
Planner II

ARCHITECTURAL/HISTORICAL SURVEY

DAVENPORT, IOWA

The Architects Office

Wehner, Nowysz, Pottschull and Pfiffner
201 day building, Iowa city, Iowa 52240DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

SITE #82-10- 5-W605 MAP # 1

HIST. DIST. Hamburg

NAME Friederich Hartmann House (H) C

ADDRESS 604 W. 5th Street

LEGAL DES. Original Town 29 S70' of Lot 4
SUB-DIVISION BLOCK PARCEL SUB-PARCELUTM 15 710 1780 4599640 ACREAGE -1 ZONE M-1
EASTING NORTHINGOWNER Maria Angeles Perez Kuck
1714 Belle Ave., Davenport, IA 52803TITLE H. Maurice J. Lofgren
(IF DIFF)

MAP

SITE SHEET

DESCRIPTION

FORM 2 story, L-plan, front-gable, w/2-story addition at rear CONST. DATE 1868

MATERIALS Brick in 6-course common bond on stone fnd. ARCH STYLE Vernac. Greek Revival

FENESTRATION Segmental arched, with stone sills

DIST. FEATURES Starbolts above 1st & 2nd story windows, gable-end oculi, eutase porch
with chamfered bracketted posts and spindle balustrades

ALTERATIONS

SITE & RELATED STR Slightly elevated lot in area of similar houses

STATEMENT

This is a representative example of a distinctive Davenport house type, here expressed in a cross-gable form. Segmental brick arches, gable end oculus, and 3-bay division of the main facade are characteristic features. Note the single-bay entrance porch with scroll brackets and small pendant.

ARCHITECTURE

SOURCES

SIGNIFICANCE

HISTORY

DESCRIPTION

Friederich Harmann was the original owner of this house and because Hartmann worked as a brick mason, he probably built this house as well. The Hartmanns resided here from 1868 until 1899.

SOURCES

Scott County Auditor's Deed Transfer Books, Vol. 4:32.
City Directories, 1866, 1867, 1868-69, 1873, 1876, 1878, 1881, 1884-85, 1888-89, 1890-91.

ARCHITECTURAL HISTORIAN: Martha Bowers

HISTORIAN: MARLYS SVENDSEN - ROESLER

SURVEY COMP 1981

EVALUATION

ARCHITECTURAL

- I. ARCH. EVALUATION Good
II. ENVIR. STATURE Incident
III. INT. OF CONTEXT Excellent
IV. INT. OF FABRIC Excellent

LEVEL OF SIGNIFICANCE:

☐ NAT. ☐ STATE ☐ LOCAL ☐ N. ELIG.

HISTORICAL

I. THEME(S) OF SIGNIFICANCE:

A. PRIMARY _____

B. SECONDARY _____

II. LEVEL OF SIGNIFICANCE:

☐ NAT. ☐ STATE ☐ LOCAL

III. N.R.H.P.

ELIGIBLE ☐ NOT ELIGIBLE ☐

HISTORIC DISTRICT CLASSIFICATION

☒ A. ☐ B. ☐ C.

FOR DIVISION OF HISTORIC PRESERVATION USE ONLY

1. DATE RECEIVED _____

2. DATE OF STAFF EVALUATION _____

	A. ARCHITECTURAL	B. HISTORICAL
ELIGIBLE FOR N.R.H.P.	<input type="checkbox"/>	<input type="checkbox"/>
NOT ELIGIBLE FOR N.R.H.P.	<input type="checkbox"/>	<input type="checkbox"/>

3. N.R.H.P. ACTION

A. STATE REVIEW COMM. APP. ☐ DISAPP. ☐ TABLED ☐ DATE _____B. FEDERAL REVIEW APP. ☐ DISAPP. ☐ TABLED ☐ DATE _____

4. D.H.P. SOURCES

☐ COUNTY RESOURCES☐ W'SHIELD SURVEY☒ N.R.H.P. 11/18/83☐ GRANT _____☐ DET. OF ELIGIBILITY☐ R. & C. _____☒ DAVENPORT A/H SURVEY☐ _____☐ _____

5. SUBJECT TRACES

6. PHOTO

1612-5

Historic Preservation Ordinance

Section 14.01.060 Certificate of Appropriateness Review Process

C. Commission review process - Standards for review. In considering an application for a certificate of appropriateness, the commission shall be guided by the following general standards in addition to any other standards or guidelines established by ordinance for a local landmark or historic district. In all cases, these standards are to be applied in a reasonable manner, taking into full consideration the issue of economic feasibility and other technical considerations.

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration; and
2. The removal, alteration or concealing of distinguishing exterior architectural features and historic material of a designated property should be avoided when possible; and
3. All designated property shall be recognized as a product and physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural architectural features shall be discouraged; and
4. Most properties change over time, and those changes that have acquired architectural and/or historical significance in their own right shall be recognized, respected and retained; and
5. Distinctive architectural features, construction techniques and/or examples of craftsmanship that characterize a designated property shall be treated with due consideration; and
6. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence; and
7. Activities that cause deterioration of a designated property and its architectural features shall be discouraged. In those cases where the damage would be irreversible, such as sand-blasting and wet blasting fire-hardened bricks, the activities shall be prohibited. If cleaning is to be done, the gentlest means possible shall be encouraged; and
8. Known significant archeological resources possibly affected by a proposed activity shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken; and
9. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

D. Design criteria to implement review standards. When the commission is considering an application for a certificate of appropriateness, it shall consider the following architectural design criteria, or elements of design as they relate to the standards for review prescribed in Section 14.01.040C.

1. Height. The height of any proposed addition, construction or reconstruction should be compatible with the designated property and the surrounding structures, if located within a designated historic district; and
2. Proportions. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property; and
3. Scale. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property or district; and
4. Materials. Historic or original architectural features, or replacement elements which in all ways replicated the original, should be repaired whenever possible; and
5. Relationship of building masses and spaces. The relationship of a structure within a designated historic district to the rear, side and front yards between it and surrounding structures should be compatible; and
6. Roof shape. The roof design and shape should remain consistent with its original configuration and character; and
7. Site improvements. Landscaping and other site improvements, including off-street parking, should have as minimal of an impact as possible to the designated property's original plan/layout and its visual character.

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case COA23-09: Request to install a historic marker at Prospect Park. City of Davenport, petitioner. [Ward 5]

Recommendation:

A recommendation is made to approve the Certificate of Appropriateness to install a historic marker at Prospect Park per Chapter 14.01.060 of the Davenport Municipal Code.

The project was reviewed for conformance with the Standards for Review, Chapter 14.01.060.C.9 of the Davenport Municipal Code. The Project meets the following standard:

- New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood, and district.

Background:

Prospect Park is a Locally Designated Historic Property and situated in the National Prospect Park Historic District. Therefore, the installation of a new historic marker requires a Certificate of Appropriateness.

The State Historical Society of Iowa awarded the Friends of Prospect Park a \$2,500 grant in support of their historical marker application. A 24" by 36" historic marker will be installed at Prospect Park commemorating the history of the district. Attached to this report is the complete written description.

The plaque will be installed on the upper terrace, near the intersection of Prospect Drive and Prospect Terrace. This site will preserve the view corridor of the river in the center of the park. The selected style, color, and placement will compliment the historic character of Prospect Park. The marker will be a standard design provided by the State Historic Preservation Office.

ATTACHMENTS:

Type	Description
▢ Backup Material	Award Letter
▢ Backup Material	Background Materials & Photos
▢ Backup Material	Application
▢ Executive Summary	Historic Preservation Ordinance-Review Standards

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	2/9/2023 - 8:39 AM

IOWA DEPARTMENT OF CULTURAL AFFAIRS

KIM REYNOLDS, GOVERNOR
ADAM GREGG, LT. GOVERNOR

IOWA ARTS COUNCIL PRODUCE IOWA STATE HISTORICAL SOCIETY OF IOWA

CHRIS KRAMER, DIRECTOR

Grant Program: Historical Marker Program

Fiscal Year: 2023

Grantee Name: Friends of Prospect Park

Primary Contact: Diane Franken

Project Title: Prospect Terrace Park and District

Project Dates: November 1, 2022 – June 30, 2023

Final Report Due: June 30, 2023

Grant Award: Up to \$2500

Dear Diane,

Thank you for applying to the State Historical Society of Iowa, a division of the Iowa Department of Cultural Affairs, for support of your historical marker application. We are pleased to award a grant in support of your project in the amount of \$2,500 or the cost of a 24"x36" marker, whichever is less. Funding for the historical marker grant program is made possible through the support of the William G. Pomeroy Foundation.

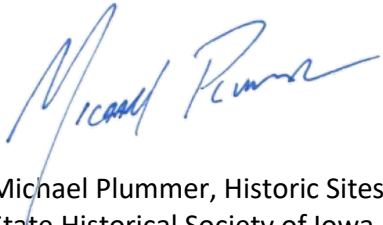
As a next step, please contact the manufacturer of the historical markers, Sewah Studios of Marietta, Ohio (info@sewahstudios.com or (740) 373-2087) for a written estimate. Please provide Sewah with the marker text attached to this letter and inform them that this marker is part of the State of Iowa's master agreement. Once you have the written estimate, please email it to me.

When I receive the estimate, I will respond with a grant contract for your signature. You will receive your grant payment after you complete and return the grant contract and its associated W9 Form. These documents will be sent in an email via DocuSign to the primary contact identified in the grant application. Please complete this immediately as the documents will expire 14 days after they are sent.

As a partner in the successful implementation of your project, the State Historical Society of Iowa is available to assist you with your grant requirements and encourages you to remain in contact with staff during the grant period.

Please contact Historic Sites Manager Michael Plummer with any questions. Thank you for seeking support from the State Historical Society of Iowa and for your contribution to the preservation and development of Iowa's historical resources. We wish you every success with your project.

Sincerely,

A handwritten signature in blue ink, reading "Michael Plummer". The signature is fluid and cursive, with the first name "Michael" and last name "Plummer" clearly legible.

Michael Plummer, Historic Sites Manager
State Historical Society of Iowa



Historic Marker Source List

Marker Inscription:

Prospect Terrace Park and District

Prospect Park is part of the 23-acre Prospect Park Historic District listed on the National Register of Historic Places in 1984. Nearby on September 28, 1836, nineteen Meskwaki and Sauk elders were compelled to sign the “Treaty with the Sac and Fox Indians” which transferred this territory to the U.S. Government. It opened the first legal land grant program west of the Mississippi and north of the state of Missouri. Noted artist and author George Catlin served as a witness to the treaty. He sketched some of the 1,000 Native people encamped in this area. The historic district is significant as an 1890s residential area that was developed with a public park as a principal feature. Most of the land was sold to and platted in 1894 by the Prospect Park Company. Four acres were sold to the Davenport Board of Parks Commissioners. The remainder of the land was then available for lots for the city’s elite and recognized for its exceptional architecture. In 1896, the first three homes were built.

***Erected by the Friends of Prospect Park and the State Historical Society of Iowa
with funding support from the William G. Pomeroy Foundation. 2023.***

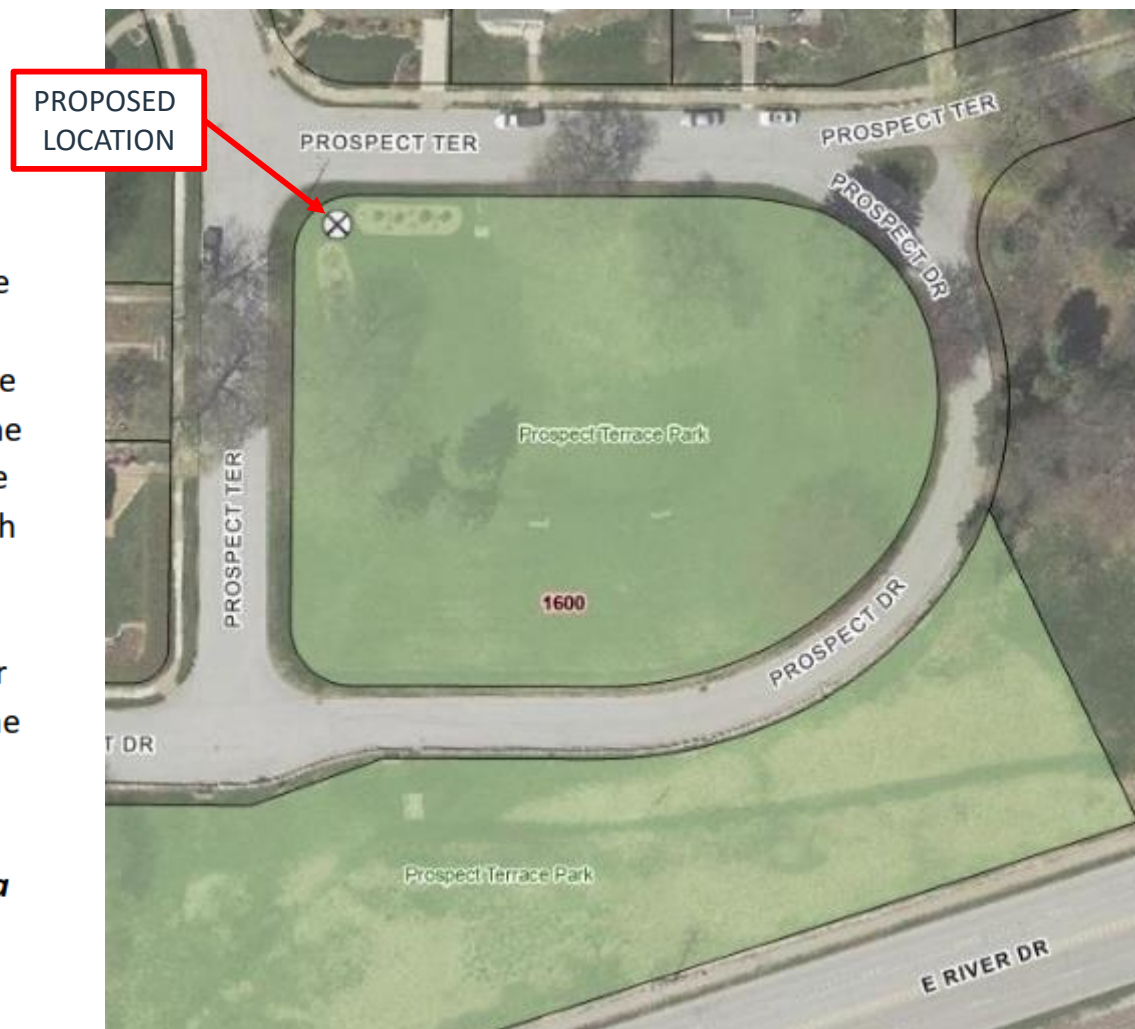
Historic Marker

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Prospect Terrace Park and District

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Erected by the Friends of Prospect Park and the State Historical Society of Iowa with funding support from the William G. Pomeroy Foundation. 2023.



Historic Marker

- Size: 24" x 36"
- Similar size, height, and material as the historic marker at the Annie Wittenmyer Campus





CITY OF DAVENPORT
Development & Neighborhood
Services – Planning
1200 W. 46th St
Davenport, IA 52807

Office 563.326.6198
planning@davenportiowa.com

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

HISTORIC PRESERVATION COMMISSION

APPLICANT INFORMATION	
APPLICANT NAME	BRIEF OVERVIEW OF THE PROJECT (not a scope of work)
ADDRESS	
CITY, STATE, ZIP	APPLICABILITY PRIOR to any work on applicable Historic Resources: A Certificate of Appropriateness must be submitted & approved PRIOR to the commencement of the following: <ul style="list-style-type: none">Any Building or Sign Permit changing the exterior (except demo)New construction/Addition or exterior alteration of a structureSign installation or alteration
PHONE	
SECONDARY PHONE	
E-MAIL ADDRESS	Demolition of any local or national historic resources shall require a Historic Demolition Request Application
Acceptance of Applicant I, the undersigned, certify that the information on this application to the best of my knowledge is true and correct. I further certify that I have a legal interest in the property in question, and/or that I am legally able to represent all other persons or entities with interest in this property, and acknowledge formal procedure and submittal requirements. In addition to the application fee, I understand I am responsible for attendance at the meeting as shown on the historic preservation commission calendar. The City reserves the right to require further site studies as necessary. Type Applicant's Name _____ Applicant's Signature _____ Date _____	
ALL SUBMITTALS SHALL INCLUDE: SUBMITTED Full Scope of Work (SOW) attached as a .PDF all work & materials shall be described & itemized/listed in detail Photos or renderings of all existing building/sign façades Proposed color building/sign elevations to scale rendered showing existing and/or proposed building materials Material specs: type, dimensions, color & manufacturer MINOR & MAJOR ADDITIONS, SITE IMPROVEMENTS, & NEW BUILDINGS SHALL INCLUDE ADDITIONAL ITEMS*: Dimensioned Site Plan (proposed & existing buildings/site items) Grading Plan with 2 foot intervals (if needed) Mechanical Screening shall be shown Materials Board of sample building materials proposed * Major Additions & New Buildings may require more extensive information	
DEVELOPMENT TEAM	
Property Owner	
Address	
Phone	Secondary Phone
E-Mail Address	
Project Manager/Other	
Address	
Phone	Secondary Phone
E-Mail Address	
Formal Procedure Application Fee: NONE (1) Application: <ul style="list-style-type: none">Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. <u>Inaccurate or incomplete applications may result in delay of applicant's scheduled meetings.</u> (2) Scope of Commission's Consideration: <ul style="list-style-type: none">Only work described in the application may be approved.If insufficient information exists to make a proper judgment on the application, the Commission may continue the consideration a maximum of 60 days, excluding applicant's continuances. (3) Post Commission Ruling: <ul style="list-style-type: none">An approved Cert. of Appropriateness does not constitute a City permit or license and does vest against any other land development regulation or regulatory approval. Applicant must contact necessary development authorities.COA approval expires one year from the date of approval unless a building permit is obtained within such period. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.Appeals to determinations are \$75 made to City Council and shall be in writing submitted to the Zoning Administrator within 30 calendar days of Commission's decision.	
Submit this form with attachments to: planning@davenportiowa.com	

HPC Meeting Calendar | 2023

HISTORIC PRESERVATION COMMISSION | CITY OF DAVENPORT IOWA

The Applicant and/or their representatives are required to attend the HPC Meeting

Meetings are generally held the 2nd Tuesday of each month

Submittal

Friday (12:00 PM)

Email application to: planning@davenportiowa.com

or deliver application to: Planning | Public Works

1200 E 46th St | Davenport IA 52807

Meeting

Tuesday (5:00 PM)

Meeting Appearance is REQUIRED at:

Council Chambers | City Hall

226 W 4th St | Davenport IA 52801

General Business Requests

(certificates, demolition reviews, national nominations)

12/30/22	01/10/23
02/03/23	02/14/23
03/03/23	03/14/23
03/31/23	04/11/23
04/28/23	05/09/23
06/02/23	06/13/23
06/30/23	07/11/23
07/28/23	08/08/23
09/01/23	09/12/23
09/29/23	10/10/23
11/03/23	11/14/23
12/01/23	12/12/23

Local Landmark Requests

11/25/22	01/10/23
12/30/22	02/14/23
01/27/23	03/14/23
02/24/23	04/11/23
03/24/23	05/09/23
04/28/23	06/13/23
05/26/23	07/11/23
06/23/23	08/08/23
07/28/23	09/12/23
08/25/23	10/10/23
09/29/23	11/14/23
10/27/23	12/12/23

** Date changed due to observed holiday | Any and all Date/Location/Time are subject to change*

Contact planning@davenportiowa.com to submit completed applications or to confirm meeting date/time

Phone Contact: 563.326.6198

Historic Preservation Ordinance

Section 14.01.060 Certificate of Appropriateness Review Process

C. Commission review process - Standards for review. In considering an application for a certificate of appropriateness, the commission shall be guided by the following general standards in addition to any other standards or guidelines established by ordinance for a local landmark or historic district. In all cases, these standards are to be applied in a reasonable manner, taking into full consideration the issue of economic feasibility and other technical considerations.

