HISTORIC PRESERVATION COMMISSION MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, FEBRUARY 8, 2022; 5:00 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Call to Order

II. Secretary's Report

A. Consideration of the November 9, 2021 meeting minutes.

III. Communications

IV. Old Business

V. New Business

A. 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]

B. Case DNRHP22-01: Request for demolition of 2223 West 1st Street. Individually listed on the National Register of Historic Places. The Evangelical Lutheran Good Samaritan Society, petitioner. [Ward 1]

C. 2021 Certified Local Government Annual Report

VI. Other Business

VII. Open Forum for Comment

VIII. Adjourn

IX. Next Commission Meeting: March 8, 2022

City of Davenport
Historic Preservation Commission

Department: DNS
Contact Info: Matt Werderitch 563.888.2221

Date
2/8/2022

Subject:
Consideration of the November 9, 2021 meeting minutes.

Recommendation:
Approve the minutes.

Background:
The November 9, 2021 meeting minutes are attached.

ATTACHMENTS:

	Type	Description
🗋	Backup Material	Meeting Minutes 11-9-21

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	1/26/2022 - 1:38 PM

HISTORIC PRESERVATION COMMISSION MEETING MINUTES

CITY OF DAVENPORT, IOWA

TUESDAY, NOVEMBER 9, 2021; 5:00 PM

DAVENPORT POLICE DEPARTMENT | 416 N HARRISON ST | COMMUNITY ROOM

I. Call to Order

Vice-Chairperson Franken called the meeting to order.
Present: Franken, Powers, Sage, and Miranda
Excused: McGivern, Lesthaghe, and Wilga
Staff Present: Laura Berkley, Matt Werderitch, and Jake Ralfs

II. Secretary's Report

A. Consideration of the October 12, 2021 Meeting Minutes.

Motion by Miranda, second by Powers to approve the October 12, 2021 meeting minutes. Minutes were unanimously approved by voice vote (4-0).

III. Communications

A. Kahl Building Tour

B. Demolition of 911 Gaines Street

Staff informed the Commission of the upcoming demolition of 911 Gaines Street, which was damaged when the adjacent home caught fire in May 2021. The Fire Marshall and Chief Building Official issued a Notice of Public Hazard recommending the emergency deconstruction of the building.

IV. Old Business

V. New Business

A. Case COA21-24: Exterior alteration at 1234 East River Drive. The Abner Davison House is a locally listed historic landmark. Quad City Restorations, petitioner, on behalf of Des Moines Restorations, LLC. [Ward 3]

Werderitch discussed the proposed installation of a new slate roof on both the main house and carriage house. Staff believe the original roof material was slate, but was replaced with asphalt shingle in the 1960s. The applicant is also repairing the historic box gutters and restoring the existing wood soffit and fascia.

Staff recommended approval of the Certificate of Appropriateness for exterior alteration at 1234 East River Drive 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. 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 Powers, second by Miranda to approve staff recommendation for approval of Case COA21-24. Motion to approve staff recommendation passed by a roll call vote (4-0).

B. Case COA21-25: Request to install a new roof at the Annie Wittenmyer Aquatic Center located in the Iowa Soldiers' Orphans' Home Historic District. City of Davenport Parks and Recreation Department, petitioner. [Ward 5]

Werderitch provided an overview of the proposed stone coated metal roof installation at the Annie Wittenmyer Aquatic Center and mechanical building. William Fisher, City of Davenport Parks and Recreation Department, was in attendance to answer questions. The metal roof material was preferred due to its durability, cost, and aesthetic.

Staff made a recommendation to approve the Certificate of Appropriateness to install a new roof at the Annie Wittenmyer Aquatic Center 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. of the Davenport Municipal Code. The Project meets the following standard:

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 Sage, second by Miranda to approve staff recommendation for approval of Case COA21-25. Motion to approve staff recommendation passed by a roll call vote (4-0).

VI. Other Business

A. 2022 Meeting Dates

Werderitch stated the Historic Preservation Commission will continue to meet at 5:00 pm the second Tuesday of each month in 2022. Unless there are scheduling conflicts, meetings will be held at 5pm at City Hall, 226 West 4th Street, in the Council Chambers.

VII. Open Forum for Comment

VIII. Adjourn

Motion by Powers, second by Miranda to adjourn the meeting. Motion passed by a voice vote (4-0). The meeting adjourned at 5:31 pm.

IX. Next Commission Meeting: December 14, 2021

City of Davenport
Historic Preservation Commission

Department: DNS **Date**
Contact Info: Matt Werderitch 563.888.2221 **2/8/2022**

Subject:
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]

Recommendation:
A recommendation is made to approve the Certificate of Appropriateness for masonry restoration and exterior alteration at 226 West 4th Street.

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:

- 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.
- Deteriorated architectural features should, where possible, be repaired rather than replaced.
- 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.

Furthermore, the Secretary of the Interior's Standards for Rehabilitation were also reviewed. The project satisfies the following recommendations for masonry work:

- Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building.
- Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration.
- Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.
- Duplicating old mortar in strength, composition, color, and texture.
- Duplicating old mortar joints in width and in joint profile.
- Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.

Background:
The City of Davenport contracted Legat Architects to conduct a Building Envelope Assessment for City Hall. The original City Hall Building was constructed in 1895 with exterior walls consisting of large sandstone masonry blocks. The north elevation, which was renovated in 2012 is constructed of standard brick face, limestone block, and ornamental limestone. The building's sandstone was last repaired at least 20 years ago. The masonry restoration project will consist of both the historic structure and north addition.

Legat Architects is recommending the following work be performed:

1. Clean all sandstone and face brick masonry

2. Caulk all stone coping caps
3. Patch all spalling and deteriorating sandstone masonry. Approx. 430 SF
4. Crack inject broken sandstone. Approx. 25 LF
5. Tuckpoint deteriorated mortar joints. Approx. 12,000 SF
6. Replace sealant at all windows
7. Scrape and paint steel lintels
8. Patch and skim coat cracked EFIS
9. Paint metal clock faces on clock tower
10. Provide sealer on all sandstone masonry
11. Replace all scuppers and downspouts

The listed restoration will be completed as follows:

1. The sandstone and face brick masonry will be cleaned using low pressure water with detergents if needed, similar to Igepal by GAF. Prosoco also makes a near-neutral pH cleaner: EK Restoration Cleaner, which may be utilized. Cleaners will be tested on the east elevation, which is the least visible side of the structure to the public, prior to being used on the entire building.
2. The patch applied to the spalling sandstone masonry will match the color and other visual qualities of the original sandstone. From 2017 to 2020, Legat Architects performed the restoration of the sandstone masonry at Davenport High School with great success using the same process.
3. NP1 Polyurethane will be used as a sealant at the joints of the stone caps.
4. Based on historic preservation standards, water-repellent will not be used as a sealer for the entire structure. The only area of applicant may be on the east side of the building where the driveway is against the building and salt is deteriorating the face of the stone. Prosoco Salt guard WB is acceptable for sandstone and may be utilized upon further investigation.
5. The scuppers and downspouts are not original to the structure. The existing non-historic materials will be replaced with a 24 gauge prefinished metal.

David Arbogast, Architectural Conservator, conducted a mortar analysis using three samples collected from the original stone masonry. The mortar analysis was conducted using the acid digestion testing procedure. The procedure uses acid digestion, filtration, and microscopic analysis of the fines and aggregate. The purpose is to determine the three components of historic mortar: the binder, fines, and the sand/aggregate.

The following summary is provided for each mortar sample:

1. The first mortar sample was collected from the light brown infill mortar on the east elevation. The analysis indicated the existing mortar consists of a large proportion of lime with ultra-fine sand and a significant proportion of Portland cement.
2. The second sample was collected from the original mortar of the east elevation. The acid digestion testing procedure indicated a mortar consisting of lime and moderately fine sand only with no Portland Cement.
3. The last sample originated from the east elevation, which was a thin repointing mortar. The test concluded the mortar contained lime, very fine sand, and Portland cement.

ATTACHMENTS:

Type	Description
Backup Material	City Hall Building Envelope Assessment Report
Backup Material	City Hall Mortar Analysis
Backup Material	Legat Architects Email Correspondence

Backup Material		Application
Backup Material		Historic Property Inventory Sheet
Backup Material		Ordinance Review Standards
Backup Material		Secretary of the Interior's Standards for Rehabilitation-Masonry
Backup Material		Caulking Compounds & Sealants Informational Sheet

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	1/31/2022 - 11:52 AM

LEGAT ARCHITECTS
DESIGN | PERFORMANCE | SUSTAINABILITY

CITY OF DAVENPORT

City Hall Masonry Restoration

226 West 4th Street
Davenport, Iowa 52801

November 18, 2021

BUILDING ENVELOPE ASSESSMENT

The original City Hall Building was built in 1895. Additions have been added over many years. The last renovation that removed part the north addition was done in 2012.

The original City Hall Building exterior walls consist of large sandstone masonry blocks. There are many ornamental features on the building that are also made of sandstone. The north addition is constructed with standard face brick, EFIS and panel. The north elevation which was renovated in 2012 is constructed of standard face brick, limestone block and ornamental limestone.

The sandstone masonry blocks, and ornamental sandstone are in fair condition, given the age of the building. The mortar joints are deteriorated, and sandstone faces are spalling and deteriorating. The base of the sandstone is being deteriorated by salt along sidewalks and driveways. The sandstone has been repaired in the past. We have determined the repairs were done at least 20 years ago. The repairs are still in good condition; however, they are pinkish in color and do not blend with the rest of the stone. Today's patching materials have a wide variety of colors to help blend in better.
The face brick on the west and east elevations is in fair condition. The mortar joints are deteriorated, stone windowsills are staining and need joint sealant. Steel lintels at the windows are rusting.

The EFIS on the east elevation is in good condition. The EFIS on the west elevation is in poor condition. There are many cracks in the face of the EFIS.
The masonry on the north elevation of the building appears to be in good condition. The mortar joints are continuous with no perceivable gaps or cracks in the mortar. The sealant in the control joints is in good condition.

RECOMMENDATION

Based on the above observations, we are recommending to following work to be done

- Clean all sandstone and face brick masonry
- Caulk all stone coping caps
- Patch all spalling and deteriorating sandstone masonry. Approx. 430 SF
- Crack inject broken sandstone. Approx. 25 LF
- Tuckpoint deteriorated mortar joints. Approx. 12,000 SF
- Replace sealant at all windows
- Scrape and paint steel lintels
- Patch and skim coat cracked EFIS
- Paint metal clock faces on clock tower
- Provide sealer on all sandstone masonry
- Replace all scuppers and downspouts

With the help of a local restoration masonry contractor, we have determined the cost estimate for the scope of work listed above to be: $400,000.00

PHOTOS

South Elevation

South Elevation of Clock Tower

East Elevation

East Elevation

North Elevation

North Elevation

West Elevation

West Elevation

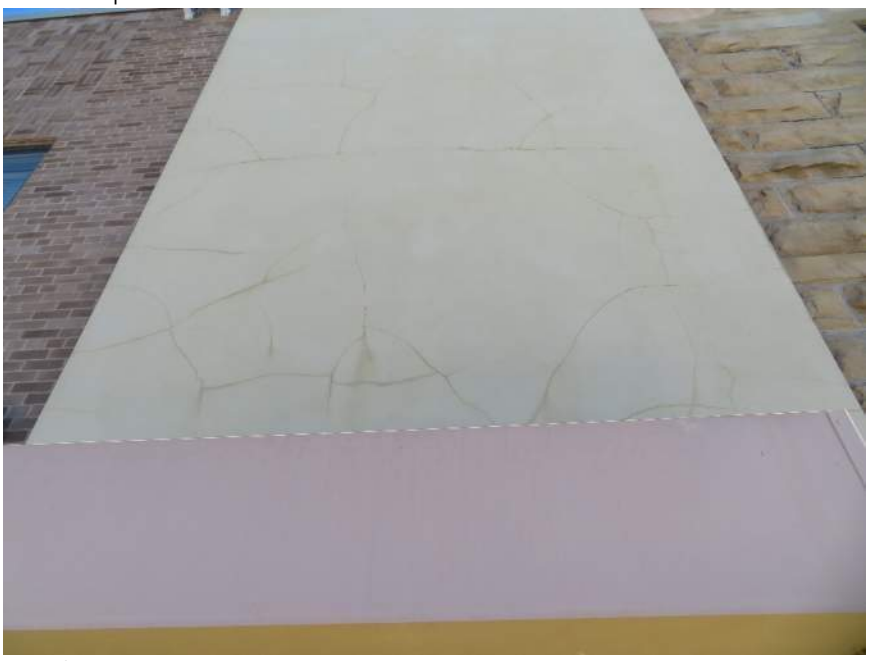
Spalled sandstone

Spalling sandstone

Rusted stone anchors

Deteriorated sandstone and mortar joints

Previous patches



Cracks in EFIS

Rusted face of clock

1803 Pineacre Avenue
Davenport, Iowa 52803
December 14, 2021

Mr. Mark Siwik, AIA, RRC, Building Envelope Director
Legat Architects
2015 Spring Road, Suite 175
Oak Brook, Illinois 60523

Dear Mark:

Enclosed, please find the mortar analysis, test sheets, sand, fines, and an invoice for the set of three samples from the Davenport City Hall in Davenport, Iowa. I trust that you will find all to be in order.

The samples were excellent in all aspects and I consider the analysis to be quite reliable. The first sample was exceedingly hard and dense and extremely well-adhered to the substrate. Removal of this mortar will pose a problem in regard to damaging the adjacent stone.

The second sample of the original mortar was quite surprising in that the bedding mortar behind the original pointing mortar appears to have had little to no lime used in it. From the location of the sample it appears that the only thing holding the stones together at this time is the pointing mortar. You may wish to seriously consider grouting the stone rather than merely repointing.

The third sample from the repointing mortar was a typical Portland cement-based mortar. Fortunately, it was very thinly applied and is falling out of the joints. It will pose no difficulty in removal nor will its removal pose any risk to the original mortar or the stone.

Thanks again for the opportunity to analyze these samples. If you have any questions or comments please feel free to contact me.

Sincerely,

David Arbogast

Enclosures

INVOICE

Mortar Analysis
Davenport City Hall
Davenport, Iowa
January 14, 2022

	Due
Three mortar samples @ $350.00 per sample.	$1,050.00

David Arbogast
Architectural Conservator
1803 Pineacre Avenue
Davenport, Iowa 52803
arbogast7@gmail.com
(563) 355-1553

Mortar Analysis

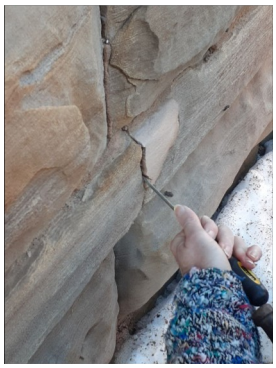
Davenport City Hall

Davenport, Iowa

January 14, 2022

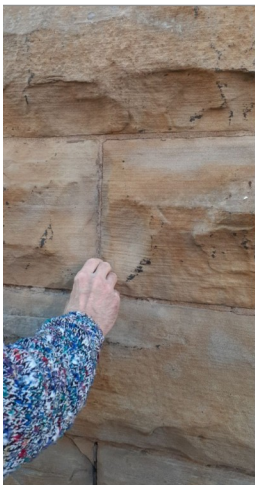
On Wednesday, January 12, 2022, David Arbogast, architectural conservator, of Davenport, Iowa collected a set of three mortar samples from the original stone masonry of the Davenport City Hall in Davenport, Iowa. He was commissioned by Mark Siwik, AIA, RRC, Building Envelope Director of Legat Architects in Oak Brook, Illinois. Mr Arbogast was assisted by Craig Clough of his office and was accompanied by Kyle Estlund of the City of Davenport. The purpose of the analysis was to determine the formulation the samples.

The analysis was begun on the following day utilizing the acid digestion testing procedure developed by E. Blaine Cliver, former Regional Historical Architect of the North Atlantic Region of the National Park Service. This relatively simple procedure dissolves the lime and/or cement content of the mortar using a 20% solution of hydrochloric acid. The carbon dioxide released as a result of the reaction displaces water, which is then measured and used to calculate the soluble content of the mortar. The insoluble fines and sand remaining from the reaction are factored into the equation resulting in a final result. In the case of cement samples, the remaining fines are used to calculate the cement content of the mortar. The remaining sand is then carefully sieved and graded by grain size to provide a means of identification of the various sand types encountered.



The first sample was collected from the light brown infill mortar on the east elevation. It consisted of a large piece of mortar with a very thin light gray skim coat and portions of a dark gray mortar. Only the light brown mortar was analyzed. It had an exceedingly hard composition and it was very dense and dusty. The sample had a fast and very bubbly reaction which resulted in a large water displacement. It filtered rapidly and the color of the filtrate was clear. The proportion of fines was extremely large and their color was brown. They were undoubtedly residue of the colorant used to tint the mortar. All of those factors indicate a mortar consisting of a large proportion of lime with sand and a significant proportion of Portland cement. The sand sieve analysis revealed ultra-fine sand. All of it passed through the four largest sieve with just less than 35 7/10% trapped in the finest sieve. Almost precisely 64 3/10% traveled through all the sieves to the base.

The second sample was collected from the original mortar of the east elevation. It appeared to be primarily pointing mortar with a void in the joint behind it from which was collected what appeared to be loose unaggregated sand which spilled out from the joints. The combined pointing and bedding mortar was gray, contained visible sand and consisted of a few pieces that had a hard consistency. There was a fast, bubbly and fizzy reaction that resulted in a moderately large water displacement. The sample filtered rapidly with the color of the filtrate being pale yellow-green. It had a moderate proportion of dark gray-colored fines. They were most likely dirt associated with the sand. All of the aforementioned factors indicate a mortar consisting of lime and sand only with no Portland cement. The sand sieve analysis revealed moderately fine sand. All of it passed through the largest sieve with just less than 3/10% stopped in the second largest sieve. A tiny bit less than 1 7/10% was halted in the third largest sieve with a small bit less than 13 9/10% caught in the fourth largest sieve. Somewhat less than 55 7/10% remained in the finest sieve with slightly under 28 1/2% collected in the base.



The third sample originated from the east elevation and was a thin repointing mortar. It was gray and contained very visible sand. It was also dirty and moderately hard in its consistency. There was a fast and bubbly reaction which resulted in a moderate water displacement. The sample filtered rapidly, having a pale yellow-green filtrate. The proportion of dull tan-colored fines was moderate. They were most likely dirt associated with the sand. All of those attributes are indicative of a mortar consisting of lime, sand and Portland cement. The sand sieve analysis revealed very fine sand. All of the sand passed through the two largest sieve with somewhat more than 3/10% caught in the third largest sieve. A small amount over 5 8/10% was left in the fourth largest sieve. Exactly 45 7/10% remained in the finest sieve. A smidgeon more than 48 1/10% was deposited in the base.