1. Every reasonable effort shall be made to make the minimal number of changes necessary to maintain a designated property in a good state of repair, thereby minimizing the impact of the proposed alteration; and
2. The removal, alteration or concealing of distinguishing exterior architectural features and historic material of a designated property should be avoided when possible; and
3. All designated property shall be recognized as a product and physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural architectural features shall be discouraged; and
4. Most properties change over time, and those changes that have acquired architectural and/or historical significance in their own right shall be recognized, respected and retained; and
5. Distinctive architectural features, construction techniques and/or examples of craftsmanship that characterize a designated property shall be treated with due consideration; and
6. Deteriorated architectural features should, where possible, be repaired rather than replaced. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence; and
7. Activities that cause deterioration of a designated property and its architectural features shall be discouraged. In those cases where the damage would be irreversible, such as sand-blasting and wet blasting fire-hardened bricks, the activities shall be prohibited. If cleaning is to be done, the gentlest means possible shall be encouraged; and
8. Known significant archeological resources possibly affected by a proposed activity shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken; and
9. New additions and related new construction shall not be discouraged when such improvements do not destroy historic material and such design is compatible with the size, massing, scale, color, materials and character of the property, neighborhood and district, if applicable.

D. Design criteria to implement review standards. When the commission is considering an application for a certificate of appropriateness, it shall consider the following architectural design criteria, or elements of design as they relate to the standards for review prescribed in Section 14.01.040C.

1. Height. The height of any proposed addition, construction or reconstruction should be compatible with the designated property and the surrounding structures, if located within a designated historic district; and
2. Proportions. The proportions (width versus height relationship) between doors and windows should be compatible, if not replicated, with the architectural design and character of the designated property; and
3. Scale. A proposed alteration, construction, reconstruction or addition should not negatively impact the scale of the designated property or district; and
4. Materials. Historic or original architectural features, or replacement elements which in all ways replicated the original, should be repaired whenever possible; and
5. Relationship of building masses and spaces. The relationship of a structure within a designated historic district to the rear, side and front yards between it and surrounding structures should be compatible; and
6. Roof shape. The roof design and shape should remain consistent with its original configuration and character; and
7. Site improvements. Landscaping and other site improvements, including off-street parking, should have as minimal of an impact as possible to the designated property's original plan/layout and its visual character.

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Case DNRHP23-01: Request for partial demolition of 1111 Perry Street. The structure is located in the Cork Hill National Historic District. Palmer College Foundation, petitioner. [Ward 3]

Recommendation:

Staff recommends that the Historic Preservation Commission approve demolition of the rear porch at 1111 Perry Street.

Findings:

1. The rear porch at 1111 Perry Street does not meet the criteria in Section 14.040.B of the Davenport Municipal Code.
2. The rear porch does not embody the distinctive architectural characteristics of the original structure, nor does it represent the work of a master builder or architect.

Background:

The property at 1111 Perry Street is located in the Cork Hill National Historic District. Any demolition or partial demolition in a national historic district requires review and approval from the Historic Preservation Commission.

The Ordinance does not differentiate between original historic construction verses later additions. This allows the Historic Preservation Commission flexibility in approving demolition of non-historic additions.

- Palmer College of Chiropractic recently purchased the 11-unit apartment building. The applicant is proposing to remove the two story porch on the rear of the building. The brick multi-family building was erected in 1910.

The City issued a permit on May 12, 1934 for the construction of a new outside porch using douglas fir. Unfortunately, neither the City nor the property owner have documentation validating whether the existing porch is from the 1934 construction, nor does the wood appear to be from this time period.

Given the proposed project, a structural report from a licensed engineer or architect is not applicable. The petitioner claims the porch is deteriorated, not visually appealing, the stairs are not up to code, and the deck is not structurally sound. Following demolition, a new set of egress stairs will be built from the second floor that will better compliment the original architecture and satisfy code requirements.

- The Commission is to review whether or not demolishing the porch is acceptable, not the design of the replacement egress stairs. New construction in a national historic district is outside the Commission's review authority.

ATTACHMENTS:

Type

Description

- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material

Application
 Scope of Work
 Building Elevations
 1934 Building Permit
 Scott County Parcel Report

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	2/3/2023 - 2:25 PM



CITY OF DAVENPORT
Development & Neighborhood
Services – Planning
1200 W. 46th St
Davenport, IA 52807

Office 563.326.6198
planning@davenportiowa.com

APPLICATION FOR
DEMOLITION REQUEST
HISTORIC PRESERVATION COMMISSION

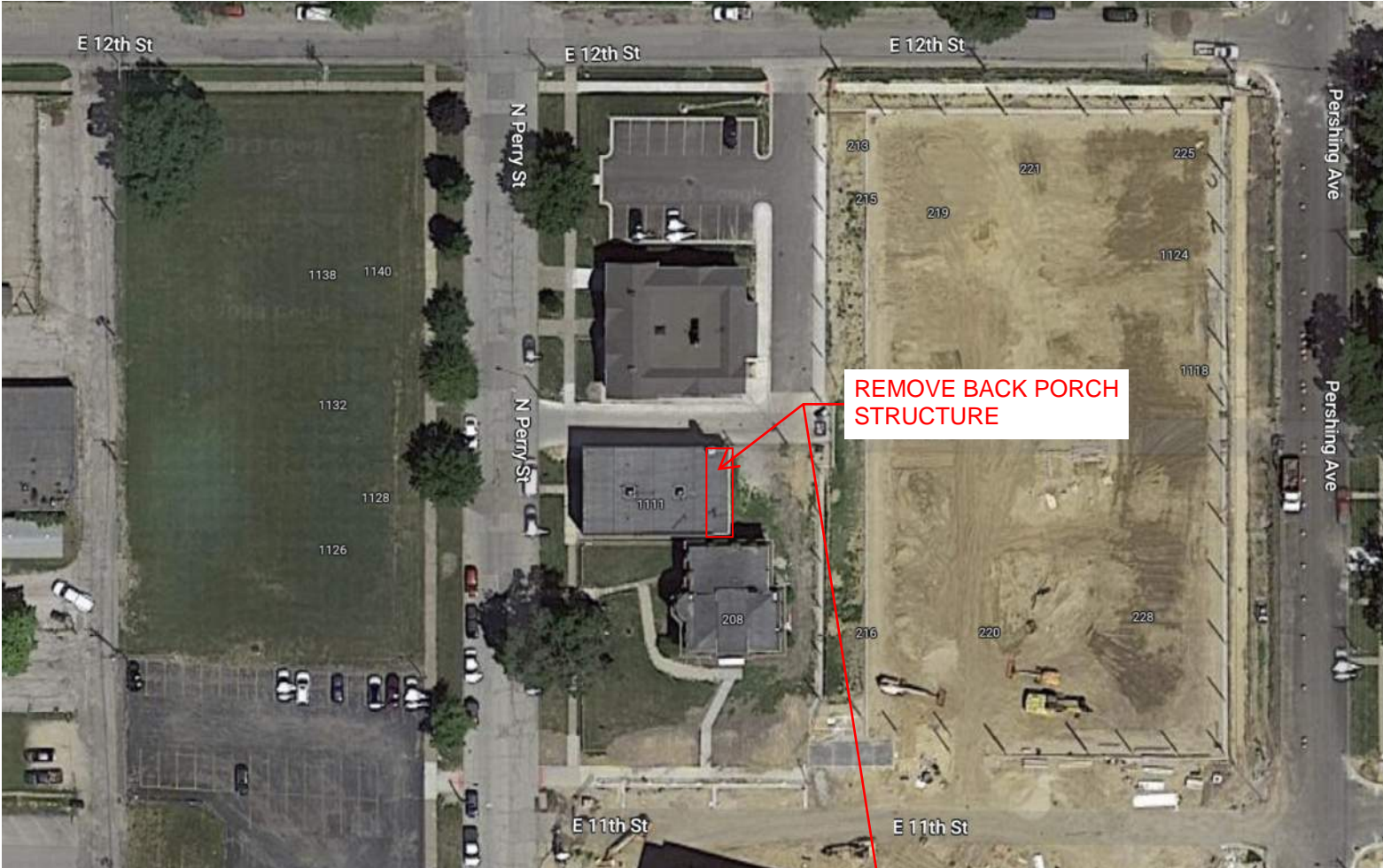
APPLICANT INFORMATION	
APPLICANT NAME Greg Gowey	
ADDRESS 201 West 2nd St. #608	
CITY, STATE, ZIP Davenport, IA 52801	
PHONE (563) 326-2555	
SECONDARY PHONE	
E-MAIL ADDRESS ggowey@studio483.com	
<p>Acceptance of Applicant</p> <p>I, the undersigned, certify that the information on this application to the best of my knowledge is true and correct. I further certify that I have a legal interest in the property in question, and/or that I am legally able to represent all other persons or entities with interest in this property, and acknowledge formal procedure and submittal requirements.</p> <p>In addition to the application fee, I understand I am responsible for attendance at the meeting as shown on the historic preservation commission calendar. The City reserves the right to require further site studies as necessary.</p> <p>Greg Gowey Type Applicant's Name</p> <p><i>Greg Gowey</i> Applicant's Signature</p> <p>02/02/2023 Date</p>	
DEVELOPMENT TEAM	
<p>Property Owner Palmer College of Chiropractic</p> <p>Address 1000 N. Brady Street, Davenport, IA 52803</p> <p>Phone (800) 722-2586</p> <p>Secondary Phone</p> <p>E-Mail Address</p>	
<p>Project Manager/Other Ryan Cullison</p> <p>Address 1000 N Brady St., Davenport, IA 52803</p> <p>Phone (563) 884-5684</p> <p>Secondary Phone</p> <p>E-Mail Address ryan.cullison@palmer.edu</p>	

RESOURCE TYPE	SUBMITTAL DATE	MEETING DATE
Local Hamburg District	02/02/2023	02/14/2023
SITE ADDRESS & PARCEL NUMBER and/or HISTORIC NAME 1111 Perry Street		
BRIEF OVERVIEW OF THE PROJECT (not a scope of work) Requesting to remove the back wooden porch structure from the brick building. The porch is not original to the building, is in poor shape, visually not appealing, stairs are not up to code, and not structurally sound. Plan to replace with smaller exiting stair structure.		
<p>APPLICABILITY PRIOR to a demolition permit for a Historic Resource: A Demolition Request must be reviewed & approved by the HPC PRIOR to the commencement of any demolition work per 14.01.070.</p> <ul style="list-style-type: none"> Demolition of a designated local landmark or a property within a designated historic district shall be prohibited unless the Historic Preservation Commission receives a request and approves said request with the issuance a certificate of economic hardship Owners of record or the City may apply for a demolition permit 		
ALL SUBMITTALS SHALL INCLUDE:		SUBMITTED
Scope of Work for all demo processes, attached as .PDF		<input checked="" type="checkbox"/>
Photos of all existing building/sign façades/elevations		<input checked="" type="checkbox"/>
Evidence of 'Economic Hardship'		<input type="checkbox"/>
<ul style="list-style-type: none"> Professional's structural soundness & reuse suitability report Assessed Value & taxes paid, prior 2 years Appraisals regarding purchase, financing & ownership Property listings of sale/rent prices & offers received Building/Fire/Housing/State/Federal code violations & nuisances Estimated market value post demolition & post reuse renovation <p>If used as an income property: (prior 2 years)</p> <ul style="list-style-type: none"> Annual gross income Operating/maintenance expenses Annual cash flow Proof of efforts to obtain reasonable return on investment (over the entire ownership time frame) 		
Formal Procedure 17.01.070.		Application Fee: NONE
<p>A. Application Process No demolition permits shall be issued for local landmarks or properties within designated historic districts prior to the Commission, or the City Council upon appeal, issuing a certificate of economic hardship, with the exception of Section 14.01.090 Exclusions.</p> <p>B. Review Criteria The Commission shall request and receive from the applicant all information it deems necessary to adequately consider the demolition.</p> <p>C. Notification The Commission agenda shall be posted on first floor City Hall no less than one business day prior to the scheduled time of the meeting and shall serve as notice to the general public of the meeting.</p> <p>D. Review Process The Commission shall review all the evidence and information submitted by the applicant and receive testimony from other interested parties. If the Commission finds that the building substantially violates the City Building, Fire, and or Housing Codes, or the property owner cannot obtain a reasonable economic return therefrom, then the Commission shall authorize the issuance of the demolition permit by the Building Department. The Commission shall act on each application within 60 days after receipt of a completed application.</p> <p>E. Notice of Determination The Commission shall notify the owner(s) of record within 15 days of the Commission's decision.</p>		
Submit this form with attachments to: planning@davenportiowa.com		

Scope of Work
1111 Perry Street

Requesting to demolish the wooden back porch structure from the original brick building. The existing porch is not part of the original historic building, it is deteriorated, not visually appealing, the stairs are not up to code, and not structurally sound.

We plan to build a new set of egress stairs from the second floor designed to better compliment the original architecture and meet code requirements.



Front Elevation



Back Elevation



Back Porch Perspective

Remove steps and railings which are not up to code



Back Porch Stairs and Ground Level

Front Perry Street West Elevation



South Elevation



North Elevation

A photograph of the North Elevation of a three-story brick building. The building features dark brown brickwork, red-painted window frames, and a prominent chimney on the left side. The facade includes several double-hung windows, some with small transoms, and a red door at the ground level. The building is situated on a street with a concrete sidewalk in the foreground and a parking lot with blue dumpsters to the left. Bare trees and a cloudy sky are visible in the background.

Back North-East Perspective



Back North-East Perspective



Back East Perspective



✓ 1111 Perry St.

Permit #12883
Issued 5/12/34

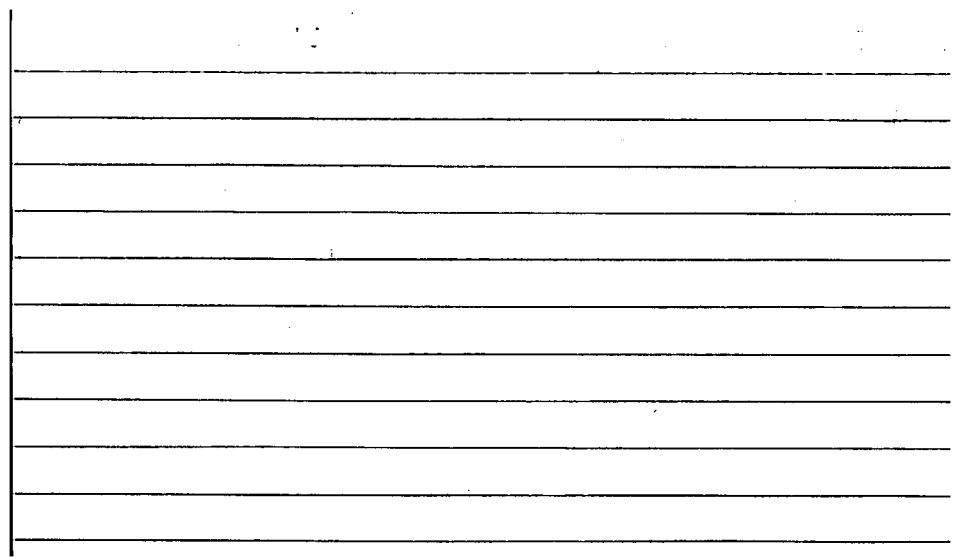
C. E. Block - O
34 Oak Lane

Same - C.

Remodel exterior - porch - new outside and
new post 6x6 #1 douglas fir.

\$25.00

OK
Ready for inspection 5/15/34





Scott County / City of Davenport, Iowa

Summary - Auditor's Office

Parcel ID G0025-09
Alternate ID G17065
Property Address 1111 PERRY ST
 DAVENPORT IA 52803
Sec/Twp/Rng N/A
Brief LECLAIRE'S 8TH ADD Lot: 002 Block: 096 LECLAIRE'S 8TH ADD N48' OF LOT 1 &
 N 48' OF W 10' OF
Tax Description (Note: Not to be used on legal documents)
Deed Book/Page 2022-23272
Contract
Book/Page
Gross Acres 0.00
Net Acres 0.00
Adjusted CSR Pts 0
District DAD - DAVENPORT DAVENPORT
School District DAVENPORT SCHOOL
Subdivision LECLAIRE'S 8TH ADD



Owners - Auditor's Office

Deed Holder
[PALMER COLLEGE FOUNDATION](#)
[1000 BRADY ST](#)
 DAVENPORT IA 52803
Contract Holder
Mailing Address
 PALMER COLLEGE FOUNDATION
 1000 BRADY ST
 DAVENPORT IA 52803

DBA (Doing Business As) - Assessor's Office

PALMER COLLEGE APARTMENT BLDG - 11 UNITS

Land - Assessor's Office

Map Area MR-South Apts Units
Lot Area 0.10 Acres ; 4,320 SF

Land Sizes Used For Assessment Purposes Only. Not A Survey Of The Property.

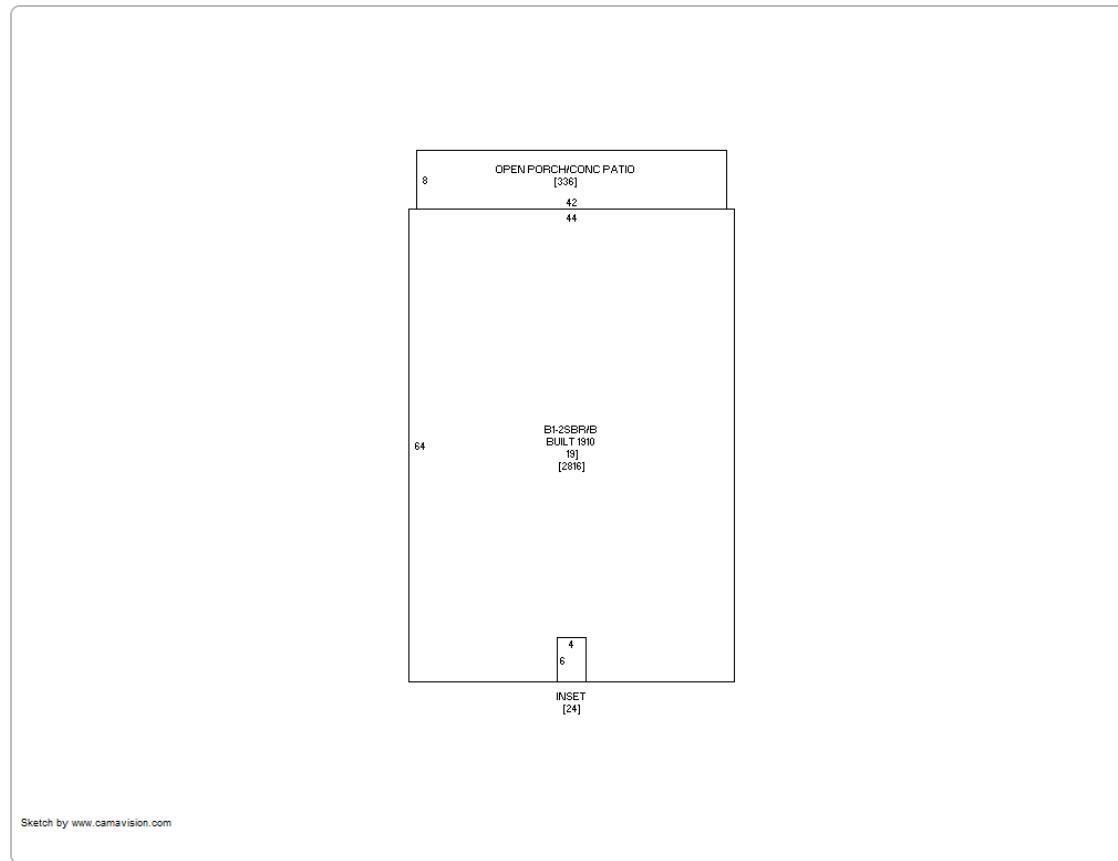
Commercial Buildings - Assessor's Office

Total GBA 5,608 SF
Total Units 11
Building 1: Apartment, (11 units), Solid Brick - 12", 2 Story, Built - 1910, 2816 SF, Bsmt - 0 SF,
 HVAC - Apartment Buildings, Roof - Rubber Membrane/Wood
Adjustments: Concrete patio, 336 SF
 Porch, 336 SF
Plumbing: 1 - Adequate
 11 - 3-Fixture Bathroom
 11 - Base

Photos - Assessor's Office



Sketches - Assessor's Office



Permits - Assessor's Office

Permit #	Date	Description	Amount
WO	06/21/2022	Work Order	0
21-15356	03/12/2021	Roof	35,482
M003021	01/17/2008	HVAC	17,600
M003020	01/16/2008	HVAC	1,800
B003548	08/02/2007	Int-Remodel	216,000

Sales - Assessor's Office

Date	Seller	Buyer	Recording	Sale Condition - NUTC	Type	Multi Parcel	Amount
8/22/2022	S & H RENTAL PROPERTIES II LLC	PALMER COLLEGE FOUNDATION	2022-23272	Sale to/by Government/Exempt Organization	WD		\$856,000.00
3/4/2013	SCHOENBECK PAUL GARY	S & H RENTAL PROPERTIES II LLC	2013-6809	Quit Claim Deed	QCD		\$0.00
12/19/2006	PALMER COLLEGE FOUNDATION	SCHOENBECK, PAUL GARY	2006-39420	Normal Arms-Length Transaction	WD		\$5,000.00
4/13/2006	FOUNDATION TRUSTEE PALMER CHIROPRACTIC UNIVERSITY	PALMER COLLEGE FOUNDATION	2006-11329	Sale To / By Government	SWD		\$215,000.00
8/3/2001	VEIT REV. TRUST, LINDA L	FOUNDATION TRUSTEE PALMER CHIROPRACTIC UNIVERSITY	2001-28093	NONE	QCD		\$0.00
11/23/1999	VEIT, LINDA L VEIT, EDGAR J	VEIT REV. TRUST, LINDA L	1999-41170	NONE	QCD		\$0.00
8/31/1988		VEIT, LINDA L VEIT, EDGAR J	1988-15406	NONE	X		\$0.00

Recent Sales in Area

Sale date range:

From:

02/03/2013

To:

02/03/2023

Sales by Neighborhood

Sales by Subdivision

1500

Feet



Sales by Distance

Valuation - Assessor's Office

	2022	2021	2020	2019	2018
Classification	Residential (Mr R3+)	Residential (Mr R3+)	Residential (Mr R3+)	Residential (Mr R3+)	Residential (Mr R3+)
+ Assessed Land Value	\$8,640	\$8,640	\$8,640	\$8,640	\$8,640
+ Assessed Building Value	\$0	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$265,070	\$265,070	\$231,660	\$231,660	\$203,380
= Gross Assessed Value	\$273,710	\$273,710	\$240,300	\$240,300	\$212,020
- Exempt Value	\$0	\$0	\$0	(\$170,700)	(\$170,700)
= Net Assessed Value	\$273,710	\$273,710	\$240,300	\$69,600	\$41,320

Taxation - Auditor\Treasurer's Office

	2021 Pay 2022-2023	2020 Pay 2021-2022	2019 Pay 2020-2021	2018 Pay 2019-2020
x Rollback (estimated)	63.75	67.5	71.25	75
+ Taxable Land Value	\$5,508	\$5,832	\$6,156	\$6,480
+ Taxable Building Value	\$0	\$0	\$0	\$0
+ Taxable Dwelling Value	\$168,982	\$156,371	\$43,434	\$24,510
= Gross Taxable Value	\$174,490	\$162,203	\$49,590	\$30,990
- Military Credit	\$0	\$0	\$0	\$0
= Net Taxable Value	\$174,490	\$162,203	\$49,590	\$30,990
x Levy Rate (per \$1000 of value)	39.64283	39.37037	39.44684	39.41990
= Gross Taxes Due	\$6,917.28	\$6,385.99	\$1,956.17	\$1,221.62
- Ag Land Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Business Property Credit	\$0.00	\$0.00	\$0.00	\$0.00
= Net Taxes Due	\$6,918.00	\$6,386.00	\$1,956.00	\$1,222.00

Tax History - Treasurer's Office

Year	Due Date	Amount	Paid	Date Paid	Receipt
2021	March 2023	\$3,459	Yes	8/29/2022	644020
	September 2022	\$3,459	Yes	8/29/2022	
2020	March 2022	\$3,193	Yes	3/10/2022	630175
	September 2021	\$3,193	Yes	9/16/2021	
2019	March 2021	\$978	Yes	3/3/2021	640046
	September 2020	\$978	Yes	9/17/2020	
2018	March 2020	\$611	Yes	3/3/2020	636389
	September 2019	\$611	Yes	9/19/2019	
2017	March 2019	\$642	Yes	3/7/2019	641599
	September 2018	\$642	Yes	9/13/2018	
2016	March 2018	\$681	Yes	3/7/2018	626678
	September 2017	\$681	Yes	10/23/2017	

Year	Due Date	Amount	Paid	Date Paid	Receipt
2015	March 2017	\$706	Yes	5/17/2017	799309
	September 2016	\$706	Yes	11/30/2016	
2014	March 2016	\$746	Yes	5/18/2016	725198
	September 2015	\$746	Yes	11/19/2015	
2013	March 2015	\$793	Yes	6/15/2015	644970
	September 2014	\$793	Yes	1/29/2015	
2012	March 2014	\$854	Yes	4/30/2014	653382
	September 2013	\$854	Yes	12/31/2013	
2011	March 2013	\$862	Yes	3/29/2013	653762
	September 2012	\$862	Yes	9/11/2012	
2010	March 2012	\$838	Yes	3/9/2012	635432
	September 2011	\$838	Yes	10/31/2011	
2009	March 2011	\$4,347	Yes	6/20/2011	653532
	September 2010	\$4,347	Yes	6/20/2011	
2008	March 2010	\$777	Yes	6/21/2010	635230
	September 2009	\$777	Yes	6/21/2010	

Tax Sale Certificates - Treasurer's Office

Certificate Number:

150907

Certificate Buyer:

TXBYR Series LLC - PS 357
6348 JEBENS AVE
DAVENPORT, IA 52806

Certificate Date:

6/15/2015

Tax Sale Total:

959.53

Penalty:

0.00

Subsequent Tax Total:

4,668.03

Interest:

2,633.00

Redemption Total:
[Click here to view Redemption Total](#)
Additional Costs:

0.00

Redemption Total as of:

4/18/2018

Certificate Fee:

20.00

Status:

Redeemed

Bid Down Percentage:

100%

Special Assessments - Treasurer's Office

Project:

20221122 - Davenport Utility Fee

Accepted Date:

11/22/2022

Parcel Number:

G0025-09

Amortization Date:

12/1/2023

Amortized Interest:

0

Number of Years:

0

Payoff:

\$0.00

Project:
20221013 - Davenport Utility Fee
Accepted Date:
10/13/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220831 - Davenport Utility Fee
Accepted Date:
8/31/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220729 - Davenport Utility Fee
Accepted Date:
7/29/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220629-2 - Davenport Utility Fee
Accepted Date:
6/29/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220602 - Davenport Utility Fee
Accepted Date:
6/2/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220511 - Davenport Utility Fee
Accepted Date:
5/11/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2023
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220331-2 - Davenport Utility Fee
Accepted Date:
3/31/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220228 - Davenport Utility Fee
Accepted Date:
2/28/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20220201 - Davenport Utility Fee
Accepted Date:
2/1/2022
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20211230-0 - Davenport Utility Fee
Accepted Date:
12/30/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20211130 - Davenport Utility Fee
Accepted Date:
11/30/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20211028-1 - Davenport Utility Fee
Accepted Date:
10/28/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210928 - Davenport Utility Fee
Accepted Date:
9/28/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210830 - Davenport Utility Fee
Accepted Date:
8/30/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210730 - Davenport Utility Fee
Accepted Date:
7/30/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210629 - Davenport Utility Fee
Accepted Date:
6/29/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210504 - Davenport Utility Fee
Accepted Date:
5/4/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210331 - Davenport Utility Fee
Accepted Date:
3/31/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210301 - Davenport Utility Fee
Accepted Date:
3/1/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20210129 - Davenport Utility Fee
Accepted Date:
1/29/2021
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20201231 - Davenport Utility Fee
Accepted Date:
12/31/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20201130 - Davenport Utility Fee
Accepted Date:
11/30/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20201029 - Davenport Utility Fee
Accepted Date:
10/29/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200929-1 - Davenport Utility Fees
Accepted Date:
9/29/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200901-1 - Davenport Utility Fee
Accepted Date:
9/1/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200731 - Davenport Utility Fee
Accepted Date:
7/31/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200702 - Davenport Utility Fee
Accepted Date:
7/2/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200702-1 - Davenport Utility Fees
Accepted Date:
7/2/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200702-2 - Davenport Utility Fee
Accepted Date:
7/2/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
20200702-3 - Davenport Utility Fee
Accepted Date:
7/2/2020
Parcel Number:
G0025-09
Amortization Date:
12/1/2021
Amortized Interest:
0
Number of Years:
0
Payoff:
\$0.00

Project:
 20200228 - Davenport Utility Fee
Accepted Date:
 2/28/2020
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$149.03	\$149.03	\$0.00	\$0.00	\$5.00	\$154.03	168708	9/16/2020
Total			\$149.03	\$0.00	\$0.00	\$5.00	\$154.03		

Project:
 20200131 - Davenport Utility Fee
Accepted Date:
 1/31/2020
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$159.02	\$159.02	\$0.00	\$0.00	\$5.00	\$164.02	166784	9/16/2020
Total			\$159.02	\$0.00	\$0.00	\$5.00	\$164.02		

Project:
 20200102 - Davenport Utility Fee
Accepted Date:
 1/2/2020
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$179.02	\$179.02	\$0.00	\$0.00	\$5.00	\$184.02	164556	9/16/2020
Total			\$179.02	\$0.00	\$0.00	\$5.00	\$184.02		

Project:
 20191204 - Davenport Utility Fee
Accepted Date:
 12/4/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$164.02	\$164.02	\$0.00	\$0.00	\$5.00	\$169.02	163336	9/16/2020
Total			\$164.02	\$0.00	\$0.00	\$5.00	\$169.02		

Project:
 20191101 - Davenport Utility Fee
Accepted Date:
 11/1/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$99.09	\$99.09	\$0.00	\$0.00	\$5.00	\$104.09	160339	9/16/2020
Total			\$99.09	\$0.00	\$0.00	\$5.00	\$104.09		

Project:
 20191002 - Davenport Utility Fee
Accepted Date:
 10/2/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$159.02	\$159.02	\$0.00	\$0.00	\$5.00	\$164.02	158189	9/16/2020
Total			\$159.02	\$0.00	\$0.00	\$5.00	\$164.02		

Project:
 20190830 - Davenport Utility Fee
Accepted Date:
 8/30/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$129.97	\$129.97	\$0.00	\$0.00	\$5.00	\$134.97	156196	9/16/2020
Total			\$129.97	\$0.00	\$0.00	\$5.00	\$134.97		

Project:
 20190731 - Davenport Utility Fee
Accepted Date:
 7/31/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$125.30	\$125.30	\$0.00	\$0.00	\$5.00	\$130.30	152924	9/16/2020
Total			\$125.30	\$0.00	\$0.00	\$5.00	\$130.30		

Project:
 20190627 - Davenport Utility Fee
Accepted Date:
 6/27/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$111.28	\$111.28	\$0.00	\$0.00	\$5.00	\$116.28	150327	9/16/2020
Total			\$111.28	\$0.00	\$0.00	\$5.00	\$116.28		

Project:
 20190531 - Davenport Utility Fee
Accepted Date:
 5/31/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$153.33	\$153.33	\$0.00	\$0.00	\$5.00	\$158.33	148308	9/16/2020
Total			\$153.33	\$0.00	\$0.00	\$5.00	\$158.33		

Project:
 20190503 - Davenport Utility Fee
Accepted Date:
 5/3/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2020
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2020	\$115.95	\$115.95	\$0.00	\$0.00	\$5.00	\$120.95	146425	9/16/2020
Total			\$115.95	\$0.00	\$0.00	\$5.00	\$120.95		

Project:
 20190402 - Davenport Utility Fee
Accepted Date:
 4/2/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$125.30	\$125.30	\$0.00	\$0.00	\$5.00	\$130.30	145587	9/18/2019
Total			\$125.30	\$0.00	\$0.00	\$5.00	\$130.30		

Project:
 20190301 - Davenport Utility Fee
Accepted Date:
 3/1/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$143.99	\$143.99	\$0.00	\$0.00	\$5.00	\$148.99	142497	9/18/2019
Total			\$143.99	\$0.00	\$0.00	\$5.00	\$148.99		

Project:
 20190204 - Davenport Utility Fee
Accepted Date:
 2/4/2019
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$148.66	\$148.66	\$0.00	\$0.00	\$5.00	\$153.66	140363	9/18/2019
Total			\$148.66	\$0.00	\$0.00	\$5.00	\$153.66		

Project:
 20181231 - Davenport Utility Fee
Accepted Date:
 12/31/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$162.68	\$162.68	\$0.00	\$0.00	\$5.00	\$167.68	138218	9/18/2019
Total			\$162.68	\$0.00	\$0.00	\$5.00	\$167.68		

Project:
 20181130 - DAVENPORT UTILITY FEES
Accepted Date:
 11/30/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$153.33	\$153.33	\$0.00	\$0.00	\$5.00	\$158.33	136531	9/18/2019
Total			\$153.33	\$0.00	\$0.00	\$5.00	\$158.33		

Project:
 20181030 - Davenport Utility Fee
Accepted Date:
 10/30/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$115.95	\$115.95	\$0.00	\$0.00	\$5.00	\$120.95	134458	11/29/2018
Total			\$115.95	\$0.00	\$0.00	\$5.00	\$120.95		

Project:
 20180928 - Davenport Utility Fee
Accepted Date:
 9/28/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$134.64	\$134.64	\$0.00	\$0.00	\$5.00	\$139.64	131551	11/29/2018
Total			\$134.64	\$0.00	\$0.00	\$5.00	\$139.64		

Project:
 20180830 - Davenport Utility Fee
Accepted Date:
 8/30/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$134.59	\$134.59	\$0.00	\$0.00	\$5.00	\$139.59	130019	11/29/2018
Total			\$134.59	\$0.00	\$0.00	\$5.00	\$139.59		

Project:
 20180730 - Davenport Utility Fee
Accepted Date:
 7/30/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$134.59	\$134.59	\$0.00	\$0.00	\$5.00	\$139.59	127756	11/29/2018
Total			\$134.59	\$0.00	\$0.00	\$5.00	\$139.59		

Project:
 20180702 - Davenport Utility Fee
Accepted Date:
 7/2/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$108.38	\$108.38	\$0.00	\$0.00	\$5.00	\$113.38	125057	11/29/2018
Total			\$108.38	\$0.00	\$0.00	\$5.00	\$113.38		

Project:
 20180531 - Davenport Utility Fee
Accepted Date:
 5/31/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2019
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2019	\$152.06	\$152.06	\$0.00	\$0.00	\$5.00	\$157.06	123674	11/29/2018
Total			\$152.06	\$0.00	\$0.00	\$5.00	\$157.06		

Project:
 20180430 - Davenport Utility Fee
Accepted Date:
 4/30/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$112.75	\$112.75	\$0.00	\$0.00	\$5.00	\$117.75	121728	9/12/2018
Total			\$112.75	\$0.00	\$0.00	\$5.00	\$117.75		

Project:
 20180329 - Davenport Utility Fee
Accepted Date:
 3/29/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$147.69	\$147.69	\$0.00	\$0.00	\$5.00	\$152.69	120243	4/18/2018
Total			\$147.69	\$0.00	\$0.00	\$5.00	\$152.69		

Project:
 20180228 - Davenport Utility Fee
Accepted Date:
 2/28/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$152.06	\$152.06	\$0.00	\$0.00	\$5.00	\$157.06	117889	4/18/2018
Total			\$152.06	\$0.00	\$0.00	\$5.00	\$157.06		

Project:
 20180131 - Davenport Utility Fee
Accepted Date:
 1/31/2018
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$178.27	\$178.27	\$0.00	\$0.00	\$5.00	\$183.27	115345	4/18/2018
Total			\$178.27	\$0.00	\$0.00	\$5.00	\$183.27		

Project:
 20171229 - Davenport Utility Fee
Accepted Date:
 12/29/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$178.27	\$178.27	\$0.00	\$0.00	\$5.00	\$183.27	114025	4/18/2018
Total			\$178.27	\$0.00	\$0.00	\$5.00	\$183.27		

Project:
 20171130 - Davenport Utility Fees
Accepted Date:
 11/30/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$160.80	\$160.80	\$0.00	\$0.00	\$5.00	\$165.80	111067	4/18/2018
Total			\$160.80	\$0.00	\$0.00	\$5.00	\$165.80		

Project:
 20171031 - Davenport Utility Fee
Accepted Date:
 10/31/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$125.85	\$125.85	\$0.00	\$0.00	\$5.00	\$130.85	108947	4/18/2018
Total			\$125.85	\$0.00	\$0.00	\$5.00	\$130.85		

Project:
 20171002 - Davenport Utility Fee
Accepted Date:
 10/2/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$147.69	\$147.69	\$0.00	\$0.00	\$5.00	\$152.69	107124	10/23/2017
Total			\$147.69	\$0.00	\$0.00	\$5.00	\$152.69		

Project:
 20170831 - Davenport Utility Fees
Accepted Date:
 8/31/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$173.51	\$173.51	\$0.00	\$0.00	\$5.00	\$178.51	104327	10/23/2017
Total			\$173.51	\$0.00	\$0.00	\$5.00	\$178.51		

Project:
 20170831-1 - Davenport Utility Fees
Accepted Date:
 8/31/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$156.71	\$156.71	\$0.00	\$0.00	\$5.00	\$161.71	106052	10/23/2017
Total			\$156.71	\$0.00	\$0.00	\$5.00	\$161.71		

Project:
 20170630-1 - Davenport Utility Fees
Accepted Date:
 6/30/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$136.45	\$136.45	\$0.00	\$0.00	\$5.00	\$141.45	100918	10/23/2017
Total			\$136.45	\$0.00	\$0.00	\$5.00	\$141.45		

Project:
 20170531 - Davenport Utility Fees
Accepted Date:
 5/31/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2018
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2018	\$178.03	\$178.03	\$0.00	\$0.00	\$5.00	\$183.03	098839	10/23/2017
Total			\$178.03	\$0.00	\$0.00	\$5.00	\$183.03		

Project:
 20170427 - Davenport Utility Fee
Accepted Date:
 4/27/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$115.66	\$115.66	\$0.00	\$2.00	\$5.00	\$122.66	096423	10/23/2017
Total			\$115.66	\$0.00	\$2.00	\$5.00	\$122.66		

Project:
 20170329 - Davenport Utility Fees
Accepted Date:
 3/29/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$136.45	\$136.45	\$0.00	\$2.00	\$5.00	\$143.45	094467	10/23/2017
Total			\$136.45	\$0.00	\$2.00	\$5.00	\$143.45		

Project:
 20170228 - Davenport Utility Fees
Accepted Date:
 2/28/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$144.76	\$144.76	\$0.00	\$2.00	\$5.00	\$151.76	093731	10/23/2017
Total			\$144.76	\$0.00	\$2.00	\$5.00	\$151.76		

Project:
 20170130 - Davenport Utility Fees
Accepted Date:
 1/30/2017
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$111.50	\$111.50	\$0.00	\$2.00	\$5.00	\$118.50	090607	10/23/2017
Total			\$111.50	\$0.00	\$2.00	\$5.00	\$118.50		

Project:
 20161230 - Davenport Utility Fees
Accepted Date:
 12/30/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$115.66	\$115.66	\$0.00	\$2.00	\$5.00	\$122.66	088676	10/23/2017
Total			\$115.66	\$0.00	\$2.00	\$5.00	\$122.66		

Project:
 20161129 - Davenport Utility Fees
Accepted Date:
 11/29/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$140.61	\$140.61	\$0.00	\$2.00	\$5.00	\$147.61	086720	10/23/2017
Total			\$140.61	\$0.00	\$2.00	\$5.00	\$147.61		

Project:
 20161101 - Davenport Utility Fees
Accepted Date:
 11/1/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$69.92	\$69.92	\$0.00	\$1.00	\$5.00	\$75.92	084736	10/23/2017
Total			\$69.92	\$0.00	\$1.00	\$5.00	\$75.92		

Project:
 20160928 - Davenport Utility Fees
Accepted Date:
 9/28/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$140.61	\$140.61	\$0.00	\$2.00	\$5.00	\$147.61	082616	10/23/2017
Total			\$140.61	\$0.00	\$2.00	\$5.00	\$147.61		

Project:
 20160830 - Davenport Utility Fees
Accepted Date:
 8/30/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$133.86	\$133.86	\$0.00	\$2.00	\$5.00	\$140.86	081448	10/23/2017
Total			\$133.86	\$0.00	\$2.00	\$5.00	\$140.86		

Project:
 20160802 - Davenport Utility Fees
Accepted Date:
 8/2/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$121.99	\$121.99	\$0.00	\$2.00	\$5.00	\$128.99	079043	10/23/2017
Total			\$121.99	\$0.00	\$2.00	\$5.00	\$128.99		

Project:
 20160630 - Davenport Utility Fees
Accepted Date:
 6/30/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$133.87	\$133.87	\$0.00	\$2.00	\$5.00	\$140.87	076175	10/23/2017
Total			\$133.87	\$0.00	\$2.00	\$5.00	\$140.87		