Mortar/Plaster/Stucco Analysis Test Sheet

Sample No. One
Building: Davenport City Hall, Davenport, Iowa
Location: East elevation, large piece of infill mortar
Sample Description: Light brown with very thin light gray skim coat and portions of dark gray mortar, light brown only was analyzed, exceedingly hard, very dense, dusty, fast and very bubbly reaction, rapid filtering

Test No. 1 – Soluble Fraction

Data:

1.	216.2 Container A weight	8.	no Hair or fiber type
2.	236.2 Container A and sample	9.	5.6 Fines and paper weight
3.	761.75 Barometric pressure	10.	2.7 Filter paper weight
4.	22 Temperature	11.	224.5 Sand and Container A weight
5.	1.12 Liters of water displaced	12.	6.0 cc. of sand
6.	clear Filtrate color	13.	13.3 Weight of graduated cylinder and sand
7.	brown Fines color	14.	5.1 Weight of graduated cylinder

Computations:

15.	20.0	Starting weight of sample: No. 2 – No. 1
16.	2.9	Weight of fines: No. 9 – No. 10
17.	8.2	Weight of sand: No. 11 – No. 1
18.	.73170731	Sand density: No. 12 divided by (No. 13 – No. 14)
19.	8.9	Weight of soluble content: No. 15 – (No. 16 + No. 17)
20.	.046248	Mols. Of CO_2: No. 5 x No. 3. x 0.016 divided by (No. 4 + 273.16 C.)
21.	4.62	Gram weight of $CaCO_3$: 100 x No. 20
22.	4.28	Gram weight of $Ca(OH)_2$: No. 19 – No. 21
23.	.0578378	Mols. of $Ca(OH)_2$: No. 22 divided by 74
24.	7.70	Gram total weight of $Ca(OH)_2$: 74 x (No. 20 + No. 23)
25.	2.03	Gram weight CO_2: No. 20 x 44
26.	4.58	Gram weight total possible CO_2: 44 x (No. 20 + No. 23)
27.	44.43	%CO_2 gain: No. 25 divided by No. 26

Conclusions:

28.	17.97	Gram weight of sample: No. 15 – No. 25	
29.	16.14	Fines parts/volume:	No. 16 divided by No. 28
30.	33.39	Sand parts/volume:	(No. 17 divided by No. 28) x No. 18
31.	47.13	Lime parts/volume:	(No. 24 divided by No. 28) x 1.1

Cement (if present)

32.		Portland cement parts/volume:	(No. 16 divided by No. 28) x 0.78
33.		Natural cement parts/volume:	(No. 16 divided by No. 28) x 0.86
34.	3.55	Lime with cement parts/volume:	(No. 16 x 0.2) divided by No. 28 x 1.1

Test No. 2 – Sand Sieve Analysis

Sieve	Sieve w/ sand weight	Sieve weight	Sand weight	Sand ratio
No. 4	158.3	158.3	0.0	0.00
No. 8	140.1	140.1	0.0	0.00
No. 16	132.4	132.4	0.0	0.00
No. 30	123.1	123.1	0.0	0.00
No. 50	124.5	112.9	11.6	35.69
Base	91.3	70.4	20.9	64.31

Mortar/Plaster/Stucco Analysis Test Sheet

Sample No. Two
Building: Davenport City Hall, Davenport, Iowa
Location: East elevation, original mortar
Sample Description: Gray, visible sand, hard pieces with loose mortar, fast and bubbly and fizzy reaction, rapid filtering

Test No. 1 – Soluble Fraction

Data:

1.	180.2 Container A weight	8.	no Hair or fiber type
2.	200.2 Container A and sample	9.	4.2 Fines and paper weight
3.	762.00 Barometric pressure	10.	2.8 Filter paper weight
4.	22 Temperature	11.	193.0 Sand and Container A weight
5.	0.88 Liters of water displaced	12.	7.7 cc. of sand
6.	pale yel.-grn. Filtrate color	13.	17.8 Weight of graduated cylinder and sand
7.	dark gray Fines color	14.	5.1 Weight of graduated cylinder

Computations:

15.	20.0	Starting weight of sample: No. 2 – No. 1
16.	1.4	Weight of fines: No. 9 – No. 10
17.	12.8	Weight of sand: No. 11 – No. 1
18.	.6015625	Sand density: No. 12 divided by (No. 13 – No. 14)
19.	5.8	Weight of soluble content: No. 15 – (No. 16 + No. 17)
20.	.0363496	Mols. Of CO_2: No. 5 x No. 3. x 0.016 divided by (No. 4 + 273.16 C.)
21.	3.63	Gram weight of $CaCO_3$: 100 x No. 20
22.	2.17	Gram weight of $Ca(OH)_2$: No. 19 – No. 21
23.	.0293243	Mols. of $Ca(OH)_2$: No. 22 divided by 74
24.	4.86	Gram total weight of $Ca(OH)_2$: 74 x (No. 20 + No. 23)
25.	1.60	Gram weight CO_2: No. 20 x 44
26.	2.89	Gram weight total possible CO_2: 44 x (No. 20 + No. 23)
27.	55.36	%CO_2 gain: No. 25 divided by No. 26

Conclusions:

28.	18.40	Gram weight of sample: No. 15 – No. 25	
29.	7.61	Fines parts/volume:	No. 16 divided by No. 28
30.	41.85	Sand parts/volume:	(No. 17 divided by No. 28) x No. 18
31.	29.05	Lime parts/volume:	(No. 24 divided by No. 28) x 1.1

Cement (if present)

32.		Portland cement parts/volume:	(No. 16 divided by No. 28) x 0.78
33.		Natural cement parts/volume:	(No. 16 divided by No. 28) x 0.86
34.		Lime with cement parts/volume:	(No. 16 x 0.2) divided by No. 28 x 1.1

Test No. 2 – Sand Sieve Analysis

Sieve	Sieve w/ sand weight	Sieve weight	Sand weight	Sand ratio
No. 4	158.3	158.3	0.0	0.00
No. 8	140.3	140.1	0.2	0.28
No. 16	133.6	132.4	1.2	1.68
No. 30	133.0	123.1	9.9	13.88
No. 50	152.6	112.9	39.7	55.68
Base	90.7	70.4	20.3	28.47

Mortar/Plaster/Stucco Analysis Test Sheet

Sample No. Three
Building: Davenport City Hall, Davenport, Iowa
Location: East elevation, thin repointing mortar
Sample Description: Gray, very visible sand, dirty, moderately hard, fast and bubbly reaction, rapid filtering

Test No. 1 – Soluble Fraction

Data:

1.	181.6 Container A weight	8.	no Hair or fiber type
2.	201.6 Container A and sample	9.	4.0 Fines and paper weight
3.	762.00 Barometric pressure	10.	2.7 Filter paper weight
4.	22 Temperature	11.	195.0 Sand and Container A weight
5.	0.74 Liters of water displaced	12.	8.5 cc. of sand
6.	pale yel.-grn. Filtrate color	13.	18.5 Weight of graduated cylinder and sand
7.	dull tan Fines color	14.	5.1 Weight of graduated cylinder

Computations:

15.	20.0	Starting weight of sample: No. 2 – No. 1
16.	1.3	Weight of fines: No. 9 – No. 10
17.	13.4	Weight of sand: No. 11 – No. 1
18.	.63432835	Sand density: No. 12 divided by (No. 13 – No. 14)
19.	5.3	Weight of soluble content: No. 15 – (No. 16 + No. 17)
20.	.0305667	Mols. Of CO_2: No. 5 x No. 3. x 0.016 divided by (No. 4 + 273.16 C.)
21.	3.06	Gram weight of $CaCO_3$: 100 x No. 20
22.	2.24	Gram weight of $Ca(OH)_2$: No. 19 – No. 21
23.	.0302702	Mols. of $Ca(OH)_2$: No. 22 divided by 74
24.	4.50	Gram total weight of $Ca(OH)_2$: 74 x (No. 20 + No. 23)
25.	1.34	Gram weight CO_2: No. 20 x 44
26.	2.67	Gram weight total possible CO_2: 44 x (No. 20 + No. 23)
27.	50.19	%CO_2 gain: No. 25 divided by No. 26

Conclusions:

28.	18.66	Gram weight of sample: No. 15 – No. 25	
29.	6.97	Fines parts/volume:	No. 16 divided by No. 28
30.	45.55	Sand parts/volume:	(No. 17 divided by No. 28) x No. 18
31.	26.53	Lime parts/volume:	(No. 24 divided by No. 28) x 1.1

Cement (if present)

32.		Portland cement parts/volume:	(No. 16 divided by No. 28) x 0.78
33.		Natural cement parts/volume:	(No. 16 divided by No. 28) x 0.86
34.	1.53	Lime with cement parts/volume:	(No. 16 x 0.2) divided by No. 28 x 1.1

Test No. 2 – Sand Sieve Analysis

Sieve	Sieve w/ sand weight	Sieve weight	Sand weight	Sand ratio
No. 4	158.3	158.3	0.0	0.00
No. 8	140.1	140.1	0.0	0.00
No. 16	132.5	132.4	0.1	0.34
No. 30	124.8	123.1	1.7	5.84
No. 50	126.2	112.9	13.3	45.70
Base	77.6	70.4	14.0	48.11

Werderitch, Matt

From: Mark Siwik <MSiwik@legat.com>
Sent: Tuesday, January 25, 2022 11:10 AM
To: Werderitch, Matt
Cc: Berkley, Laura
Subject: RE: [EXT] City Hall
Attachments: fpl_2010_mall001.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Yellow Category

Matt
Thanks for the response and questions.

I have also look at the government standards for historic restorations and we will be following their guidelines.

I made my comments in red below

Please let me know if this is what you need. We are still trying to get into the Thursday submittal deadline. I will be leaving on vacation Thursday at 11:00 . So I would like to get you whatever you need before than.

Thanks Mark

MARK SIWIK AIA RRC
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msiwik@legat.com
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From: Werderitch, Matt <Matt.Werderitch@davenportiowa.com>
Sent: Wednesday, January 19, 2022 4:14 PM
To: Mark Siwik <MSiwik@legat.com>
Cc: Berkley, Laura <Laura.Berkley@davenportiowa.com>
Subject: RE: [EXT] City Hall

Mark,

Thank you for sending over the thorough Work Plan and Mortar Analysis for the City Hall masonry restoration project.

I have several follow-up questions based on the listed scope:

1. How will the sandstone and face brick masonry be cleaned? The Historic Preservation Commission will want to ensure that the cleaning of masonry surfaces is in accordance with the standards listed below.

We are following these guidelines. Low pressure water with detergents if needed similar to Igepal by GAF. Prosoco also makes a near-neutral pH cleaner EK Restoration Cleaner. Also cleaners will be tested on the east side of the building prior to any being used on the entire building

a. The Secretary of the Interior's Standards for Rehabilitation recommend the following for cleaning masonry: (https://www.nps.gov/tps/standards/rehabilitation/rehab/masonry01.htm)
    i. Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.
    ii. Carrying out masonry surface cleaning tests after it has been determined that such cleaning is appropriate. Tests should be observed over a sufficient period of time so that both the immediate and the long range effects are known to enable selection of the gentlest method possible.
    iii. Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.
b. The following is NOT recommended for cleaning masonry surfaces:
    i. Cleaning masonry surfaces when they are not heavily soiled to create a new appearance, thus needlessly introducing chemicals or moisture into historic materials.
    ii. Cleaning masonry surfaces without testing or without sufficient time for the testing results to be of value.
    iii. Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration.
    iv. Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures
    v. Cleaning with chemical products that will damage masonry, such as using acid on limestone or marble, or leaving chemicals on masonry surfaces.
    vi. Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints.

2. Will the patch applied to the spalling sandstone masonry match the color and other visual qualities of the original sandstone? Yes. We have been very successful with the work we did at Davenport High School. This building is also sandstone. We did this work over the summers 2017 thru 2020
3. What type of caulk will be used on the stone caps. Preservation guidelines recommend against repointing with a synthetic caulking compound. I ready the guidelines and looked further into this. The guideline discusses "synthetic caulking compound is discussed a "Repointing" material. Attached is an article discussing "Caulking Compounds and Sealants" where they discuss the difference the difference between caulking compounds and sealants. Our intent is to use a sealant at the joints of the stone caps. Typically a NP1 Polyurethane.
4. What product of sealer is being used on the sandstone masonry? Based on the standards, we are in agreement not to use a water-repellent. We might use it as suggested in a few areas. One would be on the east side of the building where the driveway is against the building and salt is wearing away the face of the stone. Prosoco Saltguard WB is acceptable for sandstone. However, further investigation will be done prior to final specification
    a. The Secretary of the Interior's Standards for Rehabilitation recommend "Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems."
5. Are the scuppers and downspouts original to the building? What is the existing material? What is the proposed material? Im not sure if they are original, I would say no since they are not copper. Right now the are a painted metal that is white. We are open to the possibility of going back with copper,(but not in out budget now) if not we will be going back with a 24 ga. prefinished metal.

Please provide further clarification on the above inquiries. My apologies for the long list of questions. I just wanted to verify that the project is being completed in accordance with best preservation practices.

Let me know if you have any questions.

Thanks,

Matt Werderitch

Planner II | Development & Neighborhood Services
City of Davenport

T 563-888-2221
226 W 4th St, Davenport, IA 52801

davenportiowa.com

From: Mark Siwik <MSiwik@legat.com>
Sent: Tuesday, January 18, 2022 2:17 PM
To: Werderitch, Matt <Matt.Werderitch@davenportiowa.com>
Subject: [EXT] City Hall

Matt
Thanks for calling me back. Attached is the report we did for the city and the mortar analysis
Please let me know what I need to the report.
Mark

MARK SIWIK AIA RRC
BUILDING ENVELOPE DIRECTOR
M 630.817.5822
D 630.990.1906

msiwik@legat.com

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Complete application can be emailed to planning@davenportiowa.com

Property Address* _____

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

Applicant (Primary Contact)

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

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 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: _____ Date: _____

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: _____ Date: _____

Planning staff

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.

Add additional pages in needed.

National Register
82-010-066

ARCHITECTURAL / HISTORICAL SURVEY — DAVENPORT, IOWA

The Architects Office
Wehner, Nowysz, Pottschull and Pfiffner
201 dey building, Iowa city, Iowa 52240

DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

SITE #82-10- 4-W226 MAP # 1

HIST. DIST.

NAME Davenport City Hall (H) C

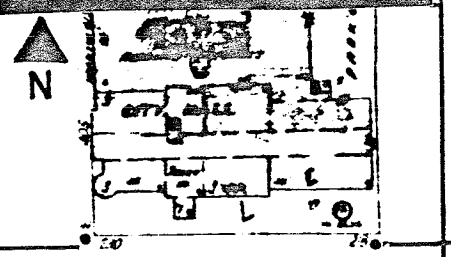
ADDRESS 226 W. Fourth Street

LEGAL DES. LeClaire's Add. (SUB-DIVISION) 46 (BLOCK) Lots 9 and 10 (PARCEL) (SUB-PARCEL)

UTM 4 15 710212101 4595540 (EASTING / NORTHING) ACREAGE 1 ZONE C-4

OWNER City of Davenport
226 W. Fourth St., Davenport, Iowa

TITLE H. (IF DIFF.) City of Davenport
City Hall, Davenport, IA 52801



SITE SHEET

DESCRIPTION

FORM 3 stories, rectangular plan, hipped roof w/various gables and towers
CONST DATE 1894-95

MATERIALS Ohio Berea sandstone, steel frame
ARCH STYLE Richardsonian Romanesque

FENESTRATION Rectangular - some beneath round relieving arches

DIST. FEATURES Stained glass panels 3rd floor; clock tower and corner towers

ALTERATIONS Stained glass removed, aluminum sash in windows & doors, wagon entry closed

SITE & RELATED STR. Corner location on N. edge CBD

ARCHITECTURE

STATEMENT

County and City governments found H.H. Richardson's Romanesque eminently suited for public buildings. Local architect J.W. Ross's City Hall employed the style most effectively. The well-preserved (and recently remodeled) City Hall features heavy, rockfaced stonework and windows grouped vertically within round-arched arcades. Despite its great length, the building displays an appropriate verticality through the tall clock tower, steep gables and corner towers. It is also important to note that although the exterior appears wholly in the masonry tradition, the structure is actually carried on a steel frame. This suggests the ambivalence with which many architects greeted steel frame. While they might appreciate its structural possibilities, they (nor perhaps many clients) were yet willing to abandon the illusion of traditional building methods and styles.

Architect J. W. Ross

SOURCES

HISTORIC

April 22, 1982

SIGNIFICANCE

City Hall is the principal structure associated with local government and politics including the issues of prohibition and socialism. It also focuses attention on an important steeping off point in the city's overall growth and development. Davenport's status as a special charter city is also illustrated with this building.

HISTORY

DESCRIPTION

City Hall, the city's second government headquarters, was constructed in 1894-95. Henry Vollmer, a German-American lawyer, was Davenport Mayor during the design, financing and construction. Prohibition was a major local issue from the 1840's until national prohibition in 1919. Prohibition activity became very strong in the 1880's and again during the Progressive Era 1906-1916. Davenport's Mayor Ernst Claussen originated the phrase "State of Scott" during the 1880's anti-prohibition campaign. Anti-Prohibition efforts were orchestrated on the local government level. Socialism was a political issue from World War I to 1922. Socialists successfully elected a mayor and two alderman in 1920 having a significant impact on local decision and public works projects for the next two years. Mayor Barewald was voted out overwhelmingly in 1922. however, because of his debt ridden administration. The socialist movement illustrated the role of ethnic groups, i.e. Germans in local politics.

SOURCES

Thomas P. Christiansen, "An Industrial History of Scott County, Iowa," Annals of Iowa, April, 1940.

"Unending Battle Against Sin," "Bicentennial Issue," Quad City Times, Feb. 29, 1976.

Davenport City Council Proceedings, 1918, 1920, 1922.