Project:
 20160609 - Davenport Utility Fees
Accepted Date:
 6/9/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$118.03	\$118.03	\$0.00	\$2.00	\$5.00	\$125.03	075677	10/23/2017
Total			\$118.03	\$0.00	\$2.00	\$5.00	\$125.03		

Project:
 20160503 - Davenport Utility Fees
Accepted Date:
 5/3/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2017
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2017	\$78.45	\$78.45	\$0.00	\$1.00	\$5.00	\$84.45	072586	10/23/2017
Total			\$78.45	\$0.00	\$1.00	\$5.00	\$84.45		

Project:
 20160331 - Davenport Utility Fees
Accepted Date:
 3/31/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$114.07	\$114.07	\$0.00	\$3.00	\$5.00	\$122.07	071195	11/29/2016
Total			\$114.07	\$0.00	\$3.00	\$5.00	\$122.07		

Project:
 20160229 - Davenport Utility Fees
Accepted Date:
 2/29/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$110.11	\$110.11	\$0.00	\$3.00	\$5.00	\$118.11	068783	11/29/2016
Total			\$110.11	\$0.00	\$3.00	\$5.00	\$118.11		

Project:
 20160129-5 - UTILITY FEE
Accepted Date:
 1/29/2016
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$118.03	\$118.03	\$0.00	\$4.00	\$5.00	\$127.03	066107	11/29/2016
Total			\$118.03	\$0.00	\$4.00	\$5.00	\$127.03		

Project:
 20151231 - Davenport Utility Fees
Accepted Date:
 12/31/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$141.78	\$141.78	\$0.00	\$4.00	\$5.00	\$150.78	064599	11/29/2016
Total			\$141.78	\$0.00	\$4.00	\$5.00	\$150.78		

Project:
 20151201 - Davenport Utility Fees
Accepted Date:
 12/1/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$141.78	\$141.78	\$0.00	\$4.00	\$5.00	\$150.78	063486	11/29/2016
Total			\$141.78	\$0.00	\$4.00	\$5.00	\$150.78		

Project:
 20151030 - Davenport Utility Fees
Accepted Date:
 10/30/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$54.70	\$54.70	\$0.00	\$2.00	\$5.00	\$61.70	060498	11/29/2016
Total			\$54.70	\$0.00	\$2.00	\$5.00	\$61.70		

Project:
 20151001-1 - Davenport Utility Fees
Accepted Date:
 10/1/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$102.20	\$102.20	\$0.00	\$3.00	\$5.00	\$110.20	058701	11/29/2016
Total			\$102.20	\$0.00	\$3.00	\$5.00	\$110.20		

Project:
 20150901-1 - Davenport Utility Fees
Accepted Date:
 9/1/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$115.08	\$115.08	\$0.00	\$3.00	\$5.00	\$123.08	056869	11/29/2016
Total			\$115.08	\$0.00	\$3.00	\$5.00	\$123.08		

Project:
 20150731-5 - Davenport Utility Fees
Accepted Date:
 7/31/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$101.06	\$101.06	\$0.00	\$3.00	\$5.00	\$109.06	053973	11/29/2016
Total			\$101.06	\$0.00	\$3.00	\$5.00	\$109.06		

Project:
 20150630-1 - Davenport Utility Fees
Accepted Date:
 6/30/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$94.04	\$94.04	\$0.00	\$3.00	\$5.00	\$102.04	052865	11/29/2016
Total			\$94.04	\$0.00	\$3.00	\$5.00	\$102.04		

Project:
 20150529-1 - Davenport Utility Fees
Accepted Date:
 5/29/2015
Parcel Number:
 G0025-09
Amortization Date:
 12/1/2016
Amortized Interest:
 0
Number of Years:
 0
Payoff:
 \$0.00

Payment ▾	Due Date ⇅	Principal Left ⇅	Tax Billed ⇅	Amortized Interest ⇅	Interest ⇅	Admin Fees ⇅	Total ⇅	Receipt Number	Date Paid ⇅
1	9/30/2016	\$108.07	\$108.07	\$0.00	\$3.00	\$5.00	\$116.07	050921	11/29/2016
Total			\$108.07	\$0.00	\$3.00	\$5.00	\$116.07		

Davenport Data Correction Feedback Form

[Link to Data Correction Feedback Form](#)

Treasurer Data Correction Feedback Form

[Link to Treasurer Data Correction Feedback Form](#)

Pay Property Taxes

[Click here to pay your Property Taxes online for this parcel](#)

Davenport Tax Credit Applications

[Apply for Homestead, Sales Questionnaire or Military Tax Credits](#)

Iowa Land Records

[\(4-513\)](#)
[\(4-513\)](#)

*Data for Scott County between Beacon and Iowa Land Records is available on the Iowa Land Records site beginning in 1989.
 For records prior to 1989, contact the County Recorder or Customer Support at www.iowaLandRecords.org.*

No data available for the following modules: Summary - Inactive, Residential Dwelling - Assessor's Office, Agricultural Buildings - Assessor's Office, Yard Extras - Assessor's Office, Scott County Data Correction Feedback Form, Scott County Tax Credit Applications.

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Version 2.3.245

City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
1/10/2023

Subject:
2022 Certified Local Government Annual Report

Recommendation:
Review past work plan, assess progress, and develop new two year work plan.

Background:
Each Certified Local Government in Iowa must submit an annual report documenting its preservation activities, accomplishments, meetings, annual training commissioners' information and work plan for the coming year.

The State Historic Preservation Office (SHPO) has encouraged local preservation commissions to develop work plans to demonstrate progress on self-imposed goals. The commission will discuss progress on the previous work plan and develop new goals for calendar year 2023 and 2024.

The following questions are posed on the Certified Local Government (CLG) annual report that will need to be addressed:

Q1: Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2023. Please attach your work plan to your annual report.

Q2: Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan?

Once the Historic Preservation Commission has finalized the 2023-2024 work plan, the City Council will adopt the annual report via a resolution. City staff will then complete the online Certified Local Government Annual Report by the February 28, 2023 deadline. Subsequently, the City of Davenport and the State Historic Preservation Office will sign a Certified Local Government Agreement, which is sent to the National Park Service for review and approval.

ATTACHMENTS:

Type	Description
Backup Material	Work Plan 2023-2024
Backup Material	Annual Report Certification Signature Page
Backup Material	DRAFT 2022 CLG Application
Backup Material	Certified Local Government Program Guide

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	2/10/2023 - 2:17 PM

Davenport Historic Preservation Commission Work Plan

Calendar Year 2023 & 2024

Projects, Plans, and Initiatives

Calendar Year 2023

- Engage with historic property owners and neighborhood organizations
- Provide technical assistance on historic preservation issues or projects
- Acquire space at a Party in the Park event to educate the public on local historic preservation
- Collaborate with local organizations to provide public tours of historic landmarks and districts
- Partner with the Davenport School District to create a historic preservation curriculum
- Increase communication with City Council
- Resurvey the West 3rd Street Historic District
- Revise Historic Preservation Commission bylaws

Calendar Year 2024

- Increase community service provided by the Historic Preservation Commission
- Improve relationships with other local historic preservation agencies
- Evaluate local funding and grant opportunities to fund National Register Studies
- Continue to improve online resources
- Work toward updating the Historic Preservation Ordinance to better address current challenges such as unpermitted and non-approved work in historic districts and landmarks

Historic Preservation Training Plan

Calendar Year 2023

- 2023 Preserve Iowa Summit: Sioux City, IA (June 1-3, 2023)
- Pursue technical preservation training provided by the State Historic Preservation Office
- National Park Service-Technical Preservation Online Training
- National Trust for Historic Preservation-Forum Webinar Series
- National Alliance of Preservation Commissions – Commission Assistance and Mentoring Program

Calendar Year 2024

- CY 2024 Preserve Iowa Summit, TBD

Certified Local Government Annual Report

Name of Certified Local Government: _____

Signature of person who completed this report

Date

I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).

Date of public meeting

Signature of Mayor or Chairman of the Board of Supervisors

Date

Printed Name of Elected Official

Please upload this completed form with your annual report on SlideRoom.

Thank you.

▲ Certified Local
Government Annual
Report

Certified Local Government Annual Report

* indicates a required field

Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.

This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.

We look forward to hearing from each CLG this year!

▲ **One question on this form needs attention.**

A required question is incomplete: [36](#)

1. Name of the city, county, or land use district: *

Please choose the name from the drop down table.

Davenport Historic Preservation Commission

2. Did your commission undertake any survey, evaluation and/or registration/nomination projects in this calendar year? *

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

- 1) The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- 2) The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission.

Please upload any Iowa Site Inventory Forms or other survey materials produced during the year. Please do not upload any projects that were funded with a CLG or HRDP grant, mandated by the Section 106 review and compliance process, or National Register nominations as we already have these documents in our files.

no

3. Were any National Register of Historic Places (NRHP) properties in your jurisdiction altered, moved, or demolished in this calendar year? *

3.1.

Please identify the property (historic name and address) and the action (altered, moved, demolished).

The following alterations and demolition were approved by the Davenport Historic Preservation Commission in 2022:

1. Case COA22-01: Request for Masonry restoration and exterior alteration at 226 West 4th Street. City Hall is a locally designated historic landmark. Legat Architects, petitioner, on behalf of the City of Davenport. [Ward 3]
2. Case COA22-02: Request for exterior restoration at 619 West 6th Street. The Techentin-Best House is listed as a contributing structure in the Hamburg Local Landmark Historic District. Alexander F Gorbach Revocable Trust, petitioner. [Ward 3]
3. Case COA22-03: Request to reconstruct the retaining wall behind 510 West 6th Street. The retaining wall is located within the Hamburg Local Landmark Historic District. City of Davenport, petitioner. [Ward 3]
4. Case COA22-04: Request for exterior alteration at 630 West 5th Street. The John Ruch House is located within the Hamburg Local Landmark Historic District. Duane Timm, petitioner. [Ward 3]
5. Case COA22-05: Request for exterior alteration of the Lindsay Park

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4. Does your local government designate local landmarks or local districts? *

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

Yes

5. If you answered yes to the previous question, in this calendar year, what properties did your city place on its list of locally designated historic landmarks and/or historic districts? Please provide the historic name and address of each property

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and BEFORE it is placed on the city council's agenda.

In 2022, the City of Davenport Historic Preservation Commission did not locally designate any historic landmarks or districts.

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5.1.

Please attach a copy of the final designation nomination(s) and ordinances(s) for these properties

 Choose a file

6. In this calendar year, what were the actions to revise, amend, change, or de-list a locally designated property? Please provide the name and address of the property(ies) and the action. If no action was taken, enter N/A *

N/A

3 of 8000 characters

7. Has your city or county passed other ordinances that directly or indirectly affect historic preservation? *

no

8. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- 2) The CLG shall provide for adequate public participation in the local historic preservation programs.

☒ a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc.

Month activities, etc.

☐ d. Design guidelines/standards

8.1.

Describe the city, county, LUD, and/or historic preservation commission's historic preservation planning activities in this calendar year. *

Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.

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8.2.

Describe the city, county, LUD, and/or historic preservation commission's assistance on preservation issues or projects in this calendar year. Please be specific (address(es) of property(ies), what was the issue(s), what technical assistance was provided?. *

Staff worked with historic homeowners, business owners, and institutions on formal and informal requests for appropriate treatments, identifying suitable materials, and research assistance. The Historic Preservation Commission provided fair and practical determinations for alterations to historic properties. The Commission reviewed at total of fifteen Certificates of Appropriateness Applications in 2022.

407 of 8000 characters

8.3.

Describe the city, county, LUD, and/or historic preservation commission's public education programs in this calendar year. *

Please provide specific details such as date of event, description of the event, how many people participated, whether the commission partnered with other organizations)

The Historic Preservation Commission sponsored a Walking Tour of the Downtown, attended two Party in the Park Events, and hosted informational presentations at the Public Library.

179 of 8000 characters

 Choose a file

9. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? *

The Commission prioritized public education and community outreach this year. Commissioners had an informational booth at Davenport's Party in the Park Event. This provided an opportunity to interact with historic property owners in an informal setting. Listening to the community's needs helped the Commission understand the challenges in maintaining an older home and finding quality contractors to perform improvements.

The Commission also partnered with the Davenport Public Library to promote historic preservation. Several speakers were brought in to discuss methods for researching older homes and held a session on applying for historic tax credits. A local historian was also hired to give walking tours of the downtown.

733 of 8000 characters

10.

What partnerships did your commission form or continue with other entities? (examples include local main street office, local school, historical society, library, museum, service club, etc.) If none, enter N/A *

The City of Davenport Historic Preservation Commission continues to partner with the Hilltop Campus Village, Downtown Partnership, Gold Coast-Hamburg Historic District Association Davenport Public Library, and the Village of East Davenport.

240 of 8000 characters

11.

Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A. *

N/A

3 of 8000 characters

12. Does your commission have a website? *

- ☒ Yes
☐ No

portalid=0401450&pageid=7274112

The City also created an interactive map with all of its historic resources:
<https://davenportiowa.maps.arcgis.com/apps/webappviewer/index.html?id=8ee7347728184fa1999dd5d7cf8819b1>

365 of 6000 characters

13. Does your commission have a Facebook page? *

- ☐ Yes
☒ No

14.

List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). *

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

The Historic Preservation Commission schedules meetings for the second Tuesday of each month. In 2022, the Commission met on the following dates:

1. January 11, 2022
2. February 8, 2022
3. March 8, 2022
4. April 12, 2022
5. May 10, 2022
6. June 14, 2022
7. July 12, 2022
8. August 9, 2022
9. September 12, 2022
10. October 11, 2022

*The November and December meetings were cancelled due to a lack of business.

424 of 8000 characters

Commission's annual budget?

The City of Davenport did not create a specific budget for the Historic Preservation Commission. However, City Council will allocate funds to pay for conferences and trainings for Commissioners and staff.

In addition, the Commission did provide funds to hire a local historian to provide walking tours of the downtown throughout the summer.

343 of 6000 characters

16. Where are your official CLG files located? *

Certified Local Government files must be stored at city hall (for city commissions) or the county courthouse (for county commissions).

City of Davenport - City Hall
Community and Economic Development Department
226 West 4th Street
Davenport, Iowa 52801
Planning@davenportiowa.com
(563) 888-2221

164 of 6000 characters

17.

Please list the names of the Historic Preservation Commissioners who served during this calendar year. *

1. Bob McGivern
2. Diane Franken
3. Christine Powers
4. Julie Sage
5. Karen Miranda
6. Kevin Lesthaeghe
7. John Higgins
8. Michael Hustedde

146 of 6000 characters

18.

Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan? *

The Historic Preservation Commission continued to provide technical assistance to historic property owners by reviewing a total of fifteen Certificate of Appropriateness Applications and one demolition request in 2022.

Davenport's Commission had two vacancies going in 2022. The entire seven member board was filled by the end of the year. The Commissioners quickly adjusted to their new roles and brought forth valuable experience and expertise.

The Commission prioritized public education and community outreach in 2022. The Commission attended Party in the Park and partnered with the Library on historic educational programming. Davenport intends to continue this momentum in 2023.

Davenport representatives attended the National Alliance of Preservation Commissions-CAMP Workshop on April 30, 2022. The virtual option allowed all Commissioners to attend sessions.

1203 of 6000 characters

19.

Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2023. Please attach your work plan to your annual report. *

Davenport Historic Preservation Commission Work Plan 2023-
2024.pdf (610KB)



20. Please update contact information about your 2023 Chief Elected Official. *

Note: This is beginning January 2023. Please provide the information for the Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees.

First and Last
Name

Mailing Address

Phone Number

Email Address

Mike Matson

226 West 4th Str



563-326-7701

mike.matson@d



Preservation Commission. *

This is a local government staff member and is required. Electronic and mailed communication is sent to the staff person and chair of the commission who will forward to the rest of the commission members.


First and Last Name	Job Title	Mailing Address	Phone Number	Email Address	
Laura Berkl	Developm	1200 E 46th	563-888-355	laura.berkley	
Matt Werde	Planner II	1200 E 46th	563-888-222	matt.werderit	

+ Add a row

22.

Please complete the following and provide contact information about your 2023 Chairperson/Commissioner. *

Note: Electronic and mailed communication will be sent to the staff person for the commission and the chair who will forward the information to the rest of the commission members.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address	
Bob McGiv		563-340-394		bob@mcgivr	

+ Add a row

22.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A. *

N/A

3 of 200 characters

22.2. Specify the month, day, and year that the commissioner's term will end. *


06/30/2024

22.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? *

Please complete the following and provide information about your 2023 Vice Chairperson/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Diane Fran		563-271-457		defranken@ 

+ Add a row

23.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

N/A

3 of 6000 characters

23.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2025

23.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? *

- ☐ Yes
☒ No

24.

Please complete the following and provide information about your 2023 Secretary/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
---------------------	-----------------	-------------------	-------------------	---------------

24.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

3 of 6000 characters

24.2. Specify the month, day, and year that the commissioner's term will end.

mm/dd/yyyy

24.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

☒ Yes


☐ No

[Clear Answer](#)

25.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Christine P		563-445-122		natur soul3@ 

+ Add a row

25.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

3 of 6000 characters

25.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

☐ Yes☒ No[Clear Answer](#)

26.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
06/30/2023		563-359-800		klesthaeghe@
+ Add a row				

26.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

3 of 6000 characters

26.2. Specify the month, day, and year that the commissioner's term will end.

26.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

☐ Yes☒ No[Clear Answer](#)

27.

Please complete the following and provide information about your 2023 Commissioner.

Julie Sage

563-343-017

juls1775@a



+ Add a row

27.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

3 of 6000 characters

27.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2023

27.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

☐ Yes☒ No[Clear Answer](#)

28.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last
Name

Mailing Address

Home Phone
NumberWork Phone
Number

Email Address

Karen Mira

563-676-252

karenlm60@



+ Add a row

28.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

3 of 6000 characters

28.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2024

28.3.**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**☐ Yes☒ No[Clear Answer](#)**29.****Please complete the following and provide information about your 2023 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Michael Hu		563-323-650		husteddemic

[+ Add a row](#)**29.1.****If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.***

N/A

29.2. Specify the month, day, and year that the commissioner's term will end.*

mm/dd/yyyy

06/30/2025

29.3.**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?***☐ yes☒ no

Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
John Higgin				higginsbene@

+ Add a row

30.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.*

N/A

30.2. Specify the month, day, and year that the commissioner's term will end.

MM/DD/YYYY

06/30/2023

30.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?*

☐ yes

☒ no

[Clear Answer](#)

31.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address

+ Add a row

form to use for this can be found in the "Attachments" section. You will need to upload in both locations.

<https://drive.google.com/file/d/1GDBtPLv2an2sXho54yJfZRT13bwL4RFZ/view>

 Choose a file

33.


Does your commission have any vacancies? If so, how many? If you have no vacancies, enter N/A. *

The Commission currently has one vacancy.

41 of 6000 characters

34. **Please complete the Commission Training Table. ***

An important requirement of the Certified Local Government program is annual state-sponsored (such as the Preserve Iowa Summit) or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Names of Attendees
CAMP Wo	NAPC	Virtual Atten	April 30, 2	McGivern, Fr 

+ Add a row

35.

Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names. *

Please note this must be completed. If no one attended, enter none.

Now is also a good time to start planning to attend the 2023 Preserve Iowa Summit in Sioux City June 1-3, 2023.

None.

5 of 6000 characters

The form can be downloaded from here: <https://drive.google.com/file/d/1Uc4nXinEjVfvoUWn3A5czCeim2m-XC/view?usp=sharing>

This question is required.

 Choose a file

37. Suggestions for improvement. *

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

Davenport's Historic Preservation Commission is looking for technical expertise from SHPO when reviewing complex Certificate of Appropriateness Applications.

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38.

What training topics would be most helpful for your Historic Preservation Commission? *

We will use this information to help design the CLG Round Table at the Preserve Iowa Summit and potentially other training opportunities throughout 2023.

Preservation briefs on complex topics such as windows or masonry will be valuable to Commissioners in their review of applications.

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The Power of Preservation

As the state's coordinator of local historic preservation programs, I appreciate your interest in historic preservation and the Certified Local Government Program. So much of what we are able to accomplish in preservation in Iowa happens at the local level—because of local interest, local passion and hard work by committed individuals.

The National Trust for Historic Preservation has a slogan “This Place Matters” that succinctly expresses what historic preservation is about. It is about preserving a community's unique history and character. Preserving this special “personality of place” enriches our own lives but is also something we can pass along to future generations with pride.