ARCHITECTURAL HISTORIAN: Martha Bowers | HISTORIAN: MARLYS SVENDSEN-ROESLER | SURVEY COMP. 1981

EVALUATION

ARCHITECTURAL

I ARCH. EVALUATION: Good
II ENVIR. STATURE: Landmark
III INT. OF CONTEXT: Poor
IV INT. OF FABRIC: Good

LEVEL OF SIGNIFICANCE:
☐ NAT ☐ STATE ☒ LOCAL ☐ N ELIG

HISTORICAL

I THEME(S) OF SIGNIFICANCE:
A PRIMARY: Gov't. & Politics
B SECONDARY: City

II LEVEL OF SIGNIFICANCE
☐ NAT ☐ STATE ☒ LOCAL

III NRHP
ELIGIBLE ☒ NOT ELIGIBLE ☐

HISTORIC DISTRICT CLASSIFICATION

FOR DIVISION OF HISTORIC PRESERVATION USE ONLY

1 DATE RECEIVED: _____

2 DATE OF STAFF EVALUATION: _____

	A ARCHITECTURAL	B HISTORICAL
ELIGIBLE FOR NRHP	■	☐
NOT ELIGIBLE FOR NRHP	☐	☐

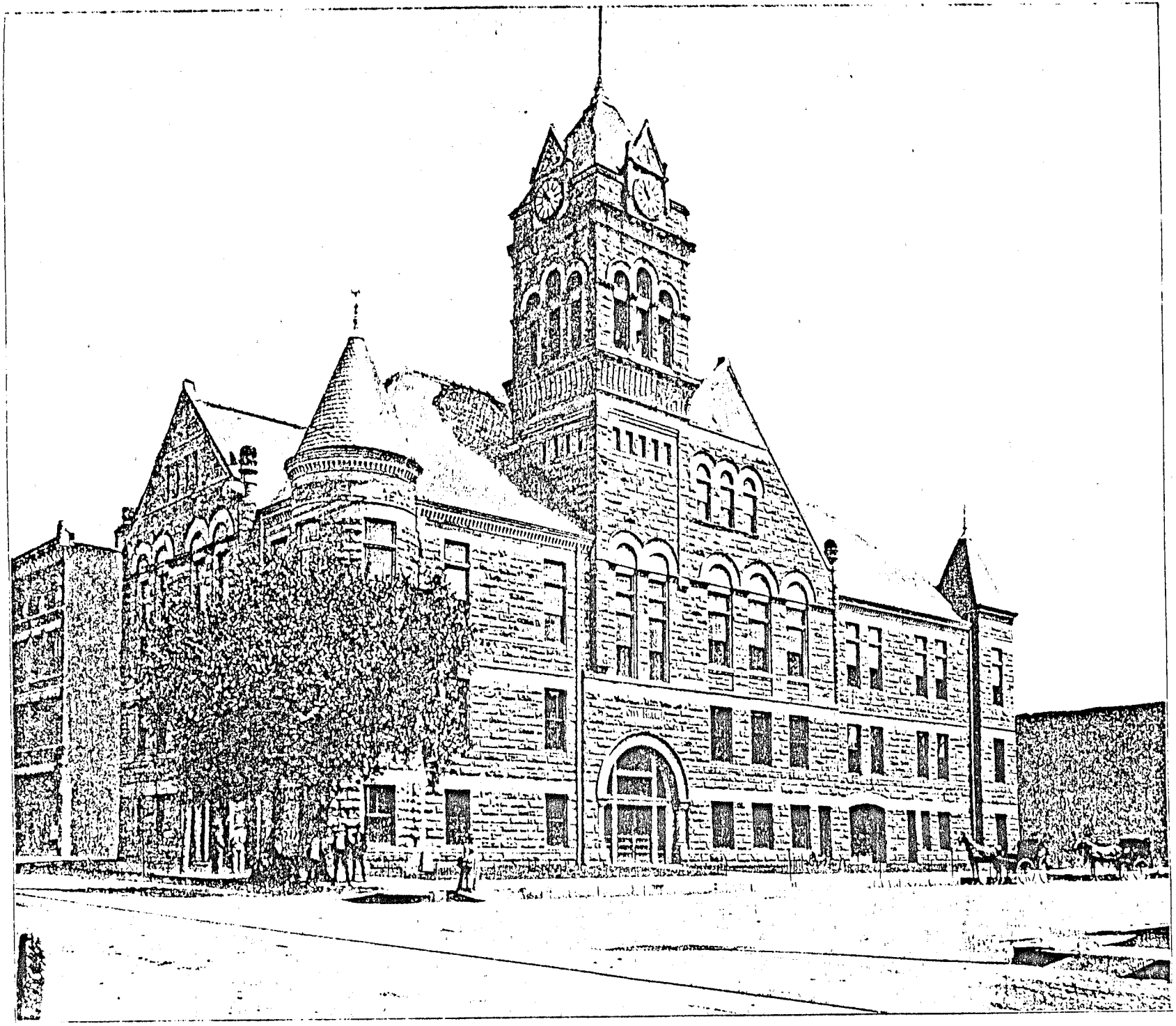
3 NRHP ACTION
A STATE REVIEW COMM APP ☐ DISAPP ☐ TABLED ☐ DATE _____
B FEDERAL REVIEW APP ☐ DISAPP ☐ TABLED ☐ DATE _____

4 D.H.P. SOURCES
☐ COUNTY RESOURCES
☐ W'SHIELD SURVEY
■ NRHP 4/22/82
☐ GRANT _____

☐ DET OF ELIGIBILITY
☐ R & C _____
■ DAVENPORT A/H SURVEY
☐ _____
☐ _____

5 SUBJECT TRACES

6 PHOTO
1608-5



CITY HALL,

Davenport.

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

Brick, Stone, Terra Cotta, Concrete, Adobe, Stucco and Mortar

Building Exterior Masonry

Identify | Protect | Repair | Replace | Missing Feature | Alterations/Additions

< | HOME | >

Standards
Guidelines

Masonry
Wood
Metals

Roofs
Windows
Entrances/Porches
Storefronts

Structural Systems
Spaces/Features/Finishes
Mechanical Systems

Site
Setting

Energy
New Additions
Accessibility
Health/Safety

The longevity and appearance of a masonry wall is dependent upon the size of the individual units and the mortar.

1880s brick building with terra-cotta trim.

Stone is one of the more lasting of masonry building materials and has been used throughout the history of American building construction. The kinds of stone most commonly encountered on historic buildings in the U.S. include various types of sandstone, limestone, marble, granite, slate and fieldstone. **Brick** varied considerably in size and quality. Before 1870, brick clays were pressed into molds and were often unevenly fired. The quality of brick depended on the type of clay available and the brick-making techniques; by the 1870s--with the perfection of an extrusion process--bricks became more uniform and durable. **Terra cotta** is also a kiln-dried clay product popular from the late 19th century until the 1930s. The development of the steel-frame office buildings in the early 20th century contributed to the widespread use of architectural terra cotta. **Adobe**, which consists of sun-dried earthen bricks, was one of the earliest permanent building materials used in the U.S., primarily in the Southwest where it is still popular.

Mortar is used to bond together masonry units. Historic mortar was generally quite soft, consisting primarily of lime and sand with other additives. After 1880, portland cement was usually added resulting in a more rigid and non-absorbing mortar. Like historic mortar, early **stucco** coatings were also heavily lime-based, increasing in hardness with the addition of portland cement in the late 19th century. **Concrete** has a long history, being variously made of tabby, volcanic ash and, later, of natural hydraulic cements, before the introduction of portland cement in the 1870s. Since then, concrete has also been used in its precast form.

While masonry is among the most durable of historic building materials, it is also very susceptible to damage by improper maintenance or repair techniques and harsh or abrasive cleaning methods.

Masonry ....Identify, retain, and preserve

recommended.....

Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets,

Materials and craftsmanship illustrated in stone wall.

railings, cornices, window architraves, door pediments, steps, and columns; and details such as tooling and bonding patterns, coatings, and color.

not recommended.....

Removing or radically changing masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing or rebuilding a major portion of exterior masonry walls that could be repaired so that, as a result, the building is no longer historic and is essentially new construction.

Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance.

Removing paint from historically painted masonry.

Radically changing the type of paint or coating or its color.

Masonry **....Protect and Maintain**

recommended.....

Chemical cleaning to remove dirt from granite.

Protecting and maintaining masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.

Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.

Carrying out masonry surface cleaning tests after it has been determined that such cleaning is appropriate. Tests should be observed over a sufficient period of time so that both the immediate and the long range effects are known to enable selection of the gentlest method possible.

Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.

Inspecting painted masonry surfaces to determine whether repainting is necessary.

Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., handscraping) prior to repainting.

Applying compatible paint coating systems following proper surface preparation.

Repainting with colors that are historically appropriate to the building and district.

Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to the masonry features will be necessary.

Removing felt-tipped marker graffiti with poultice.

not recommended.....

Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, or extreme weather exposure.

Cleaning masonry surfaces when they are not heavily soiled to create a new appearance, thus needlessly introducing chemicals or moisture into historic materials.

Cleaning masonry surfaces without testing or without sufficient time for the testing results to be of value.

Historic brick damaged by sandblasting.

Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration.

Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

Cleaning with chemical products that will damage masonry, such as using acid on limestone or marble, or leaving chemicals on masonry surfaces.

Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints.

Removing paint that is firmly adhering to, and thus protecting, masonry surfaces.

Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.

Failing to follow manufacturers' product and application instructions when repainting masonry.

Using new paint colors that are inappropriate to the historic building and district.

Failing to undertake adequate measures to assure the protection of masonry features.

Masonry **....Repair**

recommended.....

Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.

Duplicating old mortar in strength, composition, color, and texture.

Duplicating old mortar joints in width and in joint profile.

Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

Using mud plaster as a surface coating over unfired, unstabilized adobe because the mud plaster will bond to the adobe.

Preparation for stucco repair.

Cutting damaged concrete back to remove the source of deterioration (often corrosion on metal reinforcement bars). The new patch must be applied carefully so it will bond satisfactorily with, and match, the historic concrete.

Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of masonry features when there are surviving

Replacement stones tooled to match original.

prototypes such as terra-cotta brackets or stone balusters.

Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

not recommended.....

Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.

Loss of the historic character due to insensitive repointing.

Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with a synthetic caulking compound.

Using a "scrub" coating technique to repoint instead of traditional repointing methods.

Changing the width or joint profile when repointing.

Removing sound stucco; or repairing with new stucco that is stronger than the historic material or does not convey the same visual appearance.

Applying cement stucco to unfired, unstabilized adobe. Because the cement stucco will not bond properly, moisture can become entrapped between materials, resulting in accelerated deterioration of the adobe.

Patching concrete without removing the source of deterioration.

Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated of missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.

Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

Masonry **....Replace**

recommended.....

Replacing in kind an entire masonry feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples can include large sections of a wall, a cornice, balustrade, column, or stairway. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

not recommended.....

Removing a masonry feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Design for Missing Historic Features

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

recommended.....

Designing and installing a new masonry feature such as steps or a door pediment when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

not recommended.....

Creating a false historical appearance because the replaced masonry feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new masonry feature that is incompatible in size, scale, material and color.

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Caulking Compounds and Sealants

Joint Coatings/Forest Products Committee;
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Caulking compounds (also called caulks) and sealants are used to fill gaps or holes in surfaces or seal joints between surfaces.[1] Compatibility with a given substrate, including adequate adhesion to the substrate, is an important consideration because two dissimilar surfaces may be involved. Caulk or sealant manufacturers or the substrate manufacturers (for example, a window manufacturer) may provide instructions about compatibility. Sealants and caulking compounds are available in different chemistries (polyurethanes, silicones, acrylics, and modified acrylics, for example) and a range of qualities. Compliance with standard specifications ensures the quality of some of these products.

DEFINITION OF TERMS

Sealants

For purposes of this document, the term "sealant" refers to an elastomeric material that adheres to a given substrate, creating a seal between them, with the seal remaining functional after repeated movement of the substrates relative to each other. Stated another way, the sealant will undergo neither cohesive failure nor will it become de-bonded from either of the substrates after repeated strain/relaxation cycles. The original dimensions of an elastomeric sealant will be recovered after deformation cycles. The degree of deformation (extension and compression) that the material can withstand is the characterization criterion for a sealant. If the material can withstand roughly ± 25% (or more) deformation, it is commonly called a sealant.

Caulking Compounds

For our purposes, the term caulking compound (caulks) refers to a material with limited ability to maintain seal integrity while undergoing deformation. Caulking compounds are not elastomeric; they do not recover their original dimension after deformation as well as sealants. Caulking compounds can be considered crack and hole fillers, useful where the hole or crack dimensions are anticipated to change by relatively small proportions over time.

USE OF CAULKS AND SEALANTS

As indicated, caulks and sealants are used to fill gaps or holes in surfaces or to seal joints between surfaces. For example, surface indentation from over-driven fasteners may occur in new construction, cracks and holes in substrates may develop over time, and gaps between substrates will be found at expansion joints. Gaps at expan-

sion joints are necessary and will occur even with perfect craftsmanship. Other gaps resulting from acceptable margins of error in construction will also be present. Filling holes, gaps, and cracks is often desirable for aesthetic reasons. Caulks and sealants can also serve functional purposes. By limiting water intrusion through holes, cracks, and gaps, well designed and properly applied sealant joints can enhance building serviceability and durability. In some cases, sealant joints are essential to building durability. Caulks and sealants may also be essential components of building air-barrier systems, which, if adequately designed, can lower building energy consumption and enhance building durability.

STANDARDS FOR CAULKS AND SEALANTS

Caulks and sealants are commonly marketed as conforming to ASTM International specifications. ASTM International is a not-for-profit organization that provides a global forum for development and publication of voluntary consensus standards for materials, products, systems, and services.

Members of ASTM International typically represent entities such as product producers, commercial testing laboratories, commercial users of products or services, government agencies, trade associations, building code organizations, and academia. Task groups develop individual standards within ASTM International and operate within the auspices of subcommittees, which in turn operate within committees.

Committee C24 is the committee within ASTM International concerned with building seals (caulks and sealants). Through its task groups, Committee C24 has developed product specifications. These include the following:

- Designation C 834, Standard Specification for Latex Sealants
- Designation C 920, Standard Specification for Elastomeric Joint Sealants
- Designation C 1311-02, Standard Specification for Solvent-Release Sealants

Solvent-release sealants are not commonly used in joints for wood or wood-based substrates. Therefore, standard specifications C 834 and C 920 are discussed in some detail below, whereas C 1311 is not. Conformance of a sealant with the applicable specification is typically indicated by labeling on the product packaging (on the tubes of sealant).

Committee C24, through its task groups, has also developed a guide for use of joint sealants (Designation C 1193) and a listing of standard terminology related to building seals and sealants (Designation C 717). The standard terminology (C 717) does not make a distinction between "sealant" and "caulk." Nonetheless, the term "sealant" is commonly used when referring to high-performance (elastomeric) products. A sizable number of people interpret this as meaning that the term "caulk" (as a noun) does not refer to elastomeric products.

Bargain Quality Products

Caulk or sealant products with packaging that shows no indication of conforming to an ASTM specification tends to be of low performance.

Good Quality Products

Caulks and sealants that conform to Specification C 834 perform well in most uses. Standard C 834 specifies required performance in eight different ASTM standard test methods. The specification recognizes two different sealant types based on degree of opacity of the cured sealant, either opaque (type OP) or clear/translucent (type C), and three different sealant grades based on flexibility at low temperature (grades –18, 0, and NF). Grades –18 and 0 are required to meet the flexibility criterion of ASTM Test Method C 734 at –18°C (0°F) and at 0°C (32°F), respectively. Grade NF is not required to meet a performance criterion for flexibility at low temperature.

Required performance in some of the test methods is dependent on type and grade. The test methods include evaluation of extrudability (ability of the material to be forced, pressed, or pushed out), performance after artificial weathering, volumetric shrinkage upon cure, low temperature flexibility, extension-recovery, adhesion, slump, stain resistance, and of time during cure to loss of tack. In general, the standard test methods referenced in C 834 are specifically for evaluation of water-emulsion (latex) sealants.

Top Quality Products

Caulks or sealants that conform to Specification C 920 are top quality (high performance) products. Seven use categories are listed in C 920. Two categories relate to joints in paving and one relates to joints that are submerged continuously in liquid. Three categories relate to specific substrates (Uses M, G, and A for mortar, glass, and aluminum substrates, respectively). The seventh use category (Use O), relates to uses not addressed by the other categories. Standard C 920 specifies performance in nine different ASTM standard test methods. Test methods referenced in C 920 are typically more strenuous than are those referenced in C 834. Specification C 920 covers a wide variety of elastomeric building sealants categorized by type, grade (viscosity), class (resistance to cyclic fatigue), and use. Type refers to whether the sealant is single-component or multi-component. Viscosity has two

"Conformance with an ASTM specification indicates that the product has been evaluated for performance in standard test procedures under well-controlled and documented conditions during its development."

categories: pourable (also known as "self-leveling") and non-sag (also known as "gunnable"). Five different classes define the degree to which the sealant can withstand cyclic movement without failing cohesively or becoming de-bonded from the substrates. Classes with higher numbers can withstand greater cyclic movement. The standard defines seven different use categories depending on the substrates for which the sealant is intended. In residential construction, the sealants used with wood and wood-based substrates are Type S (single component), Grade NS (non-sag), and Use O (other).

Sealants used in residential construction that conform to C 920 have traditionally been polyurethanes or silicones; over the last two decades, high-performance acrylic and modified acrylic latex sealants have been developed that meet the requirements for certain classes of C 920. C 920 was first released in 1979. At that time, emulsion (latex) sealants were generally unable to meet the performance requirements of the standard.

Formation of effective sealant joints using polyurethanes and silicones may require appreciable skill. Contractors specializing in sealant application to curtain walls of high-rise structures generally use these sealants. Homeowners do not always fully realize the high-performance attributes of these sealants. As we have indicated, high-performing latex sealants are available; they meet the performance requirements of certain classes outlined in C 920. Persons with limited training generally find these to be more user-friendly than silicone and polyurethane sealants. To ensure that the caulk or sealant you intend to use for your project is appropriate for specific substrates, we recommend that you follow the manufacturer's installation instructions.

Importance of ASTM Rating

Conformance with an ASTM specification indicates that the product has been evaluated for performance in standard test procedures under well-controlled and documented conditions during its development. Commercial testing laboratories (laboratories hired by, but otherwise independent of, the product manufacturer) often conduct performance evaluations, although ASTM does not require this. Contractors that perform specialized services (for example, contractors that specialize in window installation) may indicate in contract documents that the sealants they use conform to ASTM specifications.

INTERIOR APPLICATIONS

In virtually every building or home are gaps where molding contacts the walls or where pieces of molding join. Paints usually cannot fill gaps more than 2 mm (1/16 in.); therefore, it is best to seal these gaps with caulk, which is easier to use than spackle or wood filler. Some examples where caulk can be used are around crown molding, chair rails, baseboards, door and window frames, gaps in mitered corners, and small wall cracks. We recommend caulking around the top and sides of panels, but leaving bottom joints open to allow water to drain from behind panels if they get wet.

Latex caulking compounds are well suited for filling cracks in plaster and drywall. Filling the cracks with latex caulk is less time-consuming than making repairs using tape and drywall joint compound. If the wall has a textured surface, it is difficult to blend the edges of a repair made with drywall joint compound and tape into the surrounding wall texture pattern. In contrast, repairs using latex caulk can usually be easily "tooled" with a wetted finger or rag, and the repair blended into the texture pattern of the wall.

Sealant joints commonly serve functional purposes in "wet" interior rooms such as bathrooms, kitchens, laundry rooms, and commercial utility rooms. They protect walls, wall finishes, cabinets, and floors from water seepage at joints. Caulking not only protects these areas, but provides an attractive, finished appearance.

The following places require sealants to protect against water damage: where countertops meet splashboards; where splashboards meet walls; where sinks meet countertops; around bathtubs; in showers where walls and floor meet; and around drains in sinks, tubs, and shower stalls.

CONCEALED APPLICATIONS

The majority of windows used in contemporary residential construction are flanged or "nail-fin" windows, which are anchored by driving fasteners through the flanges. The exterior cladding system or exterior trim is subsequently installed over the flanges; the flanges are concealed once construction is complete. Two consensus documents address window installation in residential construction: ASTM E 2112-07, *Standard Practice for Installation of Exterior Windows, Doors, and Skylights;* and AAMA 2400-02, *Standard Practice for Installation of Windows with a Mounting Flange in Stud Frame Construction*. Each of these documents specifies that the jamb and head flanges of nail-fin windows be embedded in sealant. ASTM E 2112 also recognizes the benefit of a perimeter air seal, between

the window frame and the rough opening, situated at the interior edge of the window frame. The air seal is made after the window is anchored; the seal is installed from the interior. The two most effective ways to form this interior air seal are with aerosol-dispensed foam or with backer rod and sealant. Finally, ASTM E 2112 also addresses installation of non-flanged windows. The document recommends that this type of window be installed with a sill-pan flashing. There are various types of sill-pan flashings and various means of installing them. Most installations of sill-pan flashings involve use of sealant. In some installations, backer rod and sealant are used to form a back dam for the sill-pan.