I and the rest of the staff of the State Historic Preservation Office are committed to helping you achieve your local preservation goals. The Certified Local Government (CLG) Program is a tool developed especially for local governments that want to use historic preservation as an economic development tool and as a way to improve their community's quality of life. I invite you to explore this guide to the CLG program and please contact me if you have questions or need more information. I look forward to hearing from you.

Paula Mohr
Architectural Historian and Certified Local Governments Coordinator
(515) 281-6826
Paula.mohr@iowa.gov

Frequently Asked Questions

What is a local historic preservation program?

A local historic preservation program is established when an Iowa city passes a historic preservation ordinance or an Iowa county passes a historic preservation resolution. The purpose of a preservation program is to identify, recognize and protect buildings, structures, objects, sites and districts that have demonstrated historic importance on a local, regional, state, national or even international level. The historic preservation program is developed and administered by an unpaid, volunteer, citizen commission, the historic preservation commission.

What is the difference between a historic preservation commission and a historical or heritage organization?

The historic preservation commission should not be confused with local historical societies, even though both may receive funding from the city or county and have some of the same interests. While the historical society may operate out of a historic property and be responsible for its care, its primary mission is typically the preservation of records (letters, photographs, and other documents) and objects, ranging from salt shakers to farm equipment. Usually the historical society is a private, not-for-profit corporation or organization with voluntary, dues paying members. The historical society operates under their articles of incorporation and bylaws, the members determines the direction of the organization.

In contrast, the historic preservation commission deals exclusively with the built environment. As administrators of the city or county historic preservation program, the historic preservation commission seeks to locate and document the significance of a wide range of buildings and structures from modest workers' bungalows to factories or impressive county courthouses, from railroad switching towers to dredges on the Mississippi River. Parks, roads, sculpture, and prehistoric and historic archaeological sites are of interest to the historic preservation commission.

The historic preservation commission is a governmental body, comparable to other city and county boards and commissions, receiving staff support and having an annual budget. The commissioners are appointed by the mayor and city council or the board of supervisors.

The historic preservation commission uses the historic preservation ordinance or resolution, directives from elected officials and residents, city and county comprehensive plans, and their by-laws to guide their operation and determine their goals and activities.

Most of Iowa's historic preservation commissions are advisory bodies to their elected officials. However, in a number of cities, the historic preservation commission has regulatory authority

and reviews proposed changes to **locally** designated historic landmarks (single properties) or to buildings and other improvements within **locally** designated historic districts.

What is the Certified Local Government (CLG) Program?

In 1966, the National Historic Preservation Act (NHPA) established a nationwide program to encourage preservation and wise use of our historic resources. The NHPA established national historic preservation policy, the National Register of Historic Places, and State Historic Preservation Offices (SHPOs) and defined the states' role in the national preservation effort.

The Act has been amended several times and it was an amendment made in 1980 that created the Certified Local Government program. This program was established to add a third and critical partner at the local level by encouraging local governments to undertake local historic preservation efforts. This formal

partnership between federal, state and local government is known as the Certified Local Government program.

The National Park Service, Department of the Interior, administers the federal government's historic preservation program. At the state level, Iowa's State Historic Preservation program is administered through the State Historic Preservation Office of Iowa, (State Historical Society of Iowa), Iowa Department of Cultural Affairs. The local partner is the certified city or county government.

What is the purpose of the Certified Local Government program?

The program has four primary purposes:

1. Encourage historic preservation at the local level.
2. Encourage local governments to follow the Secretary of the Interior's Standards & Guidelines for Archaeology and Historic Preservation in developing and administering their local historic preservation programs.
3. Provide technical assistance through the state's historic preservation office to cities and counties participating in the Certified Local Government Program
4. Provide participating cities and counties with funding to underwrite various historic preservation activities.

Why should a local government have a local historic preservation program that is "certified"?

Across the nation, communities are using historic preservation as a springboard for economic revitalization and refueling community pride. They have discovered the benefits of an effective historic preservation program that can instill pride in the architectural and historical character of a community, bringing into focus its unique and distinguishing qualities. Preservation can stabilize and enhance property values and property tax revenues. Historic preservation has also been credited with encouraging investment and revitalization, attracting business and industry and creating new jobs. Preserving a community's cultural heritage provides attractions for visitors and tourists and improves a community's quality of life for the people who live there.

In Iowa, over 100 cities and counties are using historic preservation as a tool for community survival, stabilization and development. Often the local historic preservation commission works in partnership with the local Main Street organization. In addition, some cities have utilized historic preservation incentive and grant programs to revitalize older neighborhoods and downtowns.

Historic preservation efforts are readily combined with tourism combining history with promotional materials to introduce visitors to their historic sites. Other communities like Fort Atkinson are focusing on their historic archaeological sites as part of heritage tourism efforts. Adams, Clinton, Henry, Linn and Shelby counties have undertaken survey, evaluation and National Register nomination projects that focused on their ethnic traditions and incorporated the materials into heritage tourism programs.

Many of these preservation efforts were funded with Certified Local Government program grants. This is a National Park Service grant program, administered by the State Historic Preservation Office. These grants support the work of the historic preservation commissions of certified local governments and are awarded yearly during a competitive grant process. These grants do not require cash match. Local governments can use volunteer hours and other in-kind donations as match. In twenty years of historic preservation activity, Iowa CLG local governments have utilized over \$1,000,000.00 in federal grant monies to fund more than 200 projects across the state. These projects have leveraged major returns to cities and counties in terms of rehabilitation projects, downtown and neighborhood revitalization generating tourism dollars, jobs and tax revenues.

Is there guidance for a local preservation program?

The Certified Local Government program is based on the use of common goals, standards and guidelines when undertaking historic preservation efforts at the federal, state and local levels.

These common goals, standards and guidelines are located in the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation. These "SOI Standards" as they are often referred to are one of the foundation documents for the Certified Local Government program.

It is also important to know that if you need help understanding the CLG program or have questions about historic preservation at the local level, you can call the CLG Coordinator whose job it is to support your work. Paula Mohr can be reached at (515) 281-6826; paula.mohr@iowa.gov

How does a city or county obtain certification for its existing historic preservation program?

If a city or county has an established historic preservation program, this is what needs to be done apply to participate in the CLG program and receive CLG status or get the historic preservation program certified:

1. The historic preservation ordinance or resolution must be amended so that it incorporates national and state preservation goals and standards in its purpose, in its definitions, in the qualifications for commissioners, and in the powers delegated to the commission. Sections of the ordinance or resolution that do not comply with these goals and standards will have to be revised or removed.
2. The city or county must demonstrate that historic preservation commissioners meet the qualification requirements by submitting signed biographical sketches of all commission members.
3. The city or county must demonstrate that it has an identification (survey, evaluation and registration) process in place that is compatible with that of the State Historic Preservation Office. Submitting the city or county's property inventory does this.
4. The city or county must demonstrate that it has a preservation plan in place that meets the national and state program standards. Submitting a copy of the city or county's historic preservation plan can do this.
5. The City/County signs a CLG Agreement (28E Agreement) with the State of Iowa, agreeing to develop and administer its local historic preservation program so that it complies with national and state preservation goals and standards.
6. Secures the approval of the National Park Service that the local historic preservation program meets CLG standards.

How does a city or county set up a historic preservation program and get it "certified"?

In Iowa, the state local governments/certified local government coordinator will assist local governments in setting up local historic preservation programs that meet CLG requirements and will process the local government's application for CLG status. The National Park Service reviews and gives final approval on the application.

What does it cost to participate in the CLG program?

If a local government is willing to pass an ordinance or resolution to establish a historic preservation program, then it should be willing to provide fiscal, personnel and material support as well.

The local government should assign a paid staff member to assist the historic preservation commission. In Iowa, staff to historic preservation commissions spend a minimum of ten and twenty percent of their work time, assisting the historic preservation commission. Generally, staff perform the following for the commission: 1) receive commission mail and distribute it to commission members; 2) serve as the recording secretary for the commission to insure compliance with Iowa Code Chapter 21 requirements regarding open meetings; 3) assist the commission in preparing the annual report; and 4) handle the administrative aspect

of designation and design review (if applicable). If the commission obtains outside funding, the local government will need to allocate staff time for accounting and record keeping.

Material support of the commission includes: 1) providing meeting space; 2) filing space (required in order to comply with Iowa Code Chapter 22); 3) basic supplies (letterhead stationary, file folders, etc.), postage, printing/photocopying, use of a telephone; 4) access to a city or county vehicle for conducting projects or attending historic preservation training sessions, and 5) provide cash or soft match for grant projects. In addition, it is recommended that if the city or county maintains a website, that technical support be available to create and maintain a public website for the historic preservation commission.

A minimum yearly budget allocation of \$750.00 is required; however, the range of annual allocations to historic preservation commissions by Iowa cities and counties can be as high as \$10,000 a year. Typical line items in a historic preservation commission's budget are 1) travel expenses (registration, mileage, food and lodging) to attend historic preservation training sessions (there is an annual training requirement in the CLG program); 2) cost of publications and periodicals for their reference library; 3) cash and/or in-kind match for grant projects; 4) public education and technical assistance expense, this might include awards and workshops during Historic Preservation Month in May or educational sessions for contractors and property owners on rehabilitation techniques, 5) membership dues in the Preservation Iowa, National Alliance of Preservation Commissions and National Trust for Historic Preservation. For county historic preservation commissions, we recommend providing mileage to facilitate meeting attendance.

What are the advantages of CLG participation?

Cities and counties that participate in the CLG program position themselves to make good use of their public and private capital improvements. In Iowa, the bulk of housing stock, commercial buildings, factories, and agricultural buildings is over 50 years old. While not all of these buildings are significant historic properties, those that are should be preserved, protected and used. The certified local historic preservation program encourages a local government, its residents and property owners to locate significant historic properties and then take appropriate action to insure that these properties are managed, protected and used.

For the local government, this keeps the improvements on the tax rolls as well as opening the possibility of increased tax revenues, resulting from improvement and use. Historic preservation is an integral part of smart, sustainable development. Historic properties often are of unique design and made of high quality materials that no longer are readily available. Demolition of the property removes the improvement from the lot and places the materials in the landfill—which can be costly. Rehabilitation of historic properties generates local jobs and sales, whereas new construction tends to pull revenues out of communities. Continued use of a historic property keeps residents in older neighborhoods and activity in historic downtowns. Adaptive use, which refers to using a historic building for a function different than the original one, can revitalize commercial, industrial, residential and rural areas with new occupants and new activities.

The CLG grant program provides financial assistance for historic preservation projects. CLG grant money can be used for start-up projects, called Planning for Preservation, which allow newly certified preservation commissions to work closely with a preservation specialist and learn about the historic properties in their jurisdiction, major themes/historic contexts in local history, resources and people in the state and their community which they can use, as well as develop a plan for future activity. CLG grants can also be used for planning, for survey and evaluation, preparing National Register of Historic Places nominations, developing a system for designating local landmarks and districts, drafting local legislation and procedures to protect properties, and public education projects. The grants cannot be used for actual rehabilitation nor can they be used to purchase equipment. Community Development Block Grants (CDBG) can be used as match for CLG grants. In short the purpose of the CLG grant program is to assist cities and counties in their historic preservation efforts.

Serving the historic preservation needs of Iowa's CLG cities and counties is a top priority in the State Historic Preservation Office. When a city or county achieves CLG status, the CLG program coordinator goes to that community and does an orientation session for the historic preservation commission, local officials, staff and the interested public. The CLG coordinator and other preservation staff are available for consultation, help facilitating issues, or perform other services related to the local historic preservation program. Another service to CLG communities is research services on historic preservation issues and questions. During the year, the State Historic Preservation Office schedules historic preservation training workshops for commissioners, elected officials, governmental staff and the general public. In addition, the State Historic Preservation Office encourages and assists CLGs and their residents to take advantage of state and federal incentive programs. Finally, the office sponsors an annual Preserve Iowa Summit which is an opportunity for CLGs to receive annual training.

What are the advantages of National Register listing?

Savvy cities and counties in the CLG program use and encourage use of the National Register and these incentives to further their preservation objectives in their communities. Local governments in the CLG program are encouraged to nominate properties to the National Register of Historic Places. National Register listing places a property on a nationwide honor roll. Listing does not infringe on property owner's rights, however, to keep a property on the National Register, a property owner will need to maintain those elements that contribute to the property's significance. Thus, if a property were listed because of landscape features, the property owner would want to maintain those landscape features. If a property were significant because of architectural design, the property owner would want to maintain that design.

There are various state and federal incentives to encourage persons to rehabilitate and maintain National Register listed properties. These include:

- Historical Resource Development Program Grants (HRDP)
- Certified Local Government Grants State Historic Tax Credits
- Federal Historic Tax Credits Historic Property Tax Exemption

Visit iowaculture.gov for more information about these programs and use of the grant programs for rehabilitation projects.

National Register listing does protect a property with respect to federally assisted undertakings. Federal undertakings are activities or projects by federal agencies such as the Federal Highway Administration, the Environmental Protection Agency, the Corps of Engineers; or which involve federal funds or require federal licensing or approval. National Register listing or National Register eligibility means that an assessment must be made before the project can proceed and if the project will affect the National Register listed or eligible property, then alternative designs have to be considered.

Applying for Certified Local Government Status

How does a local government become a CLG?

Before a city or county can participate in the "Certified Local Government Program," it must have a municipal or county historic preservation program that meets the CLG program standards for certification. To establish such a program, a city or county must take the following steps:

1. Pass a historic preservation ordinance for a city historic preservation program or a historic preservation resolution for a county historic preservation program. In the case of cities, the historic preservation ordinance is passed by the city council. For counties, the Board of Supervisors needs to pass the historic preservation resolution.

The Sample CLG Application Packet in the Appendices contains examples of an ordinance and a resolution. The sample ordinance and resolution contain all of the sections needed to comply with federal and state CLG requirements and for a workable piece of legislation. For CLG status and participation, the ordinance or resolution must give the commission the powers specified in the samples. Please note that the sample ordinance and resolution do not give commissions any regulatory authority.

There is some flexibility in the wording of a local government's ordinance/resolution in the sections dealing with commission size and terms of office. However, when preparing your city's ordinance or county's resolution, please try to adhere to the wording of the samples. Each section meets a particular function. The purpose spells out the function of the program and is written broadly so that the historic preservation commission can operate in a wide range of activities. If an action of the historic preservation commission and the local government is ever challenged, the court will examine the purpose to determine if the action fell within the scope of the purpose. The definitions provide linkage to both the state and federal preservation programs. If you revise the language, please send it to the CLG Coordinator for review before your elected officials formally adopt it.

The Commission structure and qualifications must meet both federal and state requirements. The qualifications are designed to insure that persons serving on the commission are willing to put in the required time; to obtain historic preservation training; and to fulfill the advocacy role required of the historic preservation commission. In addition, the qualifications encourage cities and counties to seek individuals with professional expertise so that the commission is up to speed on all preservation activities and responsibilities. The professional qualifications are particularly important if a commission has quasi-judicial responsibilities as they insure that designation and design review is being undertaken by knowledgeable individuals and their findings and decisions will be based on the application of the appropriate standards and guidelines. Having professional expertise on a commission as well as a trained commission helps insure that the commission's operations are procedurally correct and decisions are based on fact.

The powers of the commission must meet federal program requirements. The powers encompass all of the activities that a commission must undertake to insure a viable local historic preservation program: identification, evaluation and registration to officially recognize historic properties and designation, acquisition, education and consultation to insure that historic properties continue to contribute to the community through use, maintenance, and protection. Elimination of any powers would cripple the operation of the commission and undermine the local historic preservation program. The additional powers, requiring consent of the city council or the board of supervisors, allow the commission to undertake a variety of specific tasks such as grant projects, temporarily holding property, and most importantly advising local governmental officials and staff on appropriate courses of action in historic preservation matters. Finally, historic preservation ordinances and resolutions must be malleable in order to meet changing conditions and circumstances.

Consequently, clauses for revision or amendment as well as provision for revocation should be included.

Generally, new historic preservation commissions are not familiar with historic preservation and the range of activities encompassed in a local historic preservation program. For this reason, the Iowa CLG Program recommends that cities and counties initially establish historic preservation commissions with advisory authority. This will give the commission, local officials, staff, and the community at large an opportunity to become familiar with the different components of a local historic preservation program. The community can see how the program works and become comfortable with the notion of assuming local responsibility for the maintenance and protection of local historic properties through local designation and design review or other means.

Consequently, the sample resolution and ordinance create a historic preservation commission with advisory authority only. For example, in terms of the creation of local historic landmarks or districts, the commission can only recommend that the county or city designate historic landmarks and districts however the ordinance and resolution lack sections outlining the procedure for designation. If the owner of a historic property wishes to alter his building, he may consult with the historic preservation commission. The commission may review, comment and recommend but does not have the authority to require the property owner to follow their recommendations.

Local Designation and Design Review: Under Section 303.20 through 303.34 of the Code of Iowa, the local government may choose to give its historic preservation commission regulatory authority. This authority will involve two kinds of activity. The first is designation, placing a landmark or district on the local governmental register of historic places. Second, the commission is given the authority to review and render a decision certifying the appropriateness of proposed alterations to the exteriors, visible from public right-of-ways, of designated historic properties.

The significance criteria, used to determine if a building, structure, object, site and/or district qualifies for local designation, should be consistent with the National Register of Historic Places significance and integrity criteria as well as the Code of Iowa Section 303.20 (1) a-f. Iowa CLG Program policy is that locally designated properties also must be eligible for or listed on the National Register of Historic Places to insure administrative consistency, support of national case law and allow due process for the owner(s).

This review process for the exterior alteration of historic properties is commonly referred to as "design review." The commission will do regulatory review of changes only to designated local historic landmarks and changes to properties within locally designated historic districts. Generally, National Register-eligible and listed properties (landmarks and districts) must be locally designated before they are subject to the commission's review. However, some Iowa commissions have been given the authority in their local historic preservation ordinances to review these properties or properties in special zoning districts such as demolition districts or conservation districts.

Changes to the exteriors of landmarks and districts can include changes to outbuildings and the surrounding grounds. Alterations that are subject to review may include changes to or installation of walkways, fences, retaining walls, driveways, parking lots, exterior lighting.

Reviewable changes also include moving, construction of additions, and/or demolition of primary buildings and/or outbuildings, structures, objects and sites; as well as rehabilitation, replacement, restoration or reconstruction of the primary building and/or outbuildings, structures, objects and sites. Iowa Code does not allow for the regulatory review of the interiors of historic buildings.

If the commission approves the proposed changes, a certificate of appropriateness is issued. The criteria used by a commission to review proposed alteration of locally designated buildings, structures, sites, objects and districts shall be clearly set forth in the local ordinance, and shall be as consistent as possible, with the Secretary of the Interior's Standards and Guidelines for the Treatment of Historic Properties.

2. The local government appoints members to the commission. Cities are required by the Code of Iowa to have a minimum of three persons on their historic preservation commissions; counties

must have a minimum of five persons. The appointment process should involve the public through public notices and meetings announcing the formation of the commission; so interested citizens have an opportunity to apply. Applicants should complete forms describing their involvement in history and historic preservation and certifying to their commitment to historic preservation.

Ideally, the historic preservation commission should be a mix of lay persons and historic preservation professionals. All commission members should have a demonstrated, positive interest in historic preservation. Federal CLG requirements call for a minimum of two preservation professionals and suggest these should be an architect and architectural historian. Historic preservation professionals are persons who meet the Secretary of the Interior's Professional Qualification Standards. The Standards call for an advanced degree (M.A. or Ph.D.) and professional, work experience in one of the following fields: history, architectural history, prehistoric or historic archaeology or licensed/certified architects with training/experience in historical architecture rehabilitation. In addition, individuals with degrees and work experience in urban or rural planning, American Studies, American Civilization, Cultural Geography, or Cultural Anthropology, Folklore, Cultural Anthropology, Curation, (building) Conservation, and landscape architecture are also recognized as preservation professionals, although Professional Qualification Standards have yet to be promulgated. Finally, for municipal historic preservation commissions, the Code of Iowa (Section 303.34 et seq.) states that members of the commission shall be appointed with due regard to proper representation of residents and property owners of the city and their relevant fields of knowledge including but not limited to history, urban planning, architecture, archeology, law, and sociology.

To determine if an individual qualifies as a Preservation Professional, consult the Secretary of the Interior's Professional Qualification Standards and Iowa Historic Preservation Office staff. The State Preservation Office must certify that a commissioner meets the Professional Qualification Standards if that commissioner wishes to operate as a professional while serving on the commission.