Uncontrolled air leakage between living spaces and attics or cathedral ceilings ("roof spaces") can influence energy use in residential buildings, particularly in temperate and cold climates. Because uncontrolled air movement almost always occurs in three dimensions through inter-connected passageways, air leakage between living spaces and roof spaces is often through pathways that involve both walls and ceilings. Interior partition walls that enclose plumbing vents, electrical wiring, or ducts may serve as important "ceiling bypasses" through which large amounts of air leakage occur. Holes drilled in framing for utilities (plumbing and electrical wiring) may contribute substantially to air leakage, inasmuch as the holes are commonly oversized. One can restrict air movement through ceiling bypasses by using a combination of rigid or semi-rigid blocking materials, aerosol-dispensed foams, and sealants. Aerosol-dispensed foams are typically more rigid after cure than are cured sealants. The rigidity of aerosol-dispensed foams sometimes poses problems (for example, where relative movement between framing and a plumbing vent stack may occur seasonally). Generally, perimeter seals should be installed anywhere plumbing or wiring penetrates a wall top plate. This is obviously easiest to do during construction, but provided the attic is accessible, one can seal these holes after construction is completed. Air leakage commonly occurs through interconnected walls and ceilings; therefore, limiting air exchange between the living space and wall cavities limits air leakage. We recommend sealing around the perimeter of electrical boxes and places where plumbing lines emerge from walls.

Air leakage by duct systems can result in substantial energy loss; therefore, we recommend that duct systems be sealed. Among the places where a duct system can leak are the interfaces of register boots with walls or ceilings. Duct contractors do not typically concern themselves with these interfaces; they typically concentrate on joints in sections of duct and on joints between duct sections. A homeowner or a general contractor can form seals between register boots and the wall or ceiling by using caulk or sealant. They commonly use latex caulks because they are easy to apply, allow for convenient clean up, emit the least smell, and have adequate properties for the application. Register grilles typically conceal the joints between register boots and the wall or ceiling surface.

EXTERIOR APPLICATIONS

On building exteriors, well-designed joints and properly applied sealant can inhibit water intrusion. Some exterior-wall cladding systems rely on sealant joints where they interface with other components such as windows and doors; others do not. Regardless of the type of cladding system, sealant joints are typically desirable where the wall is penetrated by a pipe, conduit, or vent.

Sealants are not an adequate substitute for good design and proper flashing of wall cladding. Sealants are a means to limit water intrusion, not a means to eliminate it, because it is virtually impossible to exclude water completely from penetrating the cladding system. Sealants must be used in concert with flashing, design details that encourage water shedding at the outer surface (*Figure* 1), and cladding installation methods that encourage drying when water penetrates the cladding system. The figure shows a flashing above the door's head casing and a capillary break (air gap) between the flashing and the siding. Note that sealant is not merely a fillet bead but rather the sealant was tooled into the gap between the siding

Figure 1—Corner of door showing flashing above the door's head casing, z-flashing at the horizontal joint between the sheets of plywood panel siding, and sealant between siding and the door's jamb casing.

and molding. A backer rod behind the sealant eliminates shear stress, which greatly decreases potential de-bonding of the sealant. The door corner that can be seen in the *Figure* 1 photo (below the head casing and to the left of the jamb casing) is a wood storm door. The primary door is hidden from view by the storm door. Even under the best circumstances, portions of sealant joints may fail prior to a maintenance cycle. When this occurs, it is imperative that the remaining sealant does not inhibit dissipation of water.[2]

Sealants have been used successfully in high-rise structures in conjunction with metals, glass, and masonry for decades. In successful high-rise installations, the joint is designed to minimize shear stresses on the sealant; a cyclic movement of the joint is calculated (and determined to be within tolerances for the sealant); and a quality assurance program is in place. Joint design includes means to avoid strain concentrations in the sealant (use of backer rod or bond-breaker tape behind the sealant) and control of joint width and shape (to limit cyclic stressing on the sealant). Architects and engineers design sealant joints and specialized tradesmen install them. A third party often inspects the completed installation, and the inspection sometimes includes disassembly. In residential construction, the wind-driven rain loads are lower than in high-rise construction. Successful use of exterior sealants in residential construction is nonetheless dependent on attention to joint design and on careful workmanship. Inadequately designed sealant joints between siding and a window or an exterior window casing often fail within a year or two. In typical residential construction the joints are often too narrow, and a means to avoid strain concentration (a bond-breaking tape behind the sealant) is often omitted. Shear forces on the sealant are thus excessive and the joint fails.

Though some caulking compounds and sealants can be applied at temperatures as low as –35°C (–30°F), it is best to avoid applying these products at temperatures below 5°C (40°F).

SURFACE PREPARATION

Caulking compounds and sealants must adhere well to substrates to perform well. They will not adhere well to a surface contaminated with dirt, mildew, oil or grease, failing paint, or old caulk.[3] Sealants generally do not adhere well to surfaces that are extremely smooth or that may crumble or disintegrate.

Failing paint and old caulk must be removed. This is generally done by mechanical methods (scraping and use of abrasive materials). Paint that has a chalked surface but is otherwise intact may be stabilized with a primer paint formulated for adhesion to chalked surfaces. Oil or grease can often be removed with alcohol. Hydrocarbon solvents like naphtha or xylol (paint thinner) are effective for removal of oil or grease but typically do not evaporate as rapidly as alcohol, and pose greater health risks. Mildew may be removed with a bleach solution. Dirt can typically be removed with water and a mildly abrasive pad. Soap or detergent solutions tend to leave a residue that can interfere with adhesion, and thus we do not recommend their use.

APPLICATION CONDITIONS AND TECHNIQUES

The ambient conditions during application of caulks and sealants are important. Recommendations on product packaging usually indicate suitable weather conditions during application and for 24 hr following application. Generally, waterborne (latex) caulks and sealants should not be applied if you expect rain or a temperature below 40°F (~5°C) within 24 hr of application.

Adhesion to substrates is improved by tooling the sealant before it cures, because tooling ensures uniform sealant contact with the substrate materials and works air bubbles from the sealant. Tooling usually results in a more aesthetically pleasing joint as well. Tooling will push sealant into the joint. A backer rod prevents excessive depth of sealant in tooled joints and also provides a non-adhered interface at the back of the sealant, which minimizes shear stress within the joint. The techniques for fitting backing materials (such as backer rod) into joints and for tooling sealant joints can be complex; therefore, we recommend that detailed installation instructions be obtained from sealant suppliers.[4]

Table 1—Guidelines for the best caulking compounds and sealants for a given application.

Specific Property	Siliconized Acrylic	Acrylic	Vinyl Acrylic	Silicone Rubber	Solvent-Release Butyl Rubber	Polyurethane	Clear Solventborne
Superior adhesion to a wide range of building materials (wet)	X	X			X	X	X
Superior adhesion to a wide range of building materials (dry)	X	X	X		X	X	X
Maintains pliability over time	X	X		X		X	
Paintable with latex and oil-based paints	X	X	X		X	X	X
Flexible at low temperatures	X	X		X		X	X
Easy to apply—does not stick to fingers and clothes	X	X	X				
Easy to clean up	X	X	X				
Low odor	X	X	X	Some			
Can be applied to at <0°C				X	X	X	X
Flammable				X	X	X	X
Fast setting—can be sprayed with water after application				X	X	X	X
Good water resistance	X	X		X	X	X	X

PAINTING

Paints are likely to come in contact with caulks and sealants, whether by accident or choice. Most sealants can be painted with interior or exterior paints. The exception is silicone sealant. Siliconized acrylics are not the same as silicones; they can be painted with a latex paint or some stains.[5, 6] As with any other task, using top-quality paint will provide superior long-term performance (*Table* 1).

COMMON MISCONCEPTIONS

Misconception: Caulks and sealants often shrink objectionably.

FACT: Shrinkage varies with the type of caulk or sealant. Water emulsion (latex) caulk or sealant compounds will shrink after application. The shrinkage occurs by evaporation of water. With some latex products and in some applications, the degree of shrinkage may be objectionable. However, this is not common. High-solids caulks and sealants such as silicone or polyurethane sealants, which typically contain around 95% + solids, do not noticeably shrink.

Misconception: Siliconized acrylic and silicone caulks and sealants are the same.

FACT: Siliconized acrylic caulks and sealants contain a small amount of a silicone-like material to give them better adhesion. A silicone caulk or sealant is about 95% or more silicone polymer.

Misconception: Caulks and sealants can be applied regardless of air temperature.

FACT: Though some caulking compounds and sealants can be applied at temperatures as low as –35°C (–30°F), it is best to avoid applying these products at temperatures below 5°C (40°F). Below this temperature, the likelihood of frost presence on substrate surfaces is high; this will interfere with adhesion. If it is necessary to apply material below 5°C (40°F), then standard architectural solventborne and silicone sealants are likely to be more suitable than latex caulks or sealants.

Misconception: If the caulk or sealant does not stick to your hands, tools, or clothes, it will not adhere well to the applied surface.

FACT: Most water-emulsion latex caulks and sealants are designed to wash off your hands, clothes, and tools easily. The high-quality latex emulsions have outstanding adhesion. The easy cleanup does not translate to adhesion performance.

Misconception: Caulking compounds and sealants are only used to seal joints and cracks.

FACT: Lately, contractors and Do-It-Yourselfers (DIY) have discovered that these materials can be used in preparing walls and trim for painting. If the cracks are small enough, caulking compounds and sealants can replace traditional putties and muds that require several coats and sanding before painting. A wet finger or a tool need only smooth caulking compounds and sealants. It is important that only high-quality water-based caulking compounds be used. Low-quality latex or solventborne caulking compounds and sealants will be prone to leach through the paint.

Misconception: Solvent-based caulks and sealants are flammable forever.

FACT: While wet, solventborne caulks and sealants and their fumes are flammable (combustible). This is because the solvent carrier is flammable; the caulk or sealant itself is not. Once dry, the caulk or sealant is no longer flammable. When applying solventborne caulks and sealants, one should take care to maintain good ventilation and eliminate all ignition sources such as water heater and oven pilot lights and avoid lighting cigarettes and using electric tools. Follow safety recommendations listed on the package.

This does NOT mean that the caulks and sealants are intumescent or prevent flame spread. Testing has shown that cured caulk and sealant films do not contribute to flammability of a substrate, but neither will they prevent the substrate from burning.

Misconception: Any caulk or sealant can be applied over any substrate.

FACT: Not all caulks or sealants can be used with all substrates. Some caulks or sealants could be incompatible with the surface. For example, acid-cure silicones are slightly corrosive and thus not compatible with metals or alkaline substrates such as brick, stucco, or concrete. The details of all substrate-caulk/sealant interactions are too great to be addressed in this article. The best course of action is to read the label recommendations on the product. The label recommendations will typically indicate the substrates with which the material is compatible. Producers of building components will, over time, introduce new substrates, which may not be compatible with existing caulks or sealants (i.e., they may not adhere to them). Performing in-house DIY adhesion tests with unfamiliar substrate materials can be instructive.

CONCLUSION

Caulking compounds and sealants are widely used in building construction and renovation. They have a wide range of possible uses, some of which are largely aesthetic and some of which are functional. When used properly according to manufacturer's instructions and when attention is paid to workmanship, caulks and sealants can provide substantial benefits. To ensure the best quality job, we recommend that the user check for the most up-to-date practices through articles in *Journal of Light Construction*[7]; Adhesive and Sealant Council[8]; Sealants, Waterproofing, and Restoration Institute[9]; or other trade sources[10]; and comply with building codes.

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AUTHORS

Authors are members of the Joint Coatings/Forest Product Committee. The American Coatings Association and the Forest Products Laboratory co-sponsor the committee, and it is comprised of representatives from the wood and coatings industries. The committee functions through task groups organized to write articles on wood/paint interaction. **Doug Mall** is the chair of the Caulks & Sealants Task Group.

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City of Davenport
Historic Preservation Commission

Department: DNS **Date**
Contact Info: Matt Werderitch 563.888.2221 **2/8/2022**

Subject:
Case DNRHP22-01: Request for demolition of 2223 West 1st Street. Individually listed on the National Register of Historic Places. The Evangelical Lutheran Good Samaritan Society, petitioner. [Ward 1]

Recommendation:
The gardener's cottage and garage at 2223 West 1st Street does not meet the criteria in Section 14.040.B of the Davenport Municipal Code for designating the structure as an individually listed Local Historic Landmark.

Staff recommends that the Historic Preservation Commission approve demolition of the gardener's cottage and garage at 2223 West 1st Street.

Background:
There is a demolition request for the gardener's cottage and detached garage at 2223 West 1st Street. The site is listed on the National Register of Historic Places due to its social and humanitarian significance.

Property Background:
The Clarissa Cook Home for the Friendless was constructed in 1881-1882 using limestone from a quarry near Buffalo, Iowa. The social and philanthropic project began as a result of Clarissa Cram Cook's will, which established a facility directed at "destitute and indigent" women of 60 years of age or older. Life tenancy was provided for the women after they paid a $100 admission fee.

The home was operated by a board of managers composed of prominent businessmen, industrialists and attorneys using income from the Home's endowment to supplement income from the residents.

In 1905 the Home platted a ten acre addition to the city for the establishment of a residential neighborhood. The $650 lots were sold and the Cook Home under wrote the sales with loans to the buyers for the erection of houses. The Home prospered through the 1920's until in 1932 endowment income and monthly income failed to cover expenses.

From 1932 until 1939 the Home received assistance from the City and County governments to continue operation. Additional difficulty came in 1942-44 because of the difficulty of retaining employees because of the war.

In 2013, Evangelical Lutheran Good Samaritan Society purchased the property and converted the 35 room building into 9 senior living apartments. The Cook Legacy Village continues to operate today.

Demolition Request:
While there are no proposed changes to the historic structure, the applicant is proposing to tear down the gardener's cottage and garage at the northwest corner of the property. According to the historic property inventory sheet, the gardener's cottage was constructed in 1893. However, there

is very little historic documentation for this building.

The City's Building Department has provided a permit from December 7, 1923 for the construction of a garage on the site. Subsequently, on September 20, 1954 a permit was issued to demolish this garage and construct a new garage in its place.

The Good Samaritan Society of Davenport has cited the following explanation for demolition:

> "The home and garages at 2223 West 1st Street, Davenport, IA, would be better to demo and remove the structures in lieu of repair and update. The costs to repair and update would not be worth the investment, because of the age and wear & tear of the buildings. And leaving the buildings as is causes dangers and liability risks to our apartment building residents and the neighborhood."

Demolition Review Process:
When there is a request to demolish a building listed on the National Register of Historic Places, which to date has not been designated as a local landmark, the Historic Preservation Commission shall make a determination to allow demolition or delay demolition by considering the criteria in Section 14.070.B of the Davenport Municipal Code.

In the event the commission votes to delay demolition, by a 3/4 vote of its members present, the commission shall have staff prepare an individual property nomination for designation as a local landmark as outlined in Section 14.040 of the Davenport Municipal Code. The structure shall be designated based upon its own merits, rather than the merits of the Clarissa Cook Home.

Section 14.070.B of the Davenport Municipal Code: Criteria for Demolition Request
1. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of the building(s) on the property, their suitability for rehabilitation, and possible new uses for the property;

> *Following the January 11, 2022 Historic Preservation Commission Work Session, the applicant has submitted a Home Inspection Report conducted by Precision Builders. The report identifies the following exterior items as defective in the gardener's cottage: grading/drainage, porch/stoop, roofing, gutters/down spouts, siding/trim, windows, foundation, interior foundation, under floor framing, floor/slab, and crawl space. The garage floor, roof, siding/trim, and overhead doors were also listed as defective in the Home Inspection Report. In addition, water service and power have been shut off to both the home and garage. Attached is a copy of the report.*
>
> *The report defines defective as, "The item/system failed to operate/perform its intended function, was structurally deficient, was unsafe or was hazardous at the time of the inspection."*
>
> *It can be reasonably inferred that the cause of deterioration is a result of deferred maintenance, which likely began prior to the Evangelical Lutheran Good Samaritan Society's purchase of the property in 2013.*

2. The assessed value of the land and improvements thereon according to the two most recent assessments;

2021 Assessed Value:

i. Land Value: $7,080
ii. Dwelling Value: $55,650
iii. Net Assessed Value: $62,730

2020 Assessed Value:

i. Land Value: $7,080
ii. Dwelling Value: $48,630
iii. Net Assessed Value: $55,710

3. The real estate taxes paid during the previous two years;

2020 Net Taxes Due: $1,238
2019 Net Taxes Due: $1,210

4. All appraisals obtained by the owner or applicant in connection with his purchase, financing or ownership of the property;

No documentation provided.

5. Any listing of the property for sale or rent, price asked and offers received, if any;

No documentation provided.

6. All building, fire and housing code violations which have been listed on the property for the past two years;

There are no building, fire, or housing code violations on file with the City of Davenport.

7. Any federal, state or local citation(s) which have determined the building to be a nuisance under applicable law;

There are no citations on file.

8. Estimated market value of the property after completion of the proposed demolition and after renovation of the existing property for reuse; and

The applicant has not provided an estimated market value of the property after completion of the proposed demolition or after renovation of the existing structure for reuse. In addition, a quote to demolish the structure has not been received by staff. A letter from Precision Builders Incorporated has been submitted, which provides a rough estimate between $250,000 to $300,000 to rehabilitee the gardener's cottage and garage.

At the January 11, 2022 Historic Preservation Commission Work Session, the Commission directed the property owner to investigate the option of subdividing the gardener's cottage and garage into a separate lot. The structures could then be marketed as a single-family home and sold separately. This would preserve the property and

reintegrate the home back into the surrounding neighborhood.

The Good Samaritan Society of Davenport submitted a letter dated February 2, 2022 discounting the possibility of rehabilitating the structure for senior living, flipping the home, and subdividing the property for sale.

9. If the property is income-producing; annual gross income from the property for the previous two years; Itemized operating and maintenance expenses for the previous two years; annual cash flow, if any, for the previous two years; and proof that efforts have been made by the owner to obtain a reasonable return on his investment.

No documentation provided.

Section 14.040.B of the Davenport Municipal Code: Commission Designation Process
Designation criteria. 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:

1. It is associated with events or persons that have made a significant contribution to the broad patterns of the history of the city, county, state and/or the nation;

There are no historic events or persons associated with the gardener's cottage or garage. The significance of the property is due to the important local charity institution - The Clarissa Cook Home. According to the historic inventory sheet, "The home was typical of the private philanthropic activities undertaken in Davenport at the end of the 19th Century." The gardener's cottage and the garage are not an integral part of the historic site, nor does it contain historic merit on its own standing.

2. It embodies the distinctive characteristics of an architectural style valuable for the study of a type, period or method of construction; and/or

No architectural style was identified on the Historic Building Data Sheet for the gardener's cottage or garage. However, the architectural style of the Clarissa Cook Home for the Friendless is listed as medieval in character with heavy limestone masonry. These design features and building materials were not replicated on the gardener's cottage, thereby offering minimal architectural significance to the structures.

3. It represents the work of a master builder, craftsman, architect, engineer or landscape architect or possesses high artistic values.

There is no master builder, craftsman, architect, engineer, or landscape architect associated with the cottage or garage. In addition, no notable features are listed on the Historic Building Data Sheet for these structures. A prominent architect, Eugene C. Gardner, designed the Clarissa Cook Home. However, there is no documentation indicating that Gardner was the architect of the cottage. Furthermore, the garage was constructed in 1954.

ATTACHMENTS:

Type	Description

Backup Material	Good Samaritan Society Letter
Backup Material	Letter from Precision Builders Inc.
Backup Material	Home Inspection Report
Backup Material	Background Materials & Photos
Backup Material	Historic Property Inventory Sheet
Backup Material	Garage Building Permit
Backup Material	Email Correspondence
Backup Material	Application
Backup Material	Scott County Parcel Report-Gardener's Cottage
Backup Material	Scott County Parcel Report-Senior Apartments
Backup Material	Historic Preservation Ordinance-Demolition Review Process

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	2/4/2022 - 1:46 PM

Good Samaritan Society®
Davenport

700 Waverly Rd
Davenport IA 52804-4300

Phone: 563-324-1651
Fax: 563-336-3963
www.good-sam.com

February 2, 2022

Matt. Werederitch
Planner II/ Development & Neighborhood Services
City of Davenport

Re: Property located at 2223 W. 1st Street

Thank you for the continued communication for the property listed above. We want to provide you some answer to your questions.

- No. Good Samaritan Society (GSS) does not consider this to be a feasible option as the level of investment required to bring this property up to a suitable condition of being a live-able and marketable space is beyond an acceptance return on investment. Considering the current market rate for rental units, the investment exceeds feasibility. Sub diving the property would add further legal and real estate expenses putting feasibility even further out of reach.
- We at GSS serve the elderly population and the Cook Legacy property is an age restricted community. Even if it was financially feasible to restore this property to a marketable condition, (which it is not based on our estimation), this property is not conducive to serving the elderly. It does not meet accessibility requirements and has a basement as well as an upstairs. The bedroom and bathroom are on the second floor which is not accessible.
- GSS does not have funding to invest in restoring this property to marketable condition, especially considering the negative ROI proposition. If the property cannot be demolished and returned to green space, its condition will continue to deteriorate and may introduce unwanted circumstances to this area of the community and/or pose safety risks to the current residents of Cook Legacy Village.
- The budget numbers to restore the property prepared by the contractor "Precision Builders" was between $250,000 to $300,000, to bring it up to the market standards.

We are hoping this will answer some of the hard questions we all are facing with this property. Again, thank you for your continued support.

Sincerely,

Letha Dolph

Letha Dolph
Administrator
Good Samaritan Society of Davenport

Precision Builders
INCORPORATED

General Contractor
Commercial

January 27, 2022

Good Samaritan Society
c/o Mr. Keith Kieliszewski

Dear Mr. Kieliszewski,

Attached is the inspection report file for the property at 2223 - 1st Street, Davenport, IA from NPI.

As indicated, there are many code violations and structural issues at this property, in addition to life safety concerns, that in my opinion would suggest this property to be condemned.

If you choose not to seek condemnation and have the necessary repairs and updates made, we can evaluate it further to establish the actual repair costs, but as it stands now, my rough estimate would be $250,000 - $300,000. The neighborhood may not support an investment of this magnitude.

Please let me know if you have any further questions.

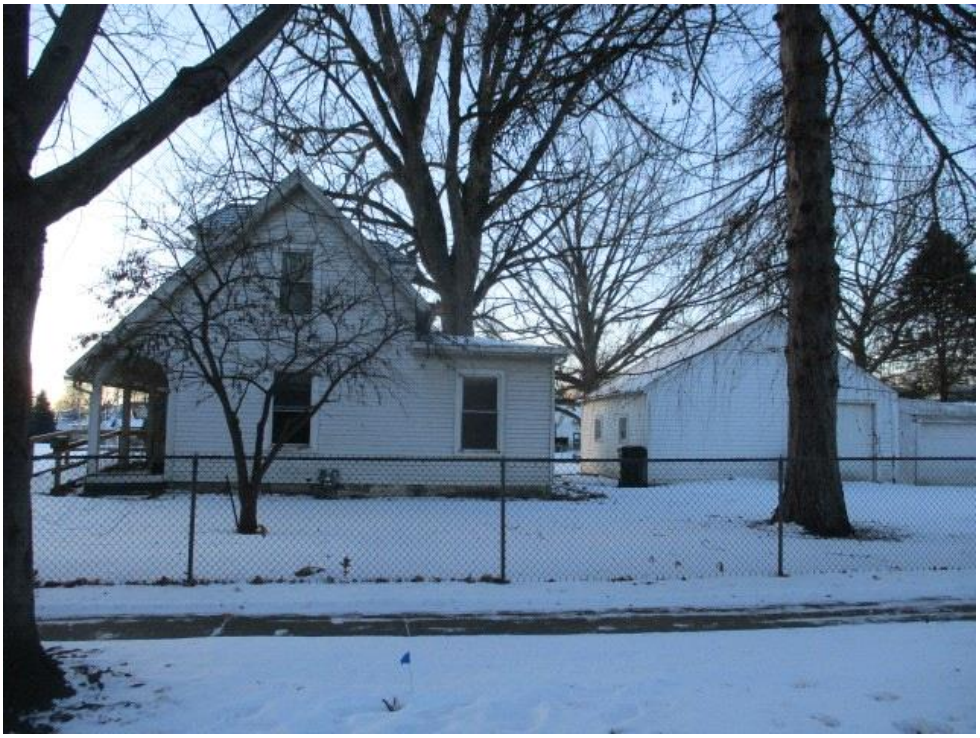
Sincerely,

Steve Zelle
Vice President

3255 Fields Drive • Bettendorf, Iowa 52722 • Phone: (563) 332-3200 • Fax (563) 332-2700

National Property Inspections

Precision Builders, 2223 1st St, Davenport , IA, 52802



Wednesday, January 26, 2022

Inspector
James Laban
563-359-6749

National Property Inspections

Precision Builders, 2223 1st St, Davenport , IA, 52802

INVOICE #: 5879

Inspection Date : 1/26/2022 8:00 AM

3342 Summertree Ave
Bettendorf IA 52722

Client Name : **Precision Builders**

Property Location : **2223 1ST ST**
DAVENPORT IA 52802

Billing Address :

Client Phone : (563) 529-5305

Client Email : steve@precisionbuildersinc.com

TYPE OF INSPECTIONS PERFORMED

Home Inspection	$335.00
Total	$335.00
Amount Due	**$335.00**

Buyer Agent Information

Agency : **None**

Agent : **None**

SCOPE OF SERVICES PROVIDED

SCOPE OF THE INSPECTION: A home inspection is a noninvasive, visual observation and operation of the accessible systems and components of real property, including buildings and other improvements. Its purpose is a) to identify conditions that, in the professional opinion of the Inspector, are significantly deficient or b) to identify systems and components that are at the end of their service lives.

The Inspection is strictly limited to the examination of readily accessible, installed systems and components of homes by using normal operating controls and opening readily operable access panels, where applicable, of the following components of the Property: structure, foundation, exterior, roof, attic, major mechanical systems (heating, air conditioning, electrical, and plumbing), built-in appliances, and interior (floors, ceilings, walls, windows, and doors). All components will be inspected using the current Standards of Practice (SOP) of the International Association of Certified Home Inspectors ("InterNACHI"), posted at www.nachi.org. Where multiple instances of the same component exist, a representative number shall be inspected. The observations of conditions are limited to those areas of the home which can be reached, entered, or viewed without difficulty, moving obstructions, or requiring any action which may result in damage to the Property or personal injury to the Inspector. Any additional services outside the list of components in this contract or in those rules must be specifically agreed to in writing between the Inspector and the Client.

The Inspector will prepare and provide the Client with a written report for the sole use and benefit of the Client. The written report shall document any deficiencies discovered in the Property's systems and components. A deficiency is a condition that, in the reasonable judgment of the Inspector, is not functioning properly or is unsafe. In addition, the written report will comment on the normal service life of a system or component. However, the fact that a system or component is near, at, or beyond the end of its normal service life is not, in itself, a deficiency in the system or component.

Nothing in the report and no opinion of the Inspector should be construed as advice to the Client to purchase, or not to purchase, the Property, or serve as a prediction of future conditions or the value of the Property. Further, any descriptions of deficiencies of the Property should not be interpreted as estimates for the costs of repairs to any system or component of the Property.

CLIENT'S DUTY: The Client understands and accepts that the Inspection and report, in accordance with this Agreement, are intended to reduce, but cannot eliminate, uncertainty regarding the condition of the Property. The Client is responsible for reviewing the permit history and for researching any legal actions or insurance claims involving the Property.

The Client agrees to read the entire written report when it is received and to promptly contact the Inspector with any questions or concerns regarding the Inspection or written report. The written report shall be the exclusive findings of the Inspector. Verbal representations not recorded within the Inspection report are not part of the Inspection.

The Client acknowledges that the Inspector is a generalist and that further investigation of a reported condition by an appropriate specialist may provide additional information on the condition of the Property. Should the Inspector's report reveal any additional conditions that require further investigation or repair, the Client agrees that any further evaluation, inspection, and repair work needs to be provided by competent and qualified professionals who are licensed and/or certified to perform the work.

In the event the Client becomes aware of a reportable condition not contained in the written inspection report, the

Client agrees to promptly notify the Inspector and allow the Inspector and/or the Inspector's designated representative(s) to inspect said condition(s) prior to making any repair, alteration, or replacement. If the Client fails to so notify the Inspector and fails to allow an additional inspection, then any costs of such repairs, alterations or replacements will be entirely at the Client's cost without recourse against the Inspector.

LATENT DEFECTS: The Client agrees that the Inspection is not a technically exhaustive investigation or evaluation of every aspect of the Property. The Client acknowledges and agrees that the Inspection and the written report will not reveal every existing deficiency and future condition affecting the Property. The Inspector is not responsible for the non-discovery of any latent defects of the Property or any problems that may occur or become evident after the date of the Inspection. Latent defects of the Property include, but are not limited to: cracking, leaking, surface dislocations, or landslides resulting from, without limitation to, water leaks, land subsidence, or other geological problems. The Inspector is not responsible for any defects that may manifest themselves in the future, any structural failures that may occur in the future, or damages that result from future repairs.

COMPLIANCE WITH BUILDING CODES: Consistent with the scope of the Inspection, as provided in this Agreement, the Inspector will identify items that may present a health or safety issue. However, the Inspector will not provide an opinion on compliance with any particular building code.

INSURABILITY: The Client understands that the Inspection will not determine the insurability of the Property. Insurance companies have different underwriting criteria, and the Inspector cannot be expected to determine how a particular system or component may affect insurability.

ENVIRONMENTAL AND HEALTH CONDITIONS: The Client agrees that the Inspection is not intended to detect, identify, or disclose any health or environmental conditions regarding the Property, including, but not limited to the presence of: asbestos, radon, lead, or urea-formaldehyde; wood destroying organisms, fungi, molds, mildew, feces, urine, vermin, pests, or any animal or insect; drywall that may have been manufactured with contaminated materials (including carbon disulfide, carbonyl sulfide and hydrogen sulfide), polychlorinated biphenyls (PCBs), or other toxic, reactive, combustible, or corrosive contaminants, materials; or substances in the water, air, soil, or building materials. The Inspector is not liable for injury, health risks, or damage caused or contributed to by these conditions.

If the Client wishes to have an inspection for any specific health or environmental condition, that must be covered by a separate addendum to this Agreement.

In addition to the above limitations on the scope of services, the Inspection will not include any engineering or architectural analysis. The report will not offer any opinion about the adequacy of the structural systems and components of the Property.

RE-INSPECTION OF COMPONENTS: In the event that the Inspector is asked by the Client to re-inspect a component or condition that has been repaired, the Inspector's scope of re-inspection will be limited to the components or conditions identified. The Inspector will not be responsible for any changed conditions in other components or conditions since the date of the original Inspection. Any re-inspection of repaired components or conditions will not determine if the repair is adequate, proper, or compliant with current building codes. Any re-inspection will only determine if visually identifiable deficiencies still exist.

LIMITATION OF LIABILITY

THE FOLLOWING CLAUSE LIMITS THE LIABILITY OF THE INSPECTOR - PLEASE READ CAREFULLY

THE CLIENT AGREES AND UNDERSTANDS THAT THE INSPECTOR IS NOT AN INSURER AND IS NOT

WARRANTING OR GUARANTEEING THE ADEQUACY, PERFORMANCE, OR LIFE EXPECTANCY OF ANY STRUCTURE, ITEM, COMPONENT, OR SYSTEM OF THE PROPERTY. THE CLIENT FURTHER AGREES THAT, IF THE INSPECTOR OR ANY OF THE INSPECTOR'S AGENTS, EMPLOYEES, SUBCONTRACTORS, OFFICERS, OR SHAREHOLDERS ARE FOUND LIABLE FOR ANY LOSS OR DAMAGE DUE TO NEGLIGENCE OR THE FAILURE TO PERFORM THE INSPECTOR'S OBLIGATIONS IN THIS AGREEMENT, INCLUDING THE IMPROPER OR NEGLIGENT PERFORMANCE OF THE INSPECTION OR THE IMPROPER OR NEGLIGENT REPORTING OF CONDITIONS OF THE PROPERTY, THE INSPECTOR'S MAXIMUM LIABILITY SHALL BE LIMITED TO TWICE THE AMOUNT OF THE PAID INSPECTION FEE. THIS LIMITATION SHALL NOT APPLY TO ANY DAMAGES SPECIFICALLY ALLOWED BY STATUTE.

THIS LIMITATION OF LIABILITY SPECIFICALLY COVERS LIABILITY FOR: DAMAGED PROPERTY, LOSS OF USE OF THE PROPERTY, LOST PROFITS, CONSEQUENTIAL DAMAGES, SPECIAL DAMAGES, INCIDENTAL DAMAGES, GOVERNMENTAL FINES AND CHARGES, PUNITIVE DAMAGES, ATTORNEY'S FEES, AND COURT COSTS.

AT THE CLIENT'S OPTION, A COMPREHENSIVE INSPECTION WITHOUT LIMITATION OF LIABILITY IS AVAILABLE. A COMPREHENSIVE INSPECTION INCLUDES A CONTRACTOR, ENGINEER, AND ARCHITECT REVIEWING THE PROPERTY FOR A MINIMUM FEE OF $2,500 (REQUIRES QUOTE). A COMPREHENSIVE INSPECTION REQUIRES A SEPARATE CONTRACT.

THIS LIMITATION OF LIABILITY SHALL NOT APPLY TO ANY DAMAGES CAUSED BY THE GROSS NEGLIGENCE OF THE INSPECTOR IN THE PERFORMANCE OF THE INSPECTOR'S OBLIGATIONS IN THIS AGREEMENT.

RESOLUTION OF DISPUTES

Any controversy or claim arising out of or relating to this Agreement shall be resolved through Small Claims Court (or similar court of limited monetary jurisdiction) in the jurisdiction applicable to this Agreement. In the event that the amount in dispute exceeds the jurisdiction of the applicable Small Claims Court, the dispute shall be settled by binding arbitration administered by Construction Dispute Resolution Services, or if unavailable, Resolute Systems, before a single arbitrator using its Commercial Arbitration Rules. The arbitrator shall have at least three years of knowledge and experience in the home inspection industry or similar knowledge and experience in construction. Each party agrees to pay its own costs of arbitration.

Any legal action or proceeding shall be brought in the County in which the Property is located.

ENFORCEMENT FEES AND COSTS

Any party failing to follow the RESOLUTION OF DISPUTES process identified above, shall be liable for all fees and costs associated with compelling or enforcing compliance with the RESOLUTION OF DISPUTES process.

TIME TO INITIATE ACTION

Any action regarding or arising from the condition of the Property and the Inspection and/or the written report must be filed and initiated by the Client no later than one (1) year after the Client discovers or, through the exercise of reasonable care, could have discovered, the conditions giving rise to the claim. Otherwise, the claim will be barred. If the matter is in arbitration, the arbitrator will be bound by the terms of this paragraph as a limitation on the arbitrator's ability to render an award in favor of the Client.

NO WARRANTIES OR GUARANTEES

The inspection and the written report are not intended, nor shall they be used or treated by the Client or anyone else, as a guarantee or warranty expressed or implied, regarding the adequacy, performance, or condition of any aspect of the Property. The Client acknowledges and agrees that the Inspector is not an insurer of any inspected or non-inspected conditions of the Property.

RELIANCE BY THIRD PARTIES

The Client agrees and understands that the inspection report provided to the Client under this Agreement is solely for the Client's exclusive use in evaluating the physical condition of the property. No representation is made by the Inspector as to the value of the Property.

If anyone other than the Client relies upon the inspection report, that person agrees to be bound by all of the terms and conditions in this Agreement.

ENTIRE AGREEMENT AND SEVERABILITY OF PROVISIONS

This Agreement contains the entire Agreement between the Client and the Inspector. This document supersedes any and all representations, both oral and written, among the parties. This Agreement may be modified, altered, or amended only in writing and having been signed by both the parties. Any provision of this Agreement which proves to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provision of this Agreement, and all such other provisions shall remain in full force and effect.

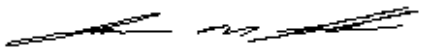
You may not assign this Agreement. If there is more than one Client, you are signing on behalf of all of them and you represent that you are authorized to do so for all Clients and/or intended beneficiaries. The provisions of this Agreement will be binding upon any party that takes title to the Property with the Client or claims title to the Property through the Client.

ACKNOWLEDGEMENT

Client acknowledges that James Laban, DBA National Property Inspections, its employees, owners or agents is an independently-owned and operated franchise and not an employee, partner, or agent and cannot make any contract, agreement, warranty or representation on behalf of National Property Inspections, Inc., 9375 Burt Street, Suite 201, Omaha, NE 68114.

THIS CONTRACT CONTAINS A BINDING ARBITRATION PROVISION WHICH MAY BE ENFORCED BY THE PARTIES.

Payment for the inspection services constitutes acceptance of this Pre-Inspection Agreement by Client.



Inspector Signature James Laban

Client Signature

Date

GENERAL INFORMATION

GENERAL CONDITIONS AT TIME OF INSPECTION :

Property Occupied : No

Estimated Age Of Property : 102 Year(s)

Property Faces : ☑ North ☐ South ☐ East ☐ West

Type of Property :

☑ Single-Family

Primary Construction :

☑ Wood

Temperature : -2 **F**

Weather :

☑ Sunny

Soil Conditions :

☑ Frozen ☑ Snow

Persons Present :

DEFINITIONS :

Below are listed the definitions used throughout the report to describe each feature of the property.

ACC (ACCEPTABLE)	The item/system was performing its intended function at the time of the inspection.
MAR (MARGINAL)	The item/system was marginally acceptable. It performed its designed function at the time of the inspection. However, due to age and/or deterioration, it will likely require early repair or replacement.
NI (NOT INSPECTED)	The item/system was not inspected due to safety concerns, inaccessibility and/or concealment or seasonal conditions and no representations of whether or not it was functioning as intended were made.
NP (NOT PRESENT)	The item/system does not exist or was visually concealed at the time of the inspection.
DEF (DEFECTIVE)	The item/system failed to operate/perform its intended function, was structurally deficient, was unsafe or was hazardous at the time of the inspection.