In Iowa, historic preservation professionals are rare outside of the larger metropolitan areas and university communities. We suggest looking for individuals in the community who are interested in historic preservation and are willing to put in the time required for training, commission meetings, and working on projects. Potential candidates for slots on the historic preservation commission are owners of National Register listed properties; persons involved in community development through the chamber, economic development or Main Street programs. If they have the time, teachers, attorneys, bankers, and realtors can be useful members.

Be sure that commission members are present in the community for most of the year, are able to attend evening events and/or out-of-town training sessions. An active commission member of an advisory commission probably spends an average of eight hours a month on historic preservation work (meetings, work on projects, etc.).

Each applicant for a commission position must provide the local government with a signed biographical sketch. The biographical sketches must contain information about education, training, employment, particularly if the applicant worked in historic preservation, and a summary of the applicant's involvement in historic preservation. The local government needs to maintain a file of commissioner information. Sample biographical sketches for preservation professional and individuals without professional training in historic preservation are located in the appendices of this manual.

- a) In addition to the biographical sketches, a completed Table of Commission Information (see Appendices) should be attached to the CLG application. The Table will identify the Commission Chairperson, Vice Chair, Secretary, Treasurer, and the local government staff person and/or contact who will serve as the liaison between the commission and the state.

Once the local government has appointed commission members, the members are an official historic preservation commission. At their first meeting, the commission should elect officers (chairperson or president and secretary/treasurer). If the local government wishes to apply for CLG status, then typically, the commission is charged with creating a historic property inventory and a preservation plan. In addition, we

require that one member, typically the Chair or Secretary, and a staff contact be appointed to serve as liaisons with the SHPO.

A local government may be certified without the minimum number or types of disciplines, if it can demonstrate in writing that it has made a reasonable effort to fill those positions. The sample application contains a disclaimer letter which should be submitted if the local government is unable to secure preservation professionals for commission membership.

When a discipline is not represented in the commission's membership, the commission shall be required to seek expertise in this area when considering National Register nominations and other actions that will affect properties which are normally evaluated by a professional in the discipline. This expertise may be gained through the hiring of a consultant or by other means that the SHPO determines appropriate. Additional expertise may be obtained by consulting the SHPO, a professional affiliated with another CLG historic preservation commission, or a historic preservation consultant on an as-needed basis for conducting specific activities (this is a CLG grant-eligible activity). The credentials of preservation professionals serving on the commission must be reviewed and approved by the SHPO.

This requirement may seem stringent since few Iowa cities and counties have the full complement of active preservation professionals living within their boundaries. However, there are reasons for this stipulation. Experienced historic preservation professionals can help a newly formed commission understand the range of activities it is to perform and provide training. In addition, professionals on a commission enhance its ability to review and comment on projects. Finally, if the commission performs quasi-judicial review, preservation professionals provide the commission with the expertise needed to prepare local nominations and undertake design review.

The SHPO shall make available historic preservation orientation materials and training to all local commissions. The orientation and training shall be designed to provide a working knowledge of the roles and operations of federal, state, and local preservation programs. This orientation can be accomplished by commission members' attendance in SHPO-approved historic preservation related conferences and workshops, by SHPO staff training sessions, or by the SHPO's distribution of training materials to commissions.

3. Create a preliminary Inventory of Historic Properties. A historic property inventory is a file that contains information about historically significant sites, buildings, structures, objects and districts and survey-evaluation reports, National Register and local designation nominations, and other data pertaining to the built environment and history of a city or county.

For the CLG application packet, the historic preservation commission will prepare a list of properties in the city or county which the commission feels merit survey, evaluation and possible registry on a local system of designation and/or the National Register of Historic Places. The list may include locally significant historic properties that are endangered by development, changes in the use of property, or neglect. The list should include properties that currently are listed on the National Register of Historic Places. For each property on the list, please provide the name of the property, e.g., Aven Blythe House or Westport Creamery and the street address or legal definition section, township, range). Also for each property on the list, there should be a brief statement of the significance of each property or district and the historic context that it represents.

This is a preliminary inventory not a definitive or exhaustive one. Preparing the list allows the commission to plumb its knowledge of local prehistory and history and the existing historic properties that reflect it. It also gives the commission an opportunity to become familiar with their jurisdiction and the properties within it. The Sample CLG Application Packet contains an example of a historic properties inventory.

4. Create a Historic Preservation Plan if the city or county has developed a historic preservation component for its comprehensive land use plan, this should be submitted as part of the application.

If the city or county does not have a historic preservation component in its plan, then the commission must prepare and submit a historic preservation plan in the form of an action plan. The plan must contain the following:

- A proposed schedule for identification (survey), evaluation and registration activities in order to identify and recognize the city/county's historic properties.
- A proposed schedule for developing management and protective measures to insure that historic properties are maintained and used properly.
- A proposed schedule for training the historic preservation commission and for developing an educational program for the city/county to inform officials and residents about the local historic preservation program, historic properties, and appropriate historic preservation practices.
- Commission meeting place, dates, and time for the next 12 months;
- Name and address of the repository where commission records, including the historic property inventory, will be housed.

The action plan can be long-term, e.g., five years, or for a shorter period, e.g., a year. Remember the plan can be modified once the commission has been operating and becomes more familiar with their mission and responsibilities. The plan should be designed as a guide to the commission during its first year in existence. See the Appendices for an example of a plan, however, the commission is strongly encouraged to develop a plan that is tailored to local needs and priorities.

5. When applying for CLG status, the commission assembles the following application packet, consisting of:

- A letter from the chief elected official (mayor or chairman, board of supervisors) requesting Certified Local Government status. The letter must be on official stationery and directed to Paula Mohr, CLG Coordinator, State Historical Society of Iowa;
- A copy of the historic preservation ordinance or resolution;
- A list of commission members with their names, addresses, phone numbers (business and home), fax number, email address (business or home), terms of appointment (e.g., July 1, 2015 to July 1, 2018);
- The names of the Commission's Chairperson, Vice Chair, and Secretary;
- The name of the individual who will serve as the Contact. The contact and the staff liaison receive all of the commission's mail and email from the SHPO and National Park Service. The contact and staff liaison are responsible for sharing that information with the full commission in a timely fashion.
- Copies of the application information (signed biographical sketches) that the commissioners submitted to the local government when they were applying for positions on the commission;
- If there are no preservation professionals on the commission, the chief elected official should send a disclaimer letter, addressed to Paula Mohr;
- A copy of the historic property inventory;
- A copy of the commission's historic preservation plan.

The packet is sent to the CLG coordinator at the State Historical Society of Iowa:

Paula A. Mohr
State Historical Society of Iowa
600 East Locust Street
Des Moines, Iowa 50319-0290

If the application packet is complete and meets the requirements of the CLG program, the CLG coordinator will send the elected official three copies of a Certification Agreement (see Appendices). This is an agreement between the local government and the state. It outlines the local government/commission responsibilities as a participant in the CLG program.

6. The chief elected official of the local government signs all copies of the CLG Agreement with the State. Upon receipt of the signed copies, the CLG coordinator forwards them to the SHPO for execution.

7. The CLG application is then sent to the National Park Service for review and certification.

Normally, this is granted within 30 days from receipt of the request.

8. National Park Service sends certification notice. The National Park Service will send a letter to the chief elected official and the chair notifying the local government they are certified. That letter should be kept in the commission's file.

Iowa Certified Local Government Program Requirements

State law, Code of Iowa, 303.26 and 303.34, describes the qualifications, terms, number and other stipulations for city, county, and land use district historic preservation commissions.

Because there are some differences, each is discussed separately.

City Historic Preservation Commissions:

1. Must be established by ordinance, this can be part of the city historic preservation ordinance.
2. The Mayor appoints individuals to the Commission.
3. Commissioners must either reside in the city or own property located in the city.
4. Member appointments must be made with due regard to representation in the city and member qualification as mentioned herein.
5. City commissions shall have no fewer than three (3) members.
6. Terms of office shall be staggered and for a minimum of two year duration.
7. Cities over 50,000 shall not appoint more than one-third of the commission members who are members of a city zoning organization.
8. For commissions with regulatory authority, there shall be the appointment of at least one resident from each designated district.

Code of Iowa, 303.34

Counties and townships (unincorporated areas). The governing body in an unincorporated area may apply for CLG status without a historic preservation ordinance, as long as it does not designate a historic district. The chief elected official(s) must designate a historic preservation commission to oversee specified historic preservation matters in the government's jurisdiction. This is accomplished by passage of an historic preservation resolution. The resolution specifies the powers and duties of the commission, as well as the qualifications of its members. Be advised that if an unincorporated area chooses to designate a local historic district, then it must follow the Code of Iowa, 303.26, procedures in establishing a commission.

Each participating Iowa city or county shall decide on the numerical limit of terms for the commission members.

If the historic preservation commission is given regulatory authority, then design decisions by the commission must be binding and the ordinance shall have a specific provision for enforcing decisions.

The commission must meet at least 3 times yearly.

Commissioner training, all new historic preservation commissions shall undergo an orientation or training in historic preservation upon appointment to the commission. Newly appointed commission members are encouraged to participate in a historic preservation orientation session. These may be arranged through the CLG Coordinator. Commissions with quasi-judicial authority (who designate local historic properties and issue certificates of appropriateness) and their staff will undertake specialized training in design review and the Secretary of the Interior's Treatments for Historic Properties every two years.

If a City or County wishes to have the privilege of administrative review, then it must have a staff person to the commission who meets the following requirements:

1. Secretary of the Interior's Professional Qualification Standards in architectural history, historic architecture or preservation architecture as determined by the Iowa Historic Preservation Office and/or 2. One or more commission members either meet the Professional Qualification Standards or are certified each year by the State Historic Preservation Office in design review using the Secretary of the Interior's Treatments and Guidelines for Historic Properties.

Submission of biographical sketches should be done as commission members are considered for appointment to the historic preservation commission to insure that they meet program requirements and that their data is entered into the CLG database.

Sample Application Packet

Please note the sample materials contain instructional information. When preparing final copies of the ordinance/resolution and letters, be sure to delete this instructional information. The instructional information is in **boldface print**.

Sample Application Letter

On City or County Letterhead

Ms. Paula Mohr
CLG Coordinator
State Historical Society of Iowa
600 East Locust Street
Des Moines, Iowa 50319-0290

Re: Request for Certified Local Government Status

Dear Ms. Mohr:

In accordance with the National Historic Preservation Act of 1966, as amended, and the Certified Local Government Historic Preservation Program in Iowa, I hereby request Certified Local Government status for **(insert name of city or county)**'s historic preservation program.

Enclosed are:

1. A copy of the local historic preservation legislation **(insert ordinance if applicant is a city/ insert resolution if applicant is a county)**, including any amendments;
2. A list of locally recognized properties and districts, accompanied by brief statements on their historical significance, and street address;
3. A copy of the local preservation plan, if available, or a statement describing the long-range goals of the historic preservation commission and proposed activities to achieve the goals;
4. A list of the members of the historic preservation commission and completed biographical sketch forms for non-professional members and **resumes** for professional members;
5. A disclaimer letter regarding the absence of professionals on the commission. (include this statement and the disclaimer letter only if none of the commission members meet the Secretary of the Interior's Professional Qualifications Standards);

Submitted to demonstrate that **(insert the name of city or county)** has met the requirements for local government certification, as described in the program guidelines.

I understand that an additional requirement for certification is execution of a written certification agreement between the State of Iowa and **(insert name of city or county)** specifying the responsibilities of the local government, and that upon certification **(insert name of city or county)** will be eligible to apply for special Certified Local Government matching grants to be used for eligible local historic preservation projects.

(signature of mayor or chair. Board of Supervisors)

(Typed Name and Title)

Date

ORDINANCE

AN ORDINANCE ESTABLISHING A HISTORIC PRESERVATION COMMISSION FOR THE CITY OF _____, IOWA; PROVIDING FOR THE RECOGNITION AND PROMOTION OF HISTORIC SITES AND DEFINING POWERS AND DUTIES OF THE COMMISSION.

BE IT ORDAINED BY THE CITY COUNCIL OF _____:

Section 1: Purpose and Intent

The purpose of this ordinance is to:

- a. Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement, and perpetuation of sites and districts of historical and cultural significance;
- b. Safeguard the City's historic, aesthetic, and cultural heritage by preserving sites and districts of historic and cultural significance;
- c. Stabilize and improve property values;
- d. Foster pride in the legacy of beauty and achievements of the past;
- e. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided;
- f. Strengthen the economy of the City;
- g. Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the City.

Section 2: Definitions

- a. Commission. The **(Insert name of City)** Historic Preservation Commission, as established by this ordinance.
- b. Historic District. An area which contains a significant portion of sites including archaeological sites, buildings, structures, objects and/or other improvements which, considered as a whole, possesses integrity of location, design, setting, materials, workmanship, feeling, and association, and
 1. embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or
 2. that represents a significant and distinguishable entity whose components may lack individual distinction; or
 3. is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or
 4. possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials, or combinations thereof, which is deemed to add significantly to the value and attractiveness of properties within such area.
 5. is associated with the lives of persons significant in our past; or
 6. has yielded, or may be likely to yield, information important in prehistory or history.

- c. Historic Landmark. A site including archaeological sites, object, structure or building which,
 - 1. is associated with events that have made a significant contribution to the broad patterns of our history; or
 - 2. is associated with the lives of persons significant in our past; or
 - 3. embodies the distinctive characteristics of a type, period, or method of construction, or that represents a work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or
 - 4. has yielded, or may be likely to yield, information important in prehistory or history.

Section 3: **(Insert name of City)** Historic Preservation Commission

- a. The Commission shall initially consist of (not less than three, 3) members who shall be residents of the City.
- b. Members of the Commission shall be appointed by the Mayor with the advice and consent of the City Council. Members shall demonstrate a positive interest in historic preservation, possessing interest or expertise in architecture, architectural history, historic preservation, city planning, building rehabilitation, conservation in general or real estate.
- c. The original appointment of the members of the Commission shall be, three for two years, and two for three years, from January 1 following the year of such appointment or until their successor is appointed to serve for a term of three years.
- d. Vacancies occurring in the Commission, other than expiration of term of office, shall be only for the unexpired portion of the term of the member replaced.
- e. Members may serve for more than one term and each member shall serve until the appointment of a successor.
- f. Vacancies shall be filled by the City according to the original selection as aforesaid.
- g. Members shall serve without compensation.
- h. A simple majority of the commission shall constitute a quorum for the transaction of business.
- i. The Commission shall elect a Chairman who shall preside over all Commission meetings and elect a Secretary who shall be responsible for maintaining written records of the commission's proceedings.
- j. The Commission shall meet at least three (3) times a year

Section 4: Powers of the Commission

- a. The Commission may conduct studies for the identification and designation of historic districts and landmarks meeting the definitions established by this ordinance. The commission may proceed at its own initiative or upon a petition from any person, group, or association. The Commission shall maintain records of all studies and inventories for public use.
- b. The Commission may make a recommendation to the State Historic Preservation Office for the listing of a historic district or landmark in the National Register of Historic Places and may conduct a public hearing thereon.
- c. The Commission may investigate and recommend to the City Council the adoption of ordinances designating historic landmarks and historic districts if they qualify as defined herein; and
- d. Provide information for the purpose of historic preservation to the governing body.

- e. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.
- f. Other Powers. In addition to those duties and powers specified above, the Commission may, with City Council approval:
 - i. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.
 - ii. Acquire by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties.
 - iii. Preserve, restore, maintain and operate historic properties, under the ownership or control of the Commission.
 - iv. Lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
 - v. Contract, with the approval of the governing body, with the state or the federal government or other organizations.
 - vi. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation.

Section 5: Severability

Should any section or provision of this ordinance be decided by a court of this state to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so decided to be unconstitutional or invalid.

Section 6: Amendatory Provisions

The City may amend this ordinance to meet any unforeseen circumstances which may affect the duties and responsibilities of the Commission.

Section 7: Effective Date

This ordinance shall take effect immediately upon passage and publication as required by law.

Passed, adopted and approved this _____ day of _____ 20____.

City of _____.

Mayor

City Clerk

RESOLUTION

A RESOLUTION ESTABLISHING A HISTORIC PRESERVATION COMMISSION FOR _____ COUNTY, IOWA; PROVIDING FOR THE RECOGNITION AND PROMOTION OF HISTORIC SITES AND DEFINING POWERS AND DUTIES OF THE COMMISSION.

BE IT RESOLVED BY THE _____ COUNTY BOARD OF SUPERVISORS:

Section 1: Purpose and Intent

The purpose of this ordinance is to:

- h. Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement, and perpetuation of sites and districts of historical and cultural significance;
- i. Safeguard the City's historic, aesthetic, and cultural heritage by preserving sites and districts of historic and cultural significance;
- j. Stabilize and improve property values;
- k. Foster pride in the legacy of beauty and achievements of the past;
- l. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided;
- m. Strengthen the economy of the City;
- n. Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the City.

Section 2: Definitions

- c. Commission. The **(Insert name of county)** Historic Preservation Commission, as established by this ordinance.
- d. Historic District. An area which contains a significant portion of sites including archaeological sites, buildings, structures, objects and/or other improvements which, considered as a whole, possesses integrity of location, design, setting, materials, workmanship, feeling, and association, and
 - 7. embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or
 - 8. that represents a significant and distinguishable entity whose components may lack individual distinction; or
 - 9. is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or
 - 10. possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials, or combinations thereof, which is deemed to add significantly to the value and attractiveness of properties within such area.
 - 11. is associated with the lives of persons significant in our past; or

12. has yielded, or may be likely to yield, information important in prehistory or history.

c. Historic Landmark. A site including archaeological sites, object, structure or building which,

5. is associated with events that have made a significant contribution to the broad patterns of our history; or
6. is associated with the lives of persons significant in our past; or
7. embodies the distinctive characteristics of a type, period, or method of construction, or that represents a work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or
8. has yielded, or may be likely to yield, information important in prehistory or history.

Section 3: **(Insert name of county)** Historic Preservation Commission

- k. The Commission shall initially consist of **(Insert number, cannot be less than five, 5)** members who shall be residents of the City.
- l. Members of the Commission shall be appointed by the Mayor with the advice and consent of the City Council. Members shall demonstrate a positive interest in historic preservation, possessing interest or expertise in architecture, architectural history, historic preservation, city planning, building rehabilitation, conservation in general or real estate.
- m. The original appointment of the members of the Commission shall be, three for two years, and two for three years, from January 1 following the year of such appointment or until their successor is appointed to serve for a term of three years.
- n. Vacancies occurring in the Commission, other than expiration of term of office, shall be only for the unexpired portion of the term of the member replaced.
- o. Members may serve for more than one term and each member shall serve until the appointment of a successor.
- p. Vacancies shall be filled by the City according to the original selection as aforesaid.
- q. Members shall serve without compensation.
- r. A simple majority of the commission shall constitute a quorum for the transaction of business.
- s. The Commission shall elect a Chairman who shall preside over all Commission meetings and elect a Secretary who shall be responsible for maintaining written records of the commission's proceedings.
- t. The Commission shall meet at least three (3) times a year

Section 4: Powers of the Commission

- g. The Commission may conduct studies for the identification and designation of historic districts and landmarks meeting the definitions established by this ordinance. The commission may proceed at its own initiative or upon a petition from any person, group, or association. The Commission shall maintain records of all studies and inventories for public use.
- h. The Commission may make a recommendation to the State Historic Preservation Office for the listing of a historic district or landmark in the National Register of Historic Places and may conduct a public hearing thereon.
- i. The Commission may investigate and recommend to the City Council the adoption of ordinances designating historic landmarks and historic districts if they qualify as defined herein; and

- j. Provide information for the purpose of historic preservation to the governing body.
- k. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.
- l. Other Powers. In addition to those duties and powers specified above, the Commission may, with City Council approval:
 - i. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.
 - ii. Acquire by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties.
 - iii. Preserve, restore, maintain and operate historic properties, under the ownership or control of the Commission.
 - iv. Lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
 - v. Contract, with the approval of the governing body, with the state or the federal government or other organizations.
 - vi. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation.

Section 5: Severability

Should any section or provision of this ordinance be decided by a court of this state to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so decided to be unconstitutional or invalid.

Section 6: Amendatory Provisions

The City may amend this ordinance to meet any unforeseen circumstances which may affect the duties and responsibilities of the Commission.

Section 7: Effective Date

This ordinance shall take effect immediately upon passage and publication as required by law.

Passed, adopted and approved this _____ day of _____ 20____.