SCOPE OF THE INSPECTION :

We wish to remind you that every property requires a certain amount of ongoing maintenance: drains sometimes clog, gutters, downspouts and the grading around the property must be properly maintained to help prevent water intrusion in to the basement or crawlspace; roofs, furnaces, air conditioners and other components require regular maintenance and inspection. This property will be no exception and we strongly suggest that you both expect and budget for regular maintenance/repairs.

The following report is based on visual inspection of the readily accessible areas of this property and on a random sampling of like items, not every item was or could be inspected. Please read the entire report carefully, ask your inspector any questions you might have and obtain estimates or discuss noted items with a contractor before closing.

Based on the nature of the findings, every effort has been made to provide a comprehensive overview relative to this structure. However, minor details may have been inadvertently overlooked. We sincerely regret any inconvenience these oversights may cause. Furthermore, due to the overall state of disrepair (neglect) , the above listed items are not intended to reflect each and every possible maintenance issue/defect, but are merely intended to reflect the overall condition of the property.
Be aware that because of the age of the property, it may have lead paint, asbestos, or knob & tube wiring. These

building materials are typically considered to be unsafe or health hazards. Mitigation of these is typically a lengthy and expensive process.

GRADING / DRAINAGE

☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑Near Level

Comments:

Limited visibility due to snow cover.
The grading around the home is near level. Monitor settlement of grading around the home over time. A positive grade is preferred to carry water away from home. A positive grade is considered as 1" fall per foot (1:12) for at least 6 feet.

Grading / Drainage:

Grading / Drainage:

Grading / Drainage:

Grading / Drainage:

Grading / Drainage:

WALKS / STEPS

☑ Monitor Condition

ACC	MAR	NI	NP	DEF
☐	☑	☐	☐	☐

Comments:

Limited visibility due to snow cover.

Significant cracking and settlement from of age and exposure. Side walks will need replaced.

Walks / Steps:

Walks / Steps:

Walks / Steps:

PORCHES / STOOPS

☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑Open

Comments:

The varied rise of steps the porch may pose a trip hazard.
Porch decking is in need of paint and repairs.

Porches / Stoops:

Porches / Stoops:

Porches / Stoops:

ROOFING

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑ Recommend Repairs

Age: 19-20 Year(s) | Design Life: 15-20 Year(s) | 40% Visible

☑Visual From Ground | ☑Asphalt / Composition | ☑Bubbling

☑Cupping / Curling / Lifting / Brittle | ☑Excessive Granular Loss | ☑Missing Shingle(s)

☑Snow Covered | ☑Suspected Leak(s) | ☑Trim Trees / Branches

Comments:

The homes roof could not be fully observed because of snow cover limiting visibility at the time of inspection. Roof was viewed from the ground only. The homes roof consists of 3 tab asphalt composition shingles. The visible portions of the roof shingles have excessive granular loss, are cupping/curling resulting in brittle shingles which are prone to environmental damage (hail/wind/ect.). Roofing will need a complete replacement to prevent further damage or leaking.

Leaks not always detectable.

Roofing:

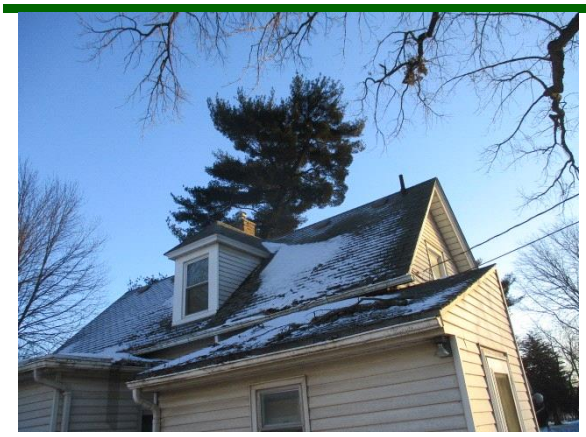
Roofing:

Roofing:

Roofing:

Roofing:

Roofing:



Roofing:

Roofing:

FLASHING/VALLEYS

ACC	MAR	NI	NP	DEF
☐	☐	☑	☐	☐

Comments:

The roof flashing could not be inspected because of snow cover limiting visibility and preventing walking on the roof at the time of inspection.

SKYLIGHTS

ACC	MAR	NI	NP	DEF
☐	☐	☐	☑	☐

Comments:

GUTTERS/DOWN SPOUTS

☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑Aluminum ☑Filled with Debris ☑Leaking ☑Loose

☑Misaligned ☑Missing Extension / Splash Block ☑Rust / Corroded

Comments:

There are several loose and damaged gutters that will need repaired or replaced.
Also, there are missing gutter extensions at the downspouts. Recommend installing down spout extensions to divert water way from the homes foundation.

Gutters/Down Spouts:

CHIMNEY

ACC	MAR	NI	NP	DEF
☐	☐	☑	☐	☐

Comments:

The chimney was observed from the ground and a ladder at the eaves only due to snow cover on the roof making walking on the roof too dangerous at the time of inspection.
Chimney could not be properly inspected.

Flue not inspected. Annual cleaning is recommended.

EXTERIOR SURFACE

☑ Recommend Repairs

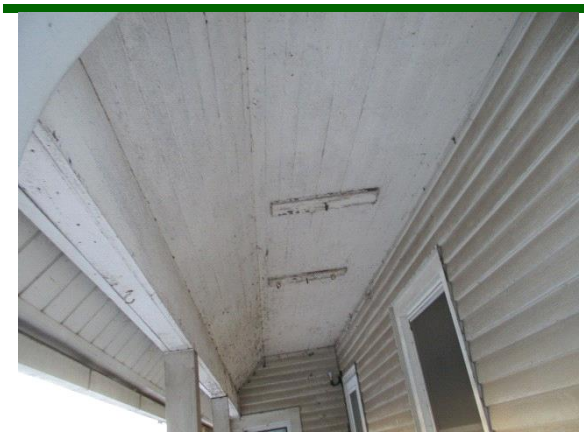
☑General Deterioration ☑Needs Caulk / Seal ☑Needs Paint

	ACC	MAR	NI	NP	DEF
SIDING/TRIM	☐	☐	☐	☐	☑
EXTERIOR FAUCETS	☐	☐	☑	☐	☐
EXTERIOR ELECTRICAL OUTLETS	☐	☐	☑	☐	☐
EXTERIOR LIGHTING	☐	☐	☑	☐	☐

Comments:

The wood siding and exteriors have chipping and missing paint. These areas will need painted to prevent further deterioration.

Water and power were off to the home at time of inspection, exterior electrical and faucets were not inspected.



Exterior Surface:

WINDOWS

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑ Recommend Repairs

☑Vinyl ☑Fogged ☑Insulated Pane(s)

Comments:
Every attempt is made to validate the integrity of thermal seals on windows. Be aware that at different climates and interior temperatures, a failed thermal seal can be concealed or undetectable.

There are multiple windows with failed thermal seals. This allows for fogging or condensation between the panes. Recommend repair or replacement to maintain the intended R Value of the windows.

EXTERIOR DOORS

ACC	MAR	NI	NP	DEF
☑	☐	☐	☐	☐

☑Metal

Comments:

FOUNDATION

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑ Recommend Repairs

☑Stone ☑General Deterioration ☑Limited Observation ☑Step Cracks ☑Vertical Cracks

Comments:
Limited visibility due to grading, snow and landscaping.

The footing under the southeast side of the home is damaged and settling. This has caused noticeable movement to the interior room adjacent to the area. The footing and structure will need repairs to prevent further damage. There is cracking and damage to the foundation in several areas around the home. These areas will need repairs to prevent further damage and leaking. Be aware that due to the age of the home and the materials used to construct the basement walls. The homes foundation may have water leaking from time to time. Maintain exterior water controls (grade, gutters, exterior envelope) to reduce possibility of water entry.

Foundation:

Foundation:

Foundation:

Foundation:

Foundation:

Foundation:

GARAGE/CARPORT

☑ Recommend Repairs

☑3 or More Cars ☑Detached ☑Electrical Deficiencies ☑General Deterioration

☑Obscured / Limited View ☑Settlement / Movement

	ACC	MAR	NI	NP	DEF
FLOOR/WALLS/CEILING/ELECTRICAL	☐	☐	☐	☐	☑
ROOF	☐	☐	☐	☐	☑
SIDING/TRIM	☐	☐	☐	☐	☑

Comments:
Limited visibility due to storage at time of inspection.

No power to the garage at time of inspection, doors were not operated and the outlets were not tested.
The garage siding has wood rot and damage in several areas. Some of the damage in the framing appear to be from moisture intrusion/damage and WDO (wood destroying organism) activity. Garage framing and siding will need significant repairs to prevent further deterioration.

The garage roofing could not be fully observed because of snow cover limiting visibility at the time of inspection. Garage roof was viewed from the ground only. This roof consists of 3 tab asphalt composition shingles. The visible portions of the roof shingles have excessive granular loss, are cupping/curling resulting in brittle shingles which are prone to environmental damage (hail/wind/ect.). Roofing will need a complete replacement to prevent further damage or leaking.

Garage/Carport:

Garage/Carport:

Garage/Carport:

Garage/Carport:

Garage/Carport:

Garage/Carport:

Garage/Carport:

Garage/Carport:

OVERHEAD GARAGE DOORS

☑ Recommend Repairs

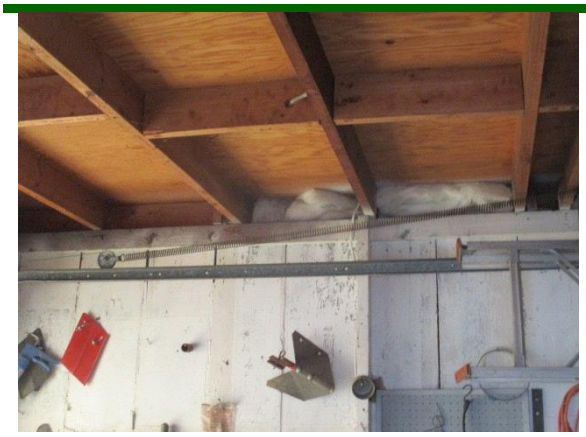
ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

Comments:

No power to the garage at time of inspection. The doors were not operated.
The garage door springs are missing safety cables or covers. These are recommended so that in the event of a broken spring, the springs reaction will be controled and prevent damage or accidents. Recommend safety cables or covers be installed by a qualified garage door technician.

Overhead Garage Doors:

Overhead Garage Doors:



Overhead Garage Doors:

GARAGE PEDESTRIAN DOOR TO THE EXTERIOR

☑ Monitor Condition

ACC	MAR	NI	NP	DEF
☐	☑	☐	☐	☐

☑Metal ☑General Deterioration

Comments:

The door framing around the west door is damaged and will need repairs.

Garage Pedestrian Door to the Exterior:

Attic / Roof

Method of Inspection ☑ No Access / Limited 5 % Visible

ATTIC FRAMING/SHEATHING

ACC	MAR	NI	NP	DEF
☐	☐	☑	☐	☐

☑Rafters

Comments:
Limited visibility of the attic framing due to the homes finish.

Leaks not always detectable.

Attic Framing/Sheathing:

ATTIC ELECTRICAL

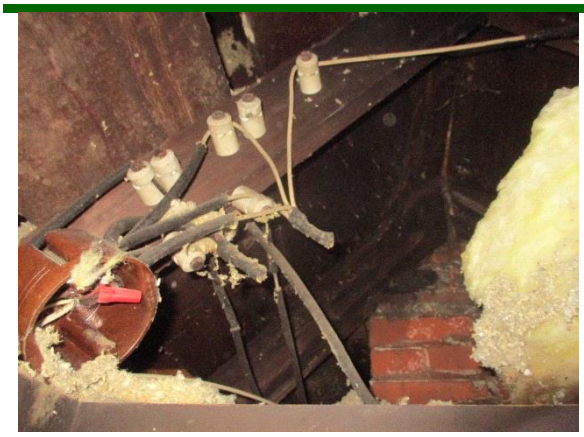
☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

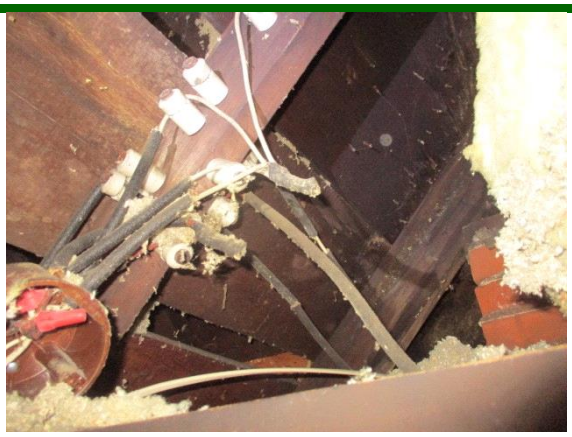
Comments:
Limited visibility of wiring and electrical components due to the insulation and finish. Be aware that insulation will not be moved or excavated, this would decrease efficiency of home.

Knob & tube wiring present in attic, this older wiring had damage and missing areas of inspection. Any modifications or repairs should be done by a qualified electrician. Wiring will need repaired to prevent possible fire hazard.

Limited visibility due to obstructions. See Electrical Section for additional Information.



Attic Electrical:



Attic Electrical:

Interior Foundation

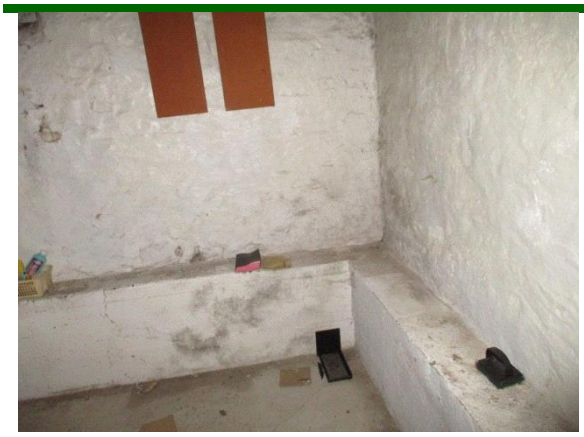
Foundation Type ☑ Basement

INTERIOR FOUNDATION	☑ Recommend Repairs	ACC	MAR	NI	NP	DEF
		☐	☐	☐	☐	☑

☑Efflorescence / Suspected Leak(s) ☑General Deterioration ☑Limited Observation

Comments:

There is cracking and damage to the foundation from age and wear. There are areas of past leaking in the corners that have signs of possible mold growth.
Be aware that due to the age of the home and building practices at the time the home was built, the basement may get water from time to time. Maintain exterior water controls (gutters, grading, drainage etc) to help prevent water entry.



Interior Foundation:

Interior Foundation:

UNDER FLOOR FRAMING & SUPPORT

☑ Recommend Repairs

☑Excessive Notching ☑Limited Observation

		ACC	MAR	NI	NP	DEF
BEAMS	☑Dimensional Lumber	☑	☐	☐	☐	☐
JOISTS	☑Dimensional Lumber	☐	☐	☐	☐	☑
POSTS		☐	☐	☐	☑	☐
PIERS		☐	☐	☐	☑	☐

Comments:

There are several floor joist that have been cut to allow the door to open. Cutting these will weaken the joist which could compromise the structural stability.
Floor joist will need repairs.

Under Floor Framing & Support:

Under Floor Framing & Support:

Under Floor Framing & Support:

FLOOR/SLAB

☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑Concrete ☑Cracks ☑Differential ☑Obscured / Covered

☑Settlement

Comments:

There are several cracks present at the floor slab. Caulk or seal to prevent water entry or ground gas seepage into home.

Floor is varied with high and low spots which can affect drainage if needed.

CRAWL SPACE

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑ Recommend Repairs

20% Visible

☑Limited Access ☑Visual from Access ☑Damaged / Deteriorated Wood ☑Inadequate Ventilation ☑Missing / Improper Vapor Barrier

Comments:

The crawl space opening is not the recommended size to allow for access. Minimum access should be 18" x 24" opening with a interior space of 18" of clearance to floor.
The crawl space does not have adequate ventilation openings present and is missing the proper ground vapor barrier. Ventilation and a ground vapor barrier are recommended to reduce the possibility for condensation moisture accumulation in the space that can cause moisture related issues.

Crawl Space:

Crawl Space:

Crawl Space:

Crawl Space:

SUMP/SUMP PUMP

ACC	MAR	NI	NP	DEF
☐	☐	☐	☑	☐

Comments:
Be aware it's recommended to routinely test sump pump for power and operation. Motors and float switch can seize and cords may come loose or become unplugged.

HOME ELECTRICAL

☑ Monitor Condition
☑ Recommend Repairs

SERVICE SIZE (Main Panel)

☑Brand: Federal Pacific ☑Main Disconnect Location: Basement ☑120 / 240 Volt (Nominal)

☑100 AMP

	ACC	MAR	NI	NP	DEF
SERVICE ☑Overhead	☑	☐	☐	☐	☐
ENTRANCE CABLE ☑Aluminum	☑	☐	☐	☐	☐
PANEL ☑Basement ☑Breaker(s)	☐	☐	☐	☐	☑
SUB-PANEL	☐	☐	☐	☑	☐
BRANCH CIRCUITS ☑Copper	☐	☐	☐	☐	☑
BONDING/GROUNDING	☐	☑	☐	☐	☐
GFCI(IN PANEL)*	☐	☐	☐	☑	☐
ARC FAULT	☐	☐	☐	☑	☐
SMOKE DETECTORS*	☐	☐	☐	☐	☑

Comments:
100amp Federal Pacific main panel.

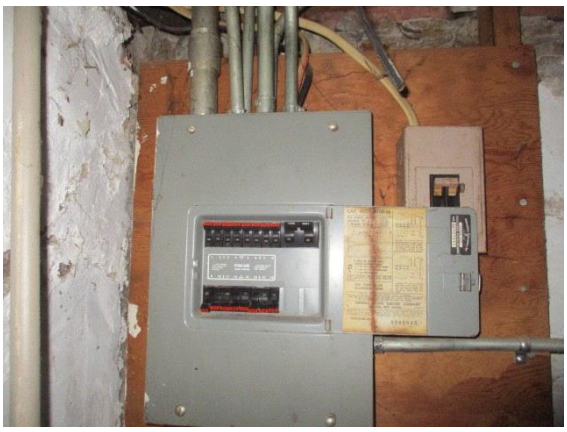
Power was off to the home at time of inspection, visual inspection only of the panel and wiring.
Federal Pacific Stab-lok breaker panel present in the home, which had been deemed defective by the Consumer Product Safety Commission for internal breakers failing to trip under certain electrical load conditions resulting in electrical fires. Recommend further evaluation by a qualified electrician.

There is active knob and tube wiring present throughout the home. This is a two wire system with no ground. Although it is functional, some insurance companies will raise rates or will not cover a home with this type of wiring. Any modifications or repairs should be done by a qualified electrician.

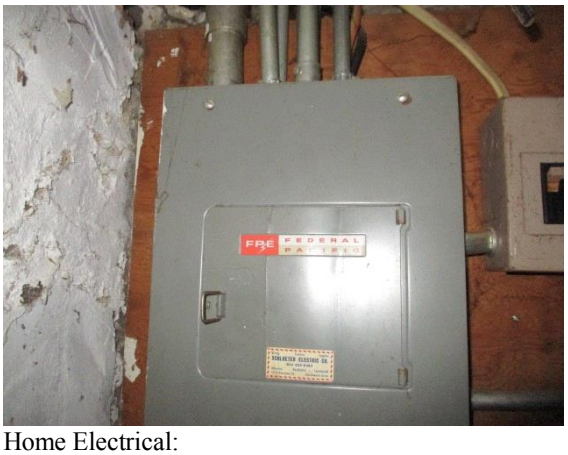
There are several detectors not working or not present in the recommended areas. Recommend replacing and installing smoke detectors where needed for safety. Check with your local Fire Marshal or State Fire Marshalls office for recommended placement of detectors.

*Smoke Detectors / GFCI's checked with test button only. Monthly Test Recommended.

Home Electrical:



Home Electrical:



Home Electrical:

Home Electrical:

GARAGE ELECTRICAL

☑ Monitor Condition
☑ Recommend Repairs

SERVICE SIZE (Main Panel)

☑Brand: Square D ☑Main Disconnect Location: Garage South Wall ☑120 / 240 Volt (Nominal)

☑100 AMP

☑Improper Splices

	ACC	MAR	NI	NP	DEF
SERVICE ☑Overhead	☑	☐	☐	☐	☐
ENTRANCE CABLE ☑Aluminum	☑	☐	☐	☐	☐
PANEL ☑Breaker(s) ☑Garage	☐	☐	☐	☐	☑
SUB-PANEL	☐	☐	☐	☑	☐
BRANCH CIRCUITS ☑Copper	☐	☐	☐	☐	☑
BONDING/GROUNDING	☐	☑	☐	☐	☐
GFCI(IN PANEL)*	☐	☐	☐	☑	☐
ARC FAULT	☐	☐	☐	☑	☐
SMOKE DETECTORS*	☐	☐	☐	☑	☐

Comments:

Power was off to the garage at time of inspection, visual inspection only of the panel and wiring.
There are wires in the panel that are being ran through, main panels are not recommended to be used as a "pass through" or junction box.
There are improper wire splices made in the panel that will need to be properly repaired.

Garage Electrical:

Garage Electrical:

PLUMBING

Water Service

☑Water Public ☑Water Off ☑Shut Off Location: Basement

Sewage Service

☑Sewage Public

Fuel Service

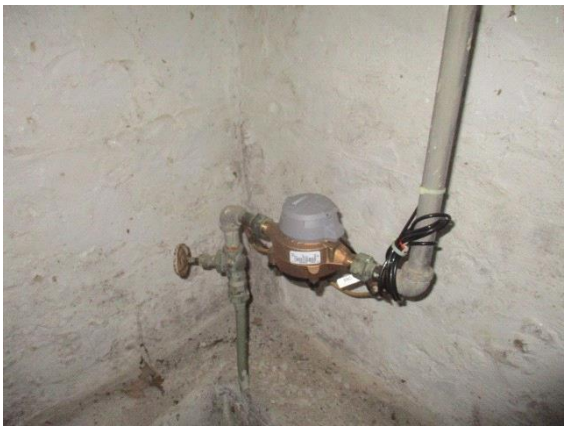
☑Shut Off Location: Exterior

		ACC	MAR	NI	NP	DEF
SUPPLY	☑Copper ☑Galvanized	☐	☐	☑	☐	☐
DRAINS	☑Cast Iron ☑Copper	☐	☐	☑	☐	☐
EJECTOR PUMP		☐	☐	☐	☑	☐
VENTS	☑Cast Iron ☑Copper	☐	☐	☑	☐	☐

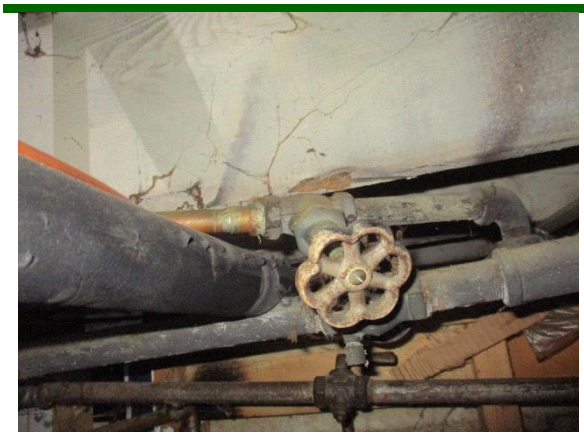
Comments:
The main drain which is underground can only be viewed by camera. This is not with in scope of this inspection.

The plumbing could not be inspected, water was off to the building at the time of the inspection.
There are unions between galvanized and copper pipe, due to dissimilar metals corrosion will occur over time. Monitor this condition and be aware that galvanized plumbing may lead to reduced water pressure or rust in the homes water supply.
The basement shower is floor drained, this is not the proper method of draining a shower, moisture issues can develop under the shower.

Main utility line, septic systems and gray water systems are excluded from this Inspection.


Plumbing:

Plumbing:



Plumbing:

Plumbing:

Plumbing:

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WATER HEATER

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑ Recommend Repairs

Brand: Richmond | Model: 12GR40-40F | Size: 40 Gallons | Age: 10 Year(s)
Design Life: 10-12 Year(s) | SerialNo: RMLN0112524525

☑Gas

Comments:

The water heater was not operational due to water to the home being off at time of inspection.
The unit is marked defective because the metal flue is not properly installed in to the main stack.

Water Heater:

Water Heater:

Water Heater:

HEATING

Brand: Bryant | Model: 915SA48080S17 | BTUs: 80000 | Age: 7 Year(s)
Design Life: 18-25 Year(s) | SerialNo: 3915A50158

☑Gas ☑Forced Air

	ACC	MAR	NI	NP	DEF
OPERATION	☐	☐	☑	☐	☐
ABOVE GROUND STORAGE TANKS	☐	☐	☐	☑	☐
HUMIDIFIER	☐	☐	☐	☑	☐

Comments:
Annual Fuel Usage Efficiency (AFUE) rating : 95%

Power and gas were off to the home at time inspection, unit was not operated.

Heat Exchanger - Unable to detect cracks/holes without dismantling unit.

Heating:

Heating:

DRAFT CONTROL/VENT

ACC	MAR	NI	NP	DEF
☐	☐	☑	☐	☐

Comments:
Unit was not operational.

HEATING DISTRIBUTION

☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
DISTRIBUTION	☐	☐	☐	☐	☑
BLOWER	☐	☐	☑	☐	☐
CONTROLS/THERMOSTAT (CALIBRATIONS/TIMED FUNCTIONS NOT CHECKED.)	☐	☐	☑	☐	☐
CIRCULATOR PUMP	☐	☐	☐	☑	☐

Comments:
Unit was not operational and was not operated.
Be aware that due to age of the home, the white duct wrap on the supply and return air ducts may contain asbestos.

COOLING

ACC	MAR	NI	NP	DEF
☐	☐	☑	☐	☐

Brand: Bryant | Model: 116BNA030-A | Size: 2.5 Ton | Age: 4 Year(s)
Design Life: 18-25 Year(s) | SerialNo: 2418E10578

☑Electric ☑Dirty / Damaged Condenser ☑Outside Temperature too cold to test

Comments:
Outside temperatures were too cold to safely operate A/C. Operation below 60°F can cause damage to compressor unit.

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Cooling:

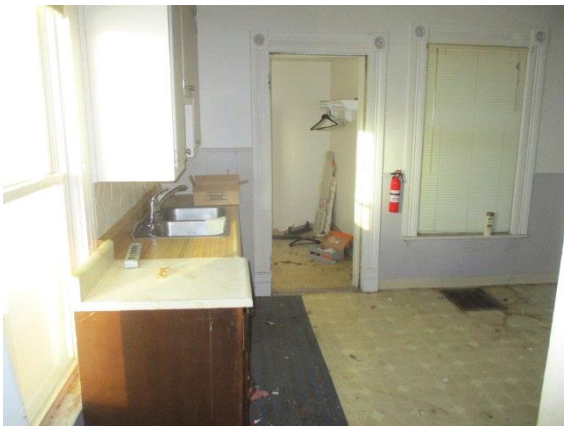
KITCHEN

☑ Monitor Condition
☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
CEILINGS ☑Typical Crack(s)	☐	☑	☐	☐	☐
WALL(S) ☑Typical Crack(s)	☐	☑	☐	☐	☐
WINDOWS/TRIM ☑Fogged	☐	☐	☐	☐	☑
WINDOW SCREENS	☑	☐	☐	☐	☐
FLOOR/FINISH	☑	☐	☐	☐	☐
INTERIOR DOORS/HARDWARE	☐	☐	☐	☑	☐
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
GFCI PROTECTION (CHECKED WITH TEST BUTTON ONLY. MONTHLY TEST RECOMMENDED.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐
COUNTERTOPS/CABINETS	☐	☐	☐	☐	☑
SINK/FAUCET	☐	☐	☑	☐	☐
EXHAUST FAN	☐	☐	☑	☐	☐
STOVE TOP/OVEN ☑Gas	☐	☐	☐	☑	☐
STOVE ANTI-TIP BRACKET	☐	☐	☐	☑	☐
WATER PRESSURE/FLOW/DRAINAGE	☐	☐	☑	☐	☐
DISHWASHER/CROSS FLOW PROTECTION	☐	☐	☐	☑	☐
REFRIGERATOR	☐	☐	☐	☑	☐
MICROWAVE	☐	☐	☐	☑	☐
GARBAGE DISPOSAL	☐	☐	☑	☐	☐

Comments:
The appliances are not calibrated or operated on all cycles or functions. Therefore an item may or feature may NOT be operable at some settings or at some loads that can not be simulated during an inspection. Ice makers and water features of a refrigerator are not inspected.

Be aware the plumbing could not be inspected, water was off to the building at the time of the inspection.
The kitchen walls and ceiling has wear and cracking from age.
The counter tops and cabinets have damage and staining. Cabinets will need some repairs.
The window in the kitchen has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
Power to the home was off at time of inspection, none of the outlets, switches, fixtures and appliances could be properly operated/inspected.


Kitchen:

Kitchen:

Kitchen:

Kitchen:

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BATHROOM

☑ Monitor Condition
☑ Recommend Repairs

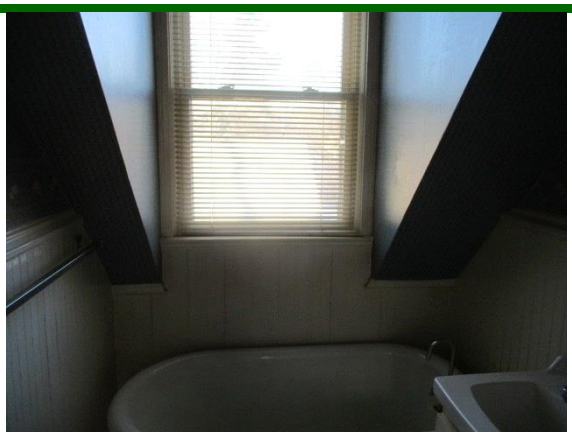
	ACC	MAR	NI	NP	DEF
CEILINGS	☐	☐	☐	☐	☑
WALL(S)	☐	☐	☐	☐	☑
WINDOWS/TRIM	☐	☐	☐	☐	☑
WINDOW SCREENS	☐	☑	☐	☐	☐
FLOOR/FINISH	☑	☐	☐	☐	☐
INTERIOR DOORS/HARDWARE	☑	☐	☐	☐	☐
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
GFCI PROTECTION (CHECKED WITH TEST BUTTON ONLY. MONTHLY TEST RECOMMENDED.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐
COUNTERTOPS/CABINETS	☑	☐	☐	☐	☐
SINK/FAUCET	☐	☐	☑	☐	☐
TOILET	☐	☐	☑	☐	☐
TUB	☐	☐	☑	☐	☐
JETTED TUB	☐	☐	☐	☑	☐
TILE WORK/ENCLOSURE	☐	☐	☐	☑	☐
EXHAUST FAN	☐	☐	☐	☑	☐
WATER PRESSURE/FLOW/DRAINAGE	☐	☐	☑	☐	☐

Comments:

No power or water to the home, these features could not be inspected in the bathroom.
There is damage to the wall and ceiling in the northeast corner from past water leaking. This area was dry at time of inspection but repairs to the finish will be needed.

The window in the tub area could not be verified as being tempered or safety-glazed, which is required by today's commonly accepted construction standards. Replacement with tempered or safety glass is recommended for safety reasons. Also, be aware this window will be subject to water from the tub which can cause damage to the windows framing or allow water to leak into the areas surrounding the windows. Protect the window from water as needed.

Bathroom:



Bathroom:

Bathroom:

FAMILY ROOM

☑ Monitor Condition
☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
CEILINGS ☑Stain(s) ☑Typical Crack(s)	☐	☐	☐	☐	☑
WALLS ☑Stain(s) ☑Typical Crack(s)	☐	☐	☐	☐	☑
WINDOWS/TRIM ☑Fogged	☐	☐	☐	☐	☑
WINDOW SCREENS	☑	☐	☐	☐	☐
FLOOR/FINISH	☐	☐	☐	☐	☑
INTERIOR DOORS/HARDWARE	☐	☑	☐	☐	☐
CLOSET	☐	☐	☐	☐	☑
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐

Comments:

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The closet wall and ceiling has damaged and missing finish. The closet finish will need extensive repairs. There appears to be a past leaking issue from the plumbing (unconfirmed water was off).
The window has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
The carpet is worn and stained and will need replaced.
The outlets (had no power) are missing cover plates and will need properly secured in the wall.

Family Room:

Family Room:

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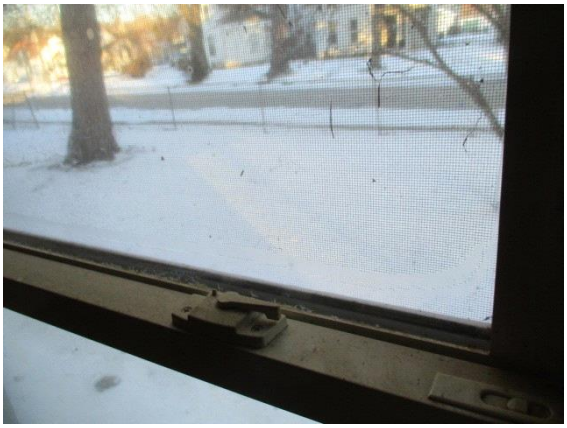
Family Room:

Family Room:

Family Room:

Family Room:


Family Room:

BEDROOM MAIN FLOOR

☑ Monitor Condition
☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
CEILINGS ☑Typical Crack(s)	☐	☑	☐	☐	☐
WALLS ☑Typical Crack(s)	☐	☑	☐	☐	☐
WINDOWS/TRIM ☑Fogged	☐	☐	☐	☐	☑
WINDOW SCREENS	☑	☐	☐	☐	☐
FLOOR/FINISH	☑	☐	☐	☐	☐
INTERIOR DOORS/HARDWARE	☑	☐	☐	☐	☐
CLOSET	☐	☑	☐	☐	☐
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐

Comments:

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The ceilings and walls have some minor cracking and damage.
The windows have failed thermal seals allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
Be aware of the exposed incandescent light bulb in the closet. Lights in closets are recommended to be in an enclosed fixture for fire safety.

Bedroom Main Floor:

Bedroom Main Floor:

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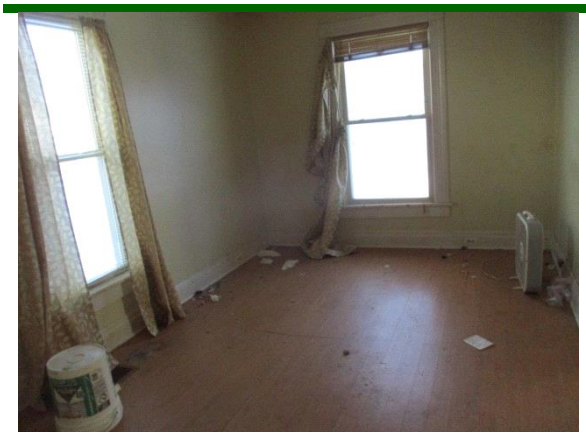
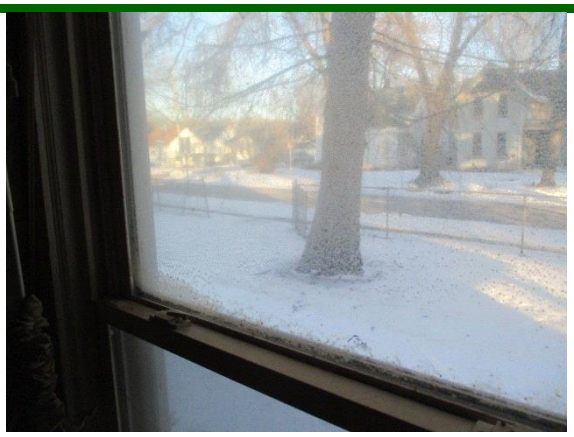


Bedroom Main Floor:



Bedroom Main Floor:

BEDROOM FRONT MIDDLE

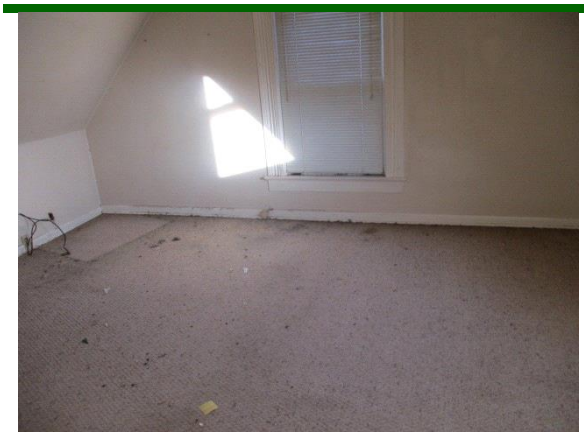
☑ Monitor Condition
☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
CEILINGS	☐	☑	☐	☐	☐
WALLS	☐	☑	☐	☐	☐
WINDOWS/TRIM ☑Fogged	☐	☐	☐	☐	☑
WINDOW SCREENS	☐	☑	☐	☐	☐
FLOOR/FINISH	☐	☐	☐	☐	☑
INTERIOR DOORS/HARDWARE	☐	☑	☐	☐	☐
CLOSET	☐	☑	☐	☐	☐
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐

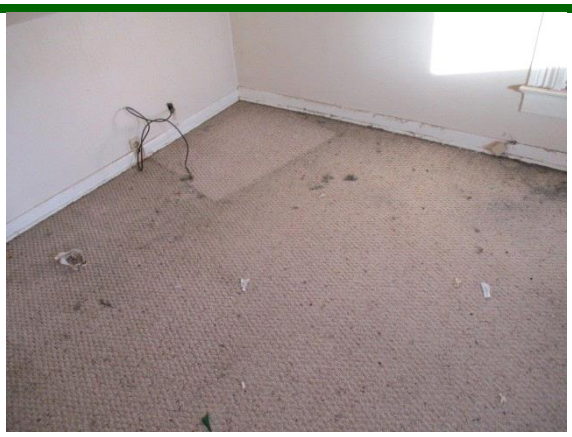
Comments:

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The walls and ceiling have some cracking and damage.
The window in the room has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair. Also, be aware of the height of the window in relation to the flooring and the distance to the grade below the window on the exterior. If the window is opened the screens will not provide protection from falls.
The carpet is stained in damaged and will need replaced.