_____ County.

Chairman, Board of Supervisors

Historic Preservation Commission Information

(Name of City or County) Commission Information Historic Preservation Commissioners Year 20____, January 1, 20____, through December 30, 20____	
City or County Staff to the Commission	Full Name City/County Mailing Address Work Phone Number Home Phone Number Fax Email Address Job Title <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Chair	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Vice Chair	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Secretary	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact

Commission Member	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Member	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Member	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact
Commission Member	Full Name Mailing Address Work Phone Number Home Phone Number Mobile Phone Number Email Address Date Appointed: Date Terms Ends: <input type="checkbox"/> Please check if this individual serves as the Commission Contact

BIOGRAPHICAL SKETCH

APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr., Ms., Mrs., Dr.

Work ()/Home () Mailing ADDRESS

PHONE NUMBERS: WORK-

HOME-

MOBILE- EMAIL ADDRESS

INTEREST IN HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use the back and/or extra sheets if necessary)

EDUCATION:

EMPLOYMENT:

INTEREST:

While serving on the **(insert name of county or city)** Historic Preservation Commission, I will work to insure that the Commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.

Signature

Date

SAMPLE DISCLAIMER LETTER

(written on city or county letterhead)

Please submit a copy of this letter with the CLG application, if NONE of the historic preservation commission members meets the Secretary of the Interior's Professional Qualifications Standards.

Be sure to write the letter on official City or County stationary.

(Date)

Ms. Paula Mohr
CLG Coordinator
State Historical Society of Iowa
600 East Locust Street
Des Moines, IA 50319-0290

Re: Professional Qualifications Requirement for Historic Preservation Commissioners Dear Ms. Mohr,

We have made a diligent search of **(city/county)** for Historical Preservation Commission members and have found the individuals whose names are forwarded to your office as part of the application for Certified Local Government status. The persons selected are well versed in local history and/or individually committed to historic preservation in **(name of city or county)**.

We have not found any persons who are professionally trained in any of the historic preservation professions and who meet the Professional Qualification Standards, but we will continue our search and will add them to the commission as the opportunity presents itself.

Sincerely,

(Name and title of Mayor or Chairman, Board of Supervisors)

Establishment and maintenance of an inventory for your community's historic resources will be an important management tool for the commission. Some commissions have found it useful to create this document as an Excel spreadsheet so that it is sortable in a variety of ways. At a minimum, the inventory should include commercial buildings, notable residences, buildings of fraternal organizations and others, churches, schools, and public buildings such as post offices and libraries. Creating this inventory is typically accomplished by undertaking a systematic survey of your community. Consider establishing teams of two people who will drive up and down the streets recording information about properties of interest (typically properties 50 years or older).

Before you proceed, please contact Paula Mohr at paula.mohr@iowa.gov for examples of sample inventories. Paula can also provide you with a list of the historic properties in the state's inventory.

Smith County, Iowa

[illegible]

SAMPLE PLAN

STATEMENT OF HISTORIC PRESERVATION COMMISSION LONG TERM GOALS AND ACTIVITIES

The Happy County Historic Preservation Commission will undertake the following:

1. Obtain training for commission, officials and staff in survey, evaluation, and inventory set-up. Establish a system to encourage individuals, groups, and communities to initiate survey in their respective areas. Hold a town meeting and invite county residents to share photographs and memories of their favorite properties. Sponsor workshops to train participants in recording, research, and completing the Iowa Site Inventory Form. Initiate during the first year of commission operation.
2. Set up a system to coordinate evaluation and develop historic contexts for the county. Work with state staff to find a way to get properties evaluated. Initiate during the second and third year of commission operation.
3. Set up a property inventory. Try to get duplicate copies of inventory forms, reports, nominations and other documentation currently on file at the State Historical Society. Initiate during the second year of commission operation.
4. Have commission develop an understanding of the National Register nomination process and how to prepare a nomination so that we can assist the public or at least direct them to the right places for assistance. All commission members will attend the State sponsored, annual National Register workshop during the first year of operation.
5. Identify and try to work with persons and departments in county government as well as outside of county government with work responsibilities that effect or may effect historic properties in the county, for example the county engineer and the conservation department. Try to find ways in which the historic preservation commission can assist them so that historic properties are identified, preserved and maintained. Initiate during the first year of operation.
6. Apply for a CLG grant: planning-for-preservation grant project. Initiate during first year of operation.
7. Start developing an educational program to inform the public about historic properties in the County through of tours, pamphlets, programs and events at historic properties and training workshops in rehabilitation of historic properties. Identify partners with whom we can work on these projects. Initiate during the first year of operation.
8. The Happy County Historic Preservation Commission will meet every even month (February, April, June, August, October, December) on the 2nd Monday of the month at 6:30 pm at the Happy County Courthouse, room 222.
9. The records and files of the Happy County Historic Preservation Commission will be stored in the office of the Happy County Auditor.

CERTIFIED LOCAL GOVERNMENT (CLG) AGREEMENT

CLG: (Name of City/County)

This agreement is made and entered into by and between the (Name of City/County), Iowa, hereinafter referred to as the CLG, and the State Historical Society of Iowa, hereinafter referred to as the STATE; WITNESSETH THAT:

WHEREAS, the STATE is interested in granting Certified Local Government status to qualified local governments; and

WHEREAS, the STATE is empowered by federal statute to institute the Certified Local Government program in Iowa; and

WHEREAS, the CLG has met all qualifications and criteria set forth by the STATE and the U.S. Department of the Interior, including the passage of historic preservation legislation and the creation of a historic preservation commission;

NOW, therefore, it is agreed by and between the parties hereto as follows:

- 1. That the STATE will consider the CLG eligible for the STATE's 10% pass-through funds from the Department of the Interior; and
- 2. That the STATE will monitor all preservation activities of the CLG, including those of its historic preservation commission; and
- 3. That the CLG and the STATE mutually agree to abide by the general and specific conditions and responsibilities attached hereto as Exhibits A and B and any additional responsibilities hereto attached as Exhibit C; and
- 4. The CLG will faithfully comply with all applicable Federal and State laws as specified by the STATE; and
- 5. The CLG will faithfully comply with all applicable regulations and directives issued by the STATE and the U.S. Department of the Interior; and
- 6. The CLG shall hold the STATE and Federal government harmless from damages in any action arising from the performance of any work performed under the auspices of this agreement or any grant.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year last specified below.

CLG
City/County

Signature Title Date

STATE

Steve King, Deputy State Historic Preservation Officer Date

EXHIBIT A GENERAL CONDITIONS

ARTICLE I: General Responsibilities of a Certified Local Government.

- A. The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- B. The CLG will organize and maintain a historic preservation commission which must meet at least three times per year. The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community, with consideration of at least one representative in history and one in architecture. If an appropriate discipline cannot be represented, the CLG shall utilize expertise in this area when considering nominations to the National Register of Historic Places and other actions that will impact properties which are normally evaluated by a professional in such discipline. This can be accomplished by consulting with the State Historical Society of Iowa, another CLG, or hiring a consultant on an as-needed basis.
- C. The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission. After allowing for public comment, the commission and the chief elected local official(s) shall decide if the property meets the criteria of the National Register. This recommendation must be submitted to the STATE within sixty days (or sooner if mutually agreed upon) of the commission decision.
- D. The CLG shall provide for adequate public participation in the local historic preservation programs, including the process of recommending properties for nomination to the National Register of Historic Places. This will be accomplished in a format issued by the STATE in its program guidelines.
- E. CLG Commission members will participate in STATE-sponsored or approved historic preservation training activities.
- F. The CLG shall submit an annual report of its historic preservation activities in a format prescribed by the STATE.
- G. The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- H. The CLG shall not unlawfully discriminate on the basis of sex, race, color, and/or national origin in any of its activities in implementing its programs.

ARTICLE II: Amendment of Agreement.

The CLG or the STATE may, during the duration of this agreement, deem it necessary to make alterations to the provisions of this agreement. Any changes, which shall be mutually agreed upon, shall be incorporated into this agreement. The provisions of the amendment shall be in effect as of the date of the amendment unless otherwise specified within the amendment. A waiver of any conditions of this agreement must be in writing from a duly authorized official of the STATE.

ARTICLE III: Patent and Copyright.

- A. No material or product produced in whole or in part under this agreement shall be subject to patent or copyright by either party in the United States or in any other country.

- B. The U.S. Department of the Interior reserves a royalty-free non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, any materials produced in whole or in part under this agreement for government purposes.

ARTICLE IV: Accounts and Records.

- A. Accounts: The CLG shall maintain books, records, documents, all aspects of financial management and other evidence pertaining to all activities under this agreement.
- B. Audit and Inspection: At all times during normal business hours and as frequently as is deemed necessary, the CLG shall make available to the STATE all of its records pertaining to all matters covered by this agreement.
- C. Retention of Financial Records: All records in the possession of the CLG pertaining to this agreement shall be retained by the CLG for a period of three (3) years beginning with the date upon which this agreement is issued. All records shall be retained beyond the three (3) year period if audit findings have not been resolved within that period.
- D. The CLG shall provide the STATE copies of all audit reports issued during the agreement period.

ARTICLE V: Termination of Agreement.

- A. Termination for Cause: The STATE or the CLG may terminate this agreement in whole or in part, at any time, whenever it is determined that the other party has failed to comply with the conditions of the agreement. The STATE or the CLG shall promptly notify the other party in writing of the determination and the reasons for the termination, together with the effective date.
- B. Termination for Convenience: The STATE and the CLG may terminate this agreement, in whole or in part, when both parties agree that the continuation of the agreement would not
- C. produce beneficial results. The two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. Termination will be made without prejudice.
- D. Rights in Uncompleted Products: In the event the agreement is terminated, all finished or unfinished products prepared by or for the CLG under this agreement shall, at the option of the STATE, become its property.

ARTICLE VI: Interest of Officials and Others.

- A. STATE: No officer or employee of the STATE shall participate in any decisions relating to this agreement which affect his or her personal interest or the interest of any corporation, partnership, or association in which he or she is, directly or indirectly interested or has any interest, direct or indirect, in this agreement or the proceeds thereof.
- B. CLG: The CLG covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this agreement.

ARTICLE VII: Assignment of Interest.

Neither this agreement or any interest therein nor claim there under shall be assigned or transferred by the CLG to any other party or parties.

ARTICLE VIII: Agreement Coverage.

This instrument contains the entire agreement between the parties and any statements, inducements or promises not contained herein shall not be binding upon said parties. This agreement shall inure to the benefit of, and be binding upon the successors in office of, the respective parties.

If any of the provisions herein shall be in conflict with the laws of the State of Iowa, or shall be declared to be invalid by any court of record in this State, such invalidity shall be construed to affect only such portions as are declared invalid or in conflict.

ARTICLE IX: Reports.

The CLG shall submit to the STATE a complete annual report by February 28th for the previous year in order to remain in good standing.

ARTICLE X: Agreement Duration.

The agreement shall remain in effect until terminated by either or both parties.

EXHIBIT B SPECIAL CONDITIONS

ARTICLE I: Identification of Parties.

This agreement is entered into by and between the State Historical Society of Iowa, hereinafter called the STATE and Name of City/County, hereinafter called the CLG.

ARTICLE II: Designation of Officials.

- A. STATE: The Administrator of the State Historical Society of Iowa is the State Official authorized to execute any changes in the terms, conditions, or amounts specified in this agreement. He may designate a member of his staff to negotiate, on behalf of the STATE, any changes to this agreement.
- B. CLG: The chief elected official, name of City/County is authorized to execute any changes in the terms, conditions, or amounts as specified in this agreement. He/She may designate a member of his/her staff to negotiate, on behalf of the CLG, any changes to this agreement.

PROFESSIONAL QUALIFICATIONS STANDARDS NATIONAL PARK SERVICE

CODE OF FEDERAL REGULATIONS VOLUME 36, PART 61

In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

A. History

The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation or other demonstrable professional activity with an academic institution, historical organization or agency, museum or other professional institution; or
2. Made a substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

B. Archeology

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration management;
2. At least four months of supervised field and analytic experience in general North American archeology; and
3. Demonstrate ability to carry research to completion.
4. In addition, to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

C. Architectural history

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation, or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

D. Architecture

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time professional experience in architecture; or a State license to practice architecture.

E. Historic Architecture

The minimum professional qualifications in historic architecture are a professional degree in architecture or State license to practice architecture, plus one year of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects. Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

RESPONSIBILITIES OF CERTIFIED LOCAL GOVERNMENTS AND THEIR HISTORIC PRESERVATION COMMISSIONS

As a participant in the CLG program, the City or County (staff, elected officials, and appointed boards, commissions and committees including the historic preservation commission) is expected to comply with the provisions of the CLG Agreement and its historic preservation ordinance or resolution.

CLG Standard 1. Enforce local or state legislation for the designation and protection of historic properties.

The local government is expected to take into consideration its local historic preservation ordinance or resolution when dealing with issues and activities affecting historic properties. In particular, if a system for local designation is in place, the local government is expected to adhere to that procedure.

To insure that local ordinances and resolutions comply with CLG standards, the local government is asked to furnish draft copies of new ordinances or proposed changes to the State Historic Preservation Office for review and comment. Iowa Code requires that the State Office review and comment on ordinances designating local historic districts and historic zoning districts. The Code of Iowa does not contain procedures of designating historic landmarks. For administrative ease and to insure compliance with federal and state laws, regulations, standards and guidelines, cities and counties in the Iowa CLG program are asked to use the same designation, design review and appeal procedure for both historic landmarks and historic districts. In addition, Iowa CLG cities and counties are required to submit nominations ordinances designating historic districts and designating historic landmarks to the State CLG Coordinator for review and comment at least 45 days prior to local adoption.

CLG Standard 2: Establish an adequate and qualified historic preservation commission by State or Local legislation.

Each city's historic preservation ordinance and each county's historic preservation resolution contains a section specifying how commissioners are appointed; their qualifications, including desirable experience, training and expertise for commissioners; the length of appointment; the number of commissioners; requirements for decision making; and filling vacancies. These specifications mesh with the Iowa Code requirements found in 303.20 et seq. and the National Park Service requirements for CLG participation and are covered in the CLG Agreement (28 E Agreement) between the City/County and the State of Iowa.

Qualifications:

The ideal historic preservation commission is composed of the following:

- a historian who specializes in Iowa, local or public history;
- an architectural historian who specializes in American architecture;
- an archaeologist (North American prehistory or history);
- a preservation architect;
- an attorney specializing in preservation law;
- a planner with extensive preservation experience;
- owners of rehabilitated, National Register listed properties; and
- a developer who works exclusively with historic properties.

Annually, cities and counties in the CLG program are expected to seek and recruit historic preservation professionals and others with relevant skills and expertise to serve on the commission. However, the reality is that most Iowa towns do not have an array of historic preservation professionals in residence. Do not be

discouraged, all Iowa cities and counties do have intelligent and hard working residents who can learn "on the job" if they have the time and interest to do so. Frequently, current commission members are knowledgeable about who in the community is interested in historic preservation and should be contacted for a roster of potential appointees.

Commission members should reside in the city or county and be in residence for most of the year. Commission members should be able to attend night meetings and occasional training workshops or conferences. Elected officials should not be appointed to the commission. This represents a conflict of interest since the commission's responsibility is to advise the elected officials. CLG cities and counties should insure annually that all positions on the commission are filled and that elected officials appoint new members or approve re-appointments. This information should be retained in a "historic preservation commission membership file."

Each time there is a change in commission membership, the City or County should submit the new commissioner's signed biographical sketch to the SHPO for review and approval.

Commission Training

Under the CLG Agreement, each year, at least one commission member or representative shall participate in State approved historic preservation training. In reality, the more commissioners, staff, elected officials and residents who participate in historic preservation training, the better. Typically, the local historic preservation program is a new, strange somewhat incomprehensible "world." Getting everyone in the city or county acquainted with it through participation in training opportunities, benefits all.

Historic preservation training focuses on one or more areas covered by the Secretary of the Interior's Standards for Archaeology and Historic Preservation. These include: Preservation Planning, Identification, Evaluation, Registration, Historical Documentation, Architectural Documentation, Archaeological Documentation, and Historic Preservation Projects which

include the Treatments for Historic Properties: Preservation, Rehabilitation, Restoration and Reconstruction. If you have questions about whether a particular non-SHPO sponsored workshop qualifies for the training requirement, please contact the Certified Local Government Coordinator.

Cities that have established municipal registers of historic places and where the historic preservation commission regularly conducts design review and issues certificates of appropriateness should insure that new members and new commission staff receive special training every two years. The training should include understanding how to apply the Secretary of the Interior's Standards and Guidelines and local design guidelines to proposed projects and how to conduct a quasi judicial meeting which includes a public hearing as well as a formal review of the proposed project with testimony, examination and cross examination.

CLG Standard #3: Maintain a system for the survey and inventory of historic properties that furthers the purposes of the Act (National Historic Preservation Act as Amended 1992).

Survey is a three-step process involving identification, evaluation and registration.

The city and county are responsible for locating all kinds of historic properties (sites including archaeological sites, objects, buildings, structures and districts). The activity is on-going since each year, a new set of properties becomes potentially eligible for the National Register of Historic Places on the basis of age criteria. Generally, to be listed on the National Register, a property must be fifty years old or older. Cities and counties may apply for CLG grants to underwrite all of the following activities.

All CLG historic preservation ordinances and resolutions contain two provisions under Commission powers which also appear in the CLG Agreement. The first provision specifies that the City or county will establish a system for identification and inventory that is compatible with that of the SHPO. The second provision

specifies that the city or county will encourage nomination of properties to the National Register of Historic Places and in the case of municipal historic preservation ordinances may establish local registers of historic places.

Survey/Identification involves researching and documenting properties in order to get information on how and when the property was created, how it was used, who was associated with it and to describe the physical appearance of the property, locate it on a map, and document it with photographs.

Survey/identification should be undertaken in phases with each phase focusing on a geographic area, or a particular historic context/theme, or a particular property type or an area that is experiencing change. The city or county can apply for CLG grant funds to underwrite survey/identification.

In addition, the local government can encourage property owners, volunteer or service organizations, and school groups to assist in survey and evaluation. Perhaps the most effective way of identifying historic properties is to set up an on-going system to research and record properties and develop historic contexts for the city or county. Research, recordation and context development provide the information needed in order to complete the next step evaluation.

Evaluation is a process whereby properties determined to have historic importance, significance, or determined to lack historic importance, not significant. Typically, evaluation is done by applying the significance and integrity criteria of the National Register of Historic Places. Applying these criteria results in a document containing a detailed analysis of why the property is or is not significant. Evaluation serves to focus attention on those properties that are historically significant and merit formal recognition through registration. Evaluation provides a way of prioritizing properties that merit preservation, protection and appropriate maintenance.

Registration is formal recognition of a property's historic significance by placing it on a municipal or county register of historic places and/or by nominating the property to the federal government's register of historic places, the National Register of Historic Places. The historic preservation commission plays a key role in the registration process. In the case of National Register nominations, the commission can initiate and fund the process with CLG grants. In addition, as a CLG participant the Commission and chief elected officials will be called upon to review and comment on all National Register nominations of properties within its jurisdiction.

Property Inventory

The foundation of the commission's activities is its inventory—the local file of information about “identified, evaluated, and registered” properties in the city or county. This file serves as a reference for any type of planning, be it rehabilitation of a building or developing a road-widening project. The inventory includes the location of properties, their type and, most important, their significance. It indicates which parts of a city or county have been surveyed and evaluated and for what kinds of properties. The inventory is developed through survey, evaluation, and registration projects. It is a file that consists of completed site forms with information about individual properties, survey and evaluation project reports, multiple property documents describing historic contexts, National Register of Historic Places nomination forms and local historic landmark and district nomination forms as well as maps, photographs, blueprints and other data relating to properties in the city or county.

The State maintains a state-wide inventory of historic properties that includes National Register nominations. The commission or a representative of the city or county is welcome to come to Des Moines and reproduce the State's inventory of properties in the city or county.

The inventory file contains information on the identity, location, condition and basis of significance of historic sites, buildings, structures, objects and districts within the jurisdiction of the local government. The inventory will include: completed Iowa Site Inventory forms,

completed Office of the State Archaeologist site forms, multiple property documentation (reports on survey-evaluation projects), National Register and local designation nomination forms, photographs, maps, blue prints and other data relating to properties in the local government's jurisdiction.

Developing the property inventory is a top priority for the historic preservation commission. An accessible and well maintained inventory is critical for land use planning, determining if a project will effect historic properties, determining if proposed work on a property is appropriate, and determining if a property qualifies for particular grant and incentive programs.

The inventory is a public record and should be kept in a location that is secure yet accessible within a City or County owned facility.

As CLG cities and counties accumulate information on historic properties within their jurisdictions, they are expected to provide the State Historic Preservation Office with copies of this information in order to keep the State Inventory updated. This would include: completed Iowa Site or Office of the State Archaeologist inventory forms; landmark and district nomination forms to the city or county register; information on the condition of National Register eligible or listed properties within their jurisdiction; information on the condition of locally designated landmarks or properties within local historic districts; information on zoning actions such as the creation of historic overlay zones or conservation districts that would impact historic properties; or establishment of an easement program to preserve historic properties.

CLG Standard # 4 Provide for adequate public participation in the local preservation program, including the process of recommending properties to the National Register of Historic Places.

The commission should actively engage the public in the local preservation program. For example, the commission could delegate responsibility for conducting survey and evaluation projects to residents and property owners in different parts of the city or county; the commission could train volunteers or local government staff to answer questions about historic preservation and provide technical assistance.

When properties within the local government's jurisdiction are nominated to the National Register of Historic Places, the Commission, Mayor or Chairman, and Preservation Professional (if applicable) will read the nomination and determine if there are factual errors and determine if the nomination satisfactorily explains how the property meets the integrity, age, and significance criteria. Moreover, it is the historic preservation commission's responsibility to make sure the city/county officials and staff understand their obligation under this Standard.

It is expected that the Cities and Counties in the CLG program will encourage nomination of eligible public buildings, structures, sites, objects and districts within its jurisdiction. This would include parks, sculpture, school buildings, city halls, courthouses, fire and police stations, bridges, roads etc. National Register significance is based on these considerations not on factors such as economic impact or future uses of the building.

This standard also encourages the Commission to involve the public, officials and staff in the local preservation program as volunteers in Commission sponsored projects; as initiators of historic preservation activities and projects; and as participants in Commission sponsored programs, workshops, conferences, tours, training sessions or other historic preservation related activities.

The commission will encourage public and local government to utilize State incentives for historic preservation. On a yearly basis, the CLG should undertake a minimum of one project in at least one of the following areas: planning, survey and evaluation, registration to the National Register or local designation, public education, or pre-development/rehabilitation.

The historic preservation commission should maintain good communication with the mayor and city council or the board of supervisors. This involves making sure these elected officials are familiar with the local historic preservation ordinance or resolution, the CLG Agreement, and understand what these mean in terms of city or county actions. Good communication also involves keeping elected officials informed of historic preservation commission plans, actions and activities. At a minimum, the preservation commission should meet with their elected officials once each year, however, more frequent informal communication should also occur throughout the year.

Historic preservation commissions are discouraged from assuming long term involvement with a single property, property stewardship or establishing a museum. These activities are time consuming and require large amounts of capital. In addition, they are narrow in focus and will impede the preservation commission from fulfilling its commitment to locate historic properties throughout the community and facilitate their preservation, protection, maintenance and use.

CLG Standard # 5 Demonstrate Compliance with Standards 1 through 4.

The CLG Agreement requires that cities and counties annually prepare and submit in a timely fashion, a complete annual report to the SHPO. This form allows the commission to report on the historic preservation activities that occurred in the city or county during the year. Every city and county in the CLG program is subject to a performance review. At a minimum, the reviews start three years after certification and continue on a three year cycle thereafter. The annual report form figures heavily in the performance review since it queries participating cities and counties about their respective historic preservation programs. The annual report form questions serve as a guide to the activities and programs that CLG participants are expected to have in their local historic preservation programs.

A Checklist for Effective Commission Operations and Maintaining CLG Status

1. The Commission
 - Members are all officially appointed by the Mayor/ Board of Supervisors
 - Members who are continuing on the commission are officially re-appointed by the Mayor or Board of Supervisors
 - No vacant positions
 - Demonstrated positive interest in historic preservation
 - Members should have the time to attend meetings and support projects
2. Meetings
 - Minimum three times a year but realistically and minimally a commission should be meeting quarterly if not bimonthly.
 - There is a regular meeting day, time, and location
 - An announcement and the agenda is posted 24 hours before the meeting
 - Follow the agenda, do not stray off agenda topics. Be concise and to the point in discussions.
 - There is a written set of minutes for every official meeting
 - The public is welcome
 - Do business only when there is a Quorum of members present. Any time a quorum of commissioners gathers, that is considered an official meeting and must be conducted in adherence to Chapter 21 of the Iowa Code.
3. Other Responsibilities
 - Report regularly to your mayor and city council or county board of supervisors
 - Comply with local and state regulations regarding conflict of interest
 - Comply with State Gift Law
4. Meet CLG program requirements
 - Operate in compliance with the Secretary of the Interior's Standards and Guidelines.
 - Set up a system for on-going survey, evaluation and registration
 - Maintain a Historic Property Inventory that complies with the State's. Store inventory and other commission in a city or county-owned facility that is controlled but accessible.
 - Prepare and follow an annual work plan
 - Meet annual historic preservation training requirement
 - Complete a minimum of one historic preservation activity a year
 - Review National Register of Historic Places nominations
 - Complete and submit the CLG Annual Report

A Special Message for Newly Appointed Commissioners

Many newly appointed historic preservation commissioners know something about local history or historic preservation when they join a commission but may not fully understand what is expected of them as commission members. This information sheet was prepared to assist historic preservation members fulfill their responsibilities as commissioners.

1. When you agree to serve on your city historic preservation commission, you become an unpaid governmental official. The commission is part of local government, serving at the pleasure of the mayor and city council or county board of supervisors. It is the commission's responsibility to keep these officials informed of their activities, actions, and plans. It is also important for the commission to solicit the ideas and suggestions of local elected officials when developing plans and projects.
2. The commission works under local enabling legislation, the historic preservation ordinance or resolution. The commission is expected to follow local and state codes regarding the conduct of meetings and other commission business, e.g. Iowa Open Meetings Law, the Iowa Gift Law, and Conflict of Interest. The [state attorney general's office](#) has some information to assist you in complying with state statutes.

As commission members, you should become familiar with the following laws and agreements. These guide commission operations and commissioners are responsible for seeing that all obligations are met on a yearly basis:

- Local Historic Preservation Ordinance or Resolution;
- CLG Certification Agreement between your local government and the State of Iowa;
- National Park Service and State of Iowa Conflict of Interest Policy;
- Iowa Open Meetings Law (Code of Iowa, Chapter 21 "Official Meetings Open to the Public");
- Iowa Gift Law (Code of Iowa Chapter 68B as amended by 1993 Iowa Acts Chapter 163)

Certified local governments shall not unlawfully discriminate on the basis of sex, race, color, and/or national origin in any of their activities in implementing the program.

All CLG commission members will refrain from voting in any activity in which they have a current or anticipated financial interest (either as owner, officer, trustee, fiduciary employee, part owner, or the recipient of any royalty, commission, contingency fee, professional services contract, brokerage fee, or other payment). It is required that any affected member will indicate the existence of any such conflict of interest prior to the consideration of the subject.

3. Historic Preservation Commissioners have a special charge in that they not only develop local historic preservation policy and programs but also are actively engaged in doing preservation activities. When you agree to become a commissioner, you need to have a strong, positive interest in historic preservation. You should be prepared to attend all commission meetings. If the commission undertakes a special project, such as a CLG grant project, you should be ready to work on the project and/or recruit volunteers and see that it is completed. You should be prepared to participate in historic preservation commission training workshops and conferences.

If your commission has local designation and design review responsibilities, it is particularly important that commission members attend all commission meetings. Design review is a regulatory action, applicants for Certificates of Appropriateness are waiting for commission review and feedback before they can start their project. If a scheduled commission meeting includes a design review for a Certificate of Appropriateness, there must be a quorum present in order for the commission to review the project. It is unfair to the applicant and the property involved for the commission not to conduct the review at the officially scheduled time.

Effective commissioners are informed ones. If your commission has been operating for several years, review past minutes and annual reports to get a sense of what has been accomplished, what is planned, current goals and objectives. If your commission is newly formed, become informed and trained so that your local preservation program gets a good strong start.

4. Get to know the other commission members. Each member has a distinctive work style, particular gifts and skills, and special knowledge. When a commission is able to fully utilize its members as individuals and as a team, it can become a strong and productive organization. Be honest with one another about strengths and weaknesses, likes and dislikes. Then use this knowledge to the group's advantage. Do not make the shy, reclusive member be the commission spokesperson (unless they are willing). Be good listeners. Stick to your agendas, schedules, specific topic under discussion. Respect one another's time, use your time together effectively.
5. Doing Grant Projects. Certified Local Government (CLG) and Historic Resource Development Program (HRDP) grant awards are contractual agreements between your local government and the State of Iowa to accomplish a particular objective. When you are awarded a grant, the State expects the local government and its historic preservation commission to fulfill its obligation to complete the project. So, if your commission wants to do a grant project, all commissioners should be knowledgeable about all aspects of the project. Each commissioner should be aware of his or her project job responsibilities and willing to undertake them in a timely fashion.

In closing, CLG historic preservation commissioners belong to a unique group. There are preservationists throughout the state and region who are willing to share information, experience, and expertise with you. Feel free to contact them. Also, use the staff of the State Historic Preservation Office, your interests are their interests and they wish to assist you. A good place to start is a call to the CLG Coordinator whose job it is to support the work of the historic preservation commissions.

COMMISSION RECORDS

Each Historic Preservation Commission should maintain a record of its work. These records should be kept in a location where they are protected but still accessible to the public, for example, in city hall or the county courthouse. Below is an example of the filing system a commission could use to organize its records and the kinds of documents the commission should save.

1. Certification
 - a. Application materials such as the letter applying for CLG status, resolution or ordinance, historic property inventory, preservation plan, list of original commissioners, biographical sketches of commissioners, disclaimer letter if there are no preservation professional on the first commission.
 - b. Certification Agreement between local government and the State.
 - c. Letter from the National Park Service confirming CLG status.
2. Commissioners
 - a. Documentation of commissioner recruitment process
 - b. Commissioners' biographical sketches
 - c. Participation in training activities
 - d. Documentation of appointment and record of term
3. Administrative Records
 - a. Correspondence
 - b. Commission meeting announcements, agendas, minutes
 - c. Reviews for National Register nominations and HRDP grant applications
4. Annual Reports
5. Grant Projects
 - a. Grant Applications
 - b. Progress Reports
 - c. Documentation of Match and Expenditures
6. Inventory
 - a. Iowa Site Inventory Forms
 - b. Office of the State Archeologist Site form for prehistoric and historic period archeological sites
 - c. Survey and Evaluation Project Reports
 - d. National Register--nomination forms
 - e. Correspondence from SHSI on properties determined eligible for National Register listing
 - f. Completed local historic landmark and local historic district nomination forms
7. Design Review
 - a. Ordinances designating Landmarks and Districts, detailing boundaries and sites, structures, buildings, objects and other features included in the designation;
 - b. Applications for a Certificate of Appropriateness (COA);
 - c. Minutes recording Commission Action in regard to COA;
 - d. Design Guidelines

Process for Monitoring and Decertification

The SHPO will provide all CLGs with an annual report form. Each CLG must complete and return the annual report form by February 28 for the previous year. The SHPO shall review and monitor CLGs to assure compliance with all applicable regulations specified herein. The SHPO will review the annual reports submitted by certified local governments, records of the administration of funds allocated from the Historic Preservation fund, and other documents as necessary, to assure that each government is fulfilling the required standards. The SHPO may conduct other review and monitoring as necessary.

If the SHPO evaluation indicates that the performance of the certified local government is inadequate, the SHPO shall document that assessment and recommend to the local government ways to improve its performance. The certified local government shall have a period of not less than thirty (30), nor more than one hundred eighty days (180) days to implement improvements. If the SHPO determines that sufficient improvement has not occurred, the SHPO shall recommend decertification of the local government to the Secretary of the Interior citing specific reasons for the recommendation.

Certified local governments may petition the State to be decertified voluntarily and without prejudice.

Glossary of Preservation Terminology

Adaptive use: Using a property for a use other than what it was built or designed for. Examples: converting a school into housing or a gas station into a coffee shop. Alternatively referred to as adaptive reuse.

Certified Local Government Program: A preservation partnership between local, state and national governments focused on promoting historic preservation at the grass roots level. The program is jointly administered by the National Park Service (NPS) and the State Historic Preservation Offices (SHPOs) in each state, with each local community working through a certification process to become recognized as a Certified Local Government (CLG).

Character-defining feature: a prominent or distinctive aspect, quality, or characteristic of a historic property that contributes significantly to its unique physical character. Examples include a steeple on a church, a factory building's steel windows or the regular arrangement of gravestones in a cemetery.

Historic property: a district, site, structure, or landscape significant in American history, architecture, engineering, archeology, or culture; a general term for all entries in the National Register of Historic Places.

Historic preservation commission: A volunteer, citizen body established by city ordinance or county resolution that exists to advise the local elected officials on matters relating to historic preservation, advocate for historic properties and undertake historic preservation projects in the community.

Integrity: The authenticity of a property's historic identity, evidenced by the survival of physical characteristics (location, design, setting, materials, workmanship, feeling, association) that existed during its historic or prehistoric period. The extent to which a property retains its historic appearance.

National Historic Preservation Act: Federal legislation first passed in 1966 to preserve historic and archaeological properties in the United States. The act authorized the National Register of Historic Places and the creation of professional standards for the preservation of historic properties. The act has been amended to add other responsibilities including the Certified Local Government Program which was established by amendment in 1980.

National Park Service (NPS): An agency within the Department of the Interior. NPS develops general standards for historic preservation which are used by states, local governments and preservation professionals. NPS also manages the Certified Local Government Program at the national level.

National Trust for Historic Preservation: A private non-profit membership organization dedicated to saving historic places and revitalizing America's communities. The Trust provides leadership, education, advocacy, and resources to save America's diverse historic places and revitalize communities.

Recent past: A movement that seeks to preserve modern architectural heritage and particularly those places that are less than 50 years old, and thus not "historic" according to commonly used guidelines

Rehabilitation: The act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. It is by far the most commonly used preservation treatment. See also restoration.

Repointing: Is the process of removing deteriorated mortar from the joints of a masonry wall and replacing it with new mortar. Often confused with tuck pointing.

Restoration: The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of

mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. See also rehabilitation.

Section 106: refers to Section 106 of the National Historic Preservation Act, which requires federal agencies to take into account the effects of their proposed activities on properties included, or eligible for inclusion, in the National Register of Historic Places.

Secretary of the Interior's Standards: Common sense historic preservation principles written in non-technical language. The "standards" promote historic preservation best practices that will help to protect our nation's irreplaceable cultural resources

Significance: The importance of a property to the history, architecture, archaeology, engineering, or culture of a community, state or the nation.

State Historic Preservation Office (SHPO): The mission of the SHPO ("ship-oh") is to identify, preserve, and protect Iowa's historic resources. The SHPO's programs include the National Register of Historic Places program, Certified Local Government program, historic tax credit programs and Review and Compliance for federal projects. Our office is located in Des Moines in the State Historical Society Building.

Survey: A systematic examination of an area designed to gather information about historic properties in order to evaluate for significance. A survey can be done at a reconnaissance or intensive level. A survey can also be undertaken of an individual property.

Tuckpointing: A primarily decorative application of a raised mortar joint or lime putty joint on top of flush mortar joints. Often confused with repointing.

Reconnaissance survey: Sometimes called a "windshield" survey, this is a quick examination of an area to make generalizations about the types and distributions of historic properties that may be present. See also intensive survey.

Intensive survey: A systematic, detailed examination of an area designed to gather information about historic properties sufficient to evaluate them against predetermined criteria of significance within specific historic contexts. See also reconnaissance survey.

Standard National Park Service Grant Acknowledgments

The activity that is the subject of this [type of project] has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

This program receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity National Park Service 1849 C Street, N.W. Washington, D.C. 20240

City of Davenport
Historic Preservation Commission

Department: DNS
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:
Election of Chairperson

Recommendation:
Nominate and elect a Chairperson.

Background:
The current Chairperson is Bob McGivern.

ATTACHMENTS:

Type	Description
▢ Backup Material	HPC Bylaws

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	1/30/2023 - 9:14 AM

HISTORIC PRESERVATION COMMISSION
City of Davenport, Iowa

“Bylaws” *

ARTICLE I

General Rules

The Commission shall be governed by the terms of the Historic Preservation Ordinance as contained in Section 17.23 of the 1990 Municipal Code of the City of Davenport, Iowa and by the terms of the Code of Iowa, Chapter 303, as amended time to time.

ARTICLE II

Membership

The Commission shall consist of nine (9) members and be governed by the provisions contained in Section 17.23.040 of the 1990 Municipal Code.

ARTICLE III

Officers

The Commission shall elect by secret ballot from its membership a Chairperson and Vice-Chairperson. The officers’ duties and terms of office shall be those described in Section 17.23.040(I) of the 1990 Municipal Code.

The Commission Secretary shall provide staff support to the Commission in accordance with the provisions contained in section 17.23.040(J) of the 1990 Municipal Code. The Commission may assign the Commission Secretary other duties and responsibilities at its discretion.

ARTICLE IV

Meetings

The Commission shall conduct regularly scheduled meetings and special meetings pursuant to Sections 17.23.040(G) and 17.23.040(H) of the 1990 Municipal Code.

*as amended 03/13/01

Voting on formal applications before the Commission will be by voice roll call, called by the Commission Secretary, and will be recorded by yeas and nays or present, which will act as neither a yea or a nay. Members shall be physically present at the meeting in order to exercise their vote. Proxy voting and voting by mail or telephone are prohibited.

Prior to formal consideration of a request for demolition of a designated local landmark or a property located within a designated local or national historic district, the Commission shall meet with the petitioner in an informal work session. The purpose of this work session is to discuss the criteria to warranting demolition as stipulated in the City Code, and to discuss viable alternatives to demolition.

Conflict of Interest

In accordance with the provisions contained in Section 17.23.040(K) of the 1990 Municipal Code, a member of the Commission must abstain from participating in a matter before the Commission when the member has a conflict of interest or an appearance of impropriety. Conflict of interest shall mean a direct and personal interest in the outcome of the proceedings. An appearance of impropriety shall mean an apparent conflict of interest based on objective standards. A member of the Commission shall declare their conflict or appearance of impropriety as soon as the matter comes before the Commission for discussion or as soon thereafter as the member becomes aware of the appearance of the impropriety or conflict. Thereafter, the member shall take no part in the discussion or vote on the matter.

Ex Parte Communications

No member of the Commission is qualified to speak for the Commission or to give public expression, including news releases, of the opinion, attitude or action of the Commission on any matter, unless specifically directed to do so by motion of the Commission. The right of a member of the Commission as a citizen to his/her personal opinion, written or spoken, is not denied.

It is the policy of the Historic Preservation Commission that members not attend private meetings whose principal purpose is to discuss business that is before or will come before the Commission, unless such attendance is approved by the Commission by motion prior to the private meeting.

Ex Parte means communication between a Commission member(s) and a party or third party outside of duly scheduled meetings on an issue pending before the Commission or that will be brought before the Commission. Ex Parte communications should be avoided because they raise the issue of due process fairness. In the event a situation arises where they occur, the member shall place on the public record the sum and substance of the communication to enable interested persons to rebut the communications.

ARTICLE V

Powers and Duties of the Commission

The Commission shall have the powers and duties granted in Section 17.23.050 of the 1990 Municipal Code, as amended time to time.

ARTICLE VI

Rules of Order

Roberts Rule of Order, Revised, will govern the Commission meetings in all cases where these rules do not provide for the procedures to be followed.

The foregoing bylaws, or any part thereof, may be amended at any regular or specially-called meeting of the Commission where not less than three (3) days notice and a copy of the proposed amendment has been provided to all members of the Commission. A vote of not less than six (6) members approving said amendment shall be required. An affirmative vote on the motion to amend the bylaws cannot be reconsidered.

City of Davenport
Historic Preservation Commission

Department: DNS
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:
Election of Vice-Chairperson

Recommendation:
Nominate and elect a Vice-Chairperson.

Background:
The current Vice-Chairperson is Diane Franken.

ATTACHMENTS:

Type	Description
▢ Backup Material	HPC Bylaws

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	1/30/2023 - 9:16 AM

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City of Davenport, Iowa

“Bylaws” *

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City of Davenport
Historic Preservation Commission

Department: Development & Neighborhood Services
Contact Info: Matt Werderitch 563.888.2221

Date
2/14/2023

Subject:

Please Note: The March 14th Historic Preservation Commission meetings will be held in the Davenport Police Department Community Room, 416 N. Harrison Street.

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	1/11/2023 - 10:23 AM