©1996-2022



Bedroom Front Middle:



Bedroom Front Middle:

BEDROOM REAR MIDDLE

☑ Monitor Condition
☑ Recommend Repairs

	ACC	MAR	NI	NP	DEF
CEILINGS ☑Typical Crack(s)	☐	☑	☐	☐	☐
WALLS ☑Typical Crack(s)	☐	☑	☐	☐	☐
WINDOWS/TRIM	☐	☑	☐	☐	☐
WINDOW SCREENS	☐	☐	☐	☑	☐
FLOOR/FINISH	☐	☐	☐	☐	☑
INTERIOR DOORS/HARDWARE	☐	☐	☐	☑	☐
CLOSET	☐	☑	☐	☐	☐
ELECTRICAL (RANDOM SAMPLING OF OUTLETS, SWITCHES, FIXTURES.)	☐	☐	☑	☐	☐
HEAT/AIR DISTRIBUTION	☐	☐	☑	☐	☐

Comments:

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The walls and ceiling have some cracking and damage.
Be aware of the height of the window in relation to the flooring and the distance to the grade below the window on the exterior. If the window is opened the screens will not provide protection from falls.
The carpet is stained in damaged and will need replaced.
The room has no supplied air ducts, only baseboard electric heat that was not functional.

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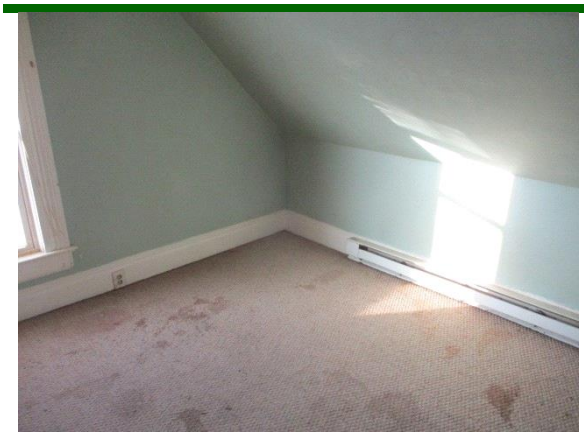
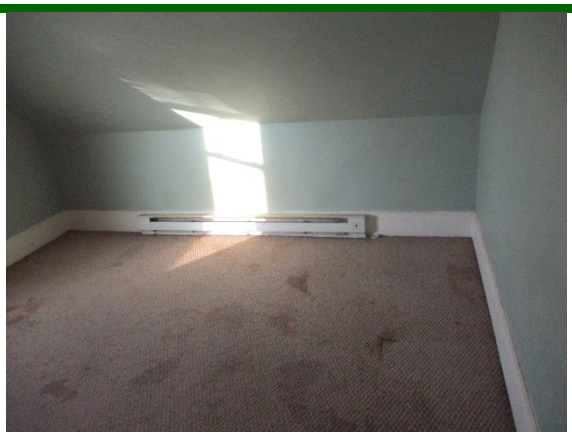

Bedroom Rear Middle:


Bedroom Rear Middle:

Bedroom Rear Middle:

Bedroom Rear Middle:

STAIRS / RAILINGS

☑ Recommend Repairs

ACC	MAR	NI	NP	DEF
☐	☐	☐	☐	☑

☑Tripping Hazard

Comments:
The uneven basement steps may pose a trip hazard.

Stairs / Railings:

Stairs / Railings:

Summary

This summary is not the entire report. The complete report may include additional information of concern to the client. It is recommended that the client read the complete report.

GRADING / DRAINAGE — DEFECTIVE

Limited visibility due to snow cover.
The grading around the home is near level. Monitor settlement of grading around the home over time. A positive grade is preferred to carry water away from home. A positive grade is considered as 1" fall per foot (1:12) for at least 6 feet.

WALKS / STEPS — MARGINAL

Limited visibility due to snow cover.
Significant cracking and settlement from of age and exposure. Side walks will need replaced.

PORCHES / STOOPS — DEFECTIVE

The varied rise of steps the porch may pose a trip hazard.
Porch decking is in need of paint and repairs.

ROOFING — DEFECTIVE

The homes roof could not be fully observed because of snow cover limiting visibility at the time of inspection. Roof was viewed from the ground only. The homes roof consists of 3 tab asphalt composition shingles. The visible portions of the roof shingles have excessive granular loss, are cupping/curling resulting in brittle shingles which are prone to environmental damage (hail/wind/ect.). Roofing will need a complete replacement to prevent further damage or leaking.

GUTTERS/DOWN SPOUTS — DEFECTIVE

There are several loose and damaged gutters that will need repaired or replaced.
Also, there are missing gutter extensions at the downspouts. Recommend installing down spout extensions to divert water way from the homes foundation.

EXTERIOR SURFACE

Siding/Trim — DEFECTIVE

The wood siding and exteriors have chipping and missing paint. These areas will need painted to prevent further deterioration.

Water and power were off to the home at time of inspection, exterior electrical and faucets were not inspected.

WINDOWS — DEFECTIVE

There are multiple windows with failed thermal seals. This allows for fogging or condensation between the panes. Recommend repair or replacement to maintain the intended R Value of the windows.

FOUNDATION — DEFECTIVE

The footing under the southeast side of the home is damaged and settling. This has caused noticeable movement to the interior room adjacent to the area. The footing and structure will need repairs to prevent further damage.
There is cracking and damage to the foundation in several areas around the home. These areas will need repairs to prevent further damage and leaking. Be aware that due to the age of the home and the materials used to construct the basement walls. The homes foundation may have water leaking from time to time. Maintain exterior water controls (grade, gutters, exterior envelope) to reduce possibility of water entry.

GARAGE/CARPORT

Floor/Walls/Ceiling/Electrical — DEFECTIVE

Roof — DEFECTIVE

Siding/Trim — DEFECTIVE

No power to the garage at time of inspection, doors were not operated and the outlets were not tested.
The garage siding has wood rot and damage in several areas. Some of the damage in the framing appear to be from moisture intrusion/damage and WDO (wood destroying organism) activity. Garage framing and siding will need significant repairs to prevent further deterioration.

The garage roofing could not be fully observed because of snow cover limiting visibility at the time of inspection. Garage roof was viewed from the ground only. This roof consists of 3 tab asphalt composition shingles. The visible portions of the roof shingles have excessive granular loss, are cupping/curling resulting in brittle shingles which are prone to environmental damage (hail/wind/ect.). Roofing will need a complete replacement to prevent further damage or leaking.

OVERHEAD GARAGE DOORS

DEFECTIVE

No power to the garage at time of inspection. The doors were not operated.
The garage door springs are missing safety cables or covers. These are recommended so that in the event of a broken spring, the springs reaction will be controled and prevent damage or accidents. Recommend safety cables or covers be installed by a qualified garage door technician.

GARAGE PEDESTRIAN DOOR TO THE EXTERIOR

MARGINAL

The door framing around the west door is damaged and will need repairs.

ATTIC ELECTRICAL

DEFECTIVE

Knob & tube wiring present in attic, this older wiring had damage and missing areas of inspection. Any modifications or repairs should be done by a qualified electrician. Wiring will need repaired to prevent possible fire hazard.

INTERIOR FOUNDATION

DEFECTIVE

There is cracking and damage to the foundation from age and wear. There are areas of past leaking in the corners that have signs of possible mold growth.
Be aware that due to the age of the home and building practices at the time the home was built, the basement may get water from time to time. Maintain exterior water controls (gutters, grading, drainage etc) to help prevent water entry.

UNDER FLOOR FRAMING & SUPPORT

Joists

DEFECTIVE

There are several floor joist that have been cut to allow the door to open. Cutting these will weaken the joist which could compromise the structural stability.
Floor joist will need repairs.

FLOOR/SLAB

DEFECTIVE

There are several cracks present at the floor slab. Caulk or seal to prevent water entry or ground gas seepage into home.
Floor is varied with high and low spots which can affect drainage if needed.

CRAWL SPACE

DEFECTIVE

The crawl space opening is not the recommended size to allow for access. Minimum access should be 18" x 24" opening with a interior space of 18" of clearance to floor.
The crawl space does not have adequate ventilation openings present and is missing the proper ground vapor barrier. Ventilation and a ground vapor barrier are recommended to reduce the possibility for condensation moisture accumulation in the space that can cause moisture related issues.

HOME ELECTRICAL

Panel	DEFECTIVE
Branch Circuits	DEFECTIVE
Bonding/Grounding	MARGINAL
Smoke Detectors*	DEFECTIVE

Power was off to the home at time of inspection, visual inspection only of the panel and wiring. Federal Pacific Stab-lok breaker panel present in the home, which had been deemed defective by the Consumer Product Safety Commission for internal breakers failing to trip under certain electrical load conditions resulting in electrical fires. Recommend further evaluation by a qualified electrician.

There is active knob and tube wiring present throughout the home. This is a two wire system with no ground. Although it is functional, some insurance companies will raise rates or will not cover a home with this type of wiring. Any modifications or repairs should be done by a qualified electrician.

There are several detectors not working or not present in the recommended areas. Recommend replacing and installing smoke detectors where needed for safety. Check with your local Fire Marshal or State Fire Marshalls office for recommended placement of detectors.

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GARAGE ELECTRICAL

Panel	DEFECTIVE
Branch Circuits	DEFECTIVE
Bonding/Grounding	MARGINAL

Power was off to the garage at time of inspection, visual inspection only of the panel and wiring.
There are wires in the panel that are being ran through, main panels are not recommended to be used as a "pass through" or junction box.
There are improper wire splices made in the panel that will need to be properly repaired.

WATER HEATER — DEFECTIVE

The water heater was not operational due to water to the home being off at time of inspection.
The unit is marked defective because the metal flue is not properly installed in to the main stack.

HEATING DISTRIBUTION

Distribution	DEFECTIVE

Unit was not operational and was not operated.
Be aware that due to age of the home, the white duct wrap on the supply and return air ducts may contain asbestos.

KITCHEN

Ceilings	MARGINAL
Wall(s)	MARGINAL
Windows/Trim	DEFECTIVE
Countertops/Cabinets	DEFECTIVE

Be aware the plumbing could not be inspected, water was off to the building at the time of the inspection.
The kitchen walls and ceiling has wear and cracking from age.
The counter tops and cabinets have damage and staining. Cabinets will need some repairs.
The window in the kitchen has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
Power to the home was off at time of inspection, none of the outlets, switches, fixtures and appliances could be properly operated/inspected.

BATHROOM

Ceilings	DEFECTIVE
Wall(s)	DEFECTIVE
Windows/Trim	DEFECTIVE
Window Screens	MARGINAL

No power or water to the home, these features could not be inspected in the bathroom.
There is damage to the wall and ceiling in the northeast corner from past water leaking. This area was dry at time of inspection but repairs to the finish will be needed.

The window in the tub area could not be verified as being tempered or safety-glazed, which is required by today's commonly accepted construction standards. Replacement with tempered or safety glass is recommended for safety reasons. Also, be aware this window will be subject to water from the tub which can cause damage to the windows framing or allow water to leak into the areas surrounding the windows. Protect the window from water as needed.

FAMILY ROOM

Ceilings	DEFECTIVE
Walls	DEFECTIVE
Windows/Trim	DEFECTIVE
Floor/Finish	DEFECTIVE
Interior Doors/Hardware	MARGINAL
Closet	DEFECTIVE

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The closet wall and ceiling has damaged and missing finish. The closet finish will need extensive repairs. There appears to be a past leaking issue from the plumbing (unconfirmed water was off).
The window has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
The carpet is worn and stained and will need replaced.
The outlets (had no power) are missing cover plates and will need properly secured in the wall.

BEDROOM MAIN FLOOR

Ceilings	MARGINAL
Walls	MARGINAL
Windows/Trim	DEFECTIVE
Closet	MARGINAL

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The ceilings and walls have some minor cracking and damage.
The windows have failed thermal seals allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair.
Be aware of the exposed incandescent light bulb in the closet. Lights in closets are recommended to be in an enclosed fixture for fire safety.

BEDROOM FRONT MIDDLE

Ceilings	MARGINAL
Walls	MARGINAL
Windows/Trim	DEFECTIVE
Window Screens	MARGINAL
Floor/Finish	DEFECTIVE
Interior Doors/Hardware	MARGINAL
Closet	MARGINAL

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The walls and ceiling have some cracking and damage.
The window in the room has a failed thermal seal allowing for condensation between the panes of glass. Thermal seals limit the amount of heat transfer through the window and provide for better efficiency. The window will need replacement to repair. Also, be aware of the height of the window in relation to the flooring and the distance to the grade below the window on the exterior. If the window is opened the screens will not provide protection from falls.
The carpet is stained in damaged and will need replaced.

BEDROOM REAR MIDDLE

Ceilings	MARGINAL
Walls	MARGINAL
Windows/Trim	MARGINAL
Floor/Finish	DEFECTIVE
Closet	MARGINAL

Power to the home was off at time of inspection, none of the outlets, switches or fixtures could be properly operated/inspected in the room.
The walls and ceiling have some cracking and damage.
Be aware of the height of the window in relation to the flooring and the distance to the grade below the window on the exterior. If the window is opened the screens will not provide protection from falls.
The carpet is stained in damaged and will need replaced.
The room has no supplied air ducts, only baseboard electric heat that was not functional.

STAIRS / RAILINGS — DEFECTIVE

The uneven basement steps may pose a trip hazard.

MAR (MARGINAL)	The item/system was marginally acceptable. It performed its designed function at the time of the inspection. However, due to age and/or deterioration, it will likely require early repair or replacement.
DEF (DEFECTIVE)	The item/system failed to operate/perform its intended function, was structurally deficient, was unsafe or was hazardous at the time of the inspection.

Clarissa Cook Home for the Friendless

DAVENPORT
IOWA | USA

- **Built:** 1881-1882
- **Materials:** Limestone from Quarry near Buffalo
- **Architectural Style:** Victorian Eclectic
- **Theme of Significance:** Social & Humanitarian
- **Operation:**
  - Facility was directed at “destitute and indigent” women of 60 years of age or older.
  - Life tenancy was provided for the women after they paid a $100 admission fee.
  - Housed 20 residents at its peak.
- **Current Ownership:** Evangelical Lutheran Good Samaritan Society. Purchased the home in 2013.
- **Current Use**: Home was converted into 9 apartments for senior citizens.

Demolition Request

DAVENPORT
IOWA | USA

Demolition Request
Gardener's Cottage

DAVENPORT
IOWA | USA

Constructed in 1893

Demolition Request
Garage

DAVENPORT
IOWA | USA

Constructed in 1954

View from West 1st Street

Rear Garage Elevation

National Register
82-010-069 7/7/83

ARCHITECTURAL/HISTORICAL SURVEY — DAVENPORT, IOWA

The Architects Office
Wehner, Nowysz, Pottschull and Pfiffner
201 dey building, iowa city, iowa 52240

DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

SITE #82-10- 1-W2223 MAP # 2

HIST. DIST.

NAME Clarissa Cook Home for the Friendless (H) C

ADDRESS 2223 W. First Street

LEGAL DES. (See cont. sheet) — SUB-DIVISION / 78 BLOCK / 33 PARCEL / SUB-PARCEL

UTM / 15 [691,930] [4,519,830] EASTING / NORTHING ACREAGE 5 ZONE R-4D

OWNER Cook's Home for the Friendless
2223 W. First St., Davenport, IA 52802

TITLE H. (IF DIFF.)

MAP

(See continuation sheet)

SITE SHEET

DESCRIPTION

FORM 2½ stories, hipped roof, many projecting pavilions, tower entrance CONST. DATE 1881-82

MATERIALS limestone from Cook family quarry near Buffalo ARCH. STYLE Victorian Eclectric

FENESTRATION Rectangular, various sizes

DIST. FEATURES Polychrome and variety of surface textures

ALTERATIONS Elevator added in 1946; gardner's cottage added in 1893, kitchen & family remodeled in 1941; sprinklers added in 1961

SITE & RELATED STR. Original 15.3 acre site cut to 5.3 acres in 1905

ARCHITECTURE

STATEMENT

The Cook Home adheres to no particular style, yet well represents architectural trends of its period. The vaguely medieval character, heavy masonry, polychrome exterior and profusion of gabled pavilions, culminating in the entrance tower, reflect the picturesque ideals of victorian America, but the horizontality achieved through plan and broad beltcoursing derives from the shingle idiom. The extensive, landscaped grounds provide an effective setting.

T.W. McClelland, contractors
A.N. Carpenter, Landscape Architect
E.C. Gardner, Architect (Springfield, Mass.)

SOURCES

Oszuscik, p. 280
Inventory File, Iowa Division of Historic Preservation

82-610-069

HISTORY

SIGNIFICANCE

This building focuses attention on an important local chariety institution - the Clarissa C. Cook Home. The home was typical of the private philanthropic activities undertaken in Davenport at the end of the 19th Century. Because the Cook Home continues to operate in the same fashion it did when it was established in 1881-82, its significance is increased.

DESCRIPTION

The Clarissa Cook Home for the Friendless was established in 1881-82 as a social philanthropic project of Clarissa Cram Cook's will. The facility was directed at "destitute and indigent" women of 60 years of age or older. Life tenancy was provided for the women after they paid a $100 admission fee. The home was operated by a board of managers composed of prominent businessmen, industrialists and attorneys using income from the Home's endowment to supplement income from the residents.

In 1905 the Home platted a ten acre addition to the city for the establishment of a residential neighborhood. The $650 lots were sold and the Cook Home underwrote the sales with loans to the buyers for the erection of houses.

The Home prospered through the 1920's until in 1932 endowment income and monthly income failed to cover expenses. From 1932 until 1939 the Home received assistance from the City and County governments to continue operation. Additional difficulty came in 1942-44 because of the difficulty of retaining employees because of the war.

SOURCES

"The Will and Codicil Thereto, Clarissa C. Cook," Circuit Court of Iowa for Scott County, June, 1877.

Clarissa C. Cook's Home, Minutes, 1880-1960.

Interviews, Fern Paper, former Secretary to Clarissa C. Cook Home, February and March, 1981.

ARCHITECTURAL HISTORIAN: Martha Bowers | HISTORIAN: MARLYS SVENDSEN-ROESLER | SURVEY COMP. 1981

EVALUATION

ARCHITECTURAL

I. ARCH. EVALUATION: Good
II. ENVIR. STATURE: Focus
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: Social & Humanitarian
B. SECONDARY: _____

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.	☐	☐
NOT ELIGIBLE FOR N.R.H.P.	☐	☐

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.
☐ GRANT _____
☐ DET. OF ELIGIBILITY
☐ R. & C. _____
■ DAVENPORT A/H SURVEY
☐ _____
☐ _____

5. SUBJECT TRACES

6. PHOTO
1602-10
1628-5, 6

82-016-069

ARCHITECTURAL/HISTORICAL SURVEY

DAVENPORT, IOWA

The Architects Office
Wehner, Nowysz, Pattschull and Pfiffner
201 dey building, iowa city, iowa 52240

DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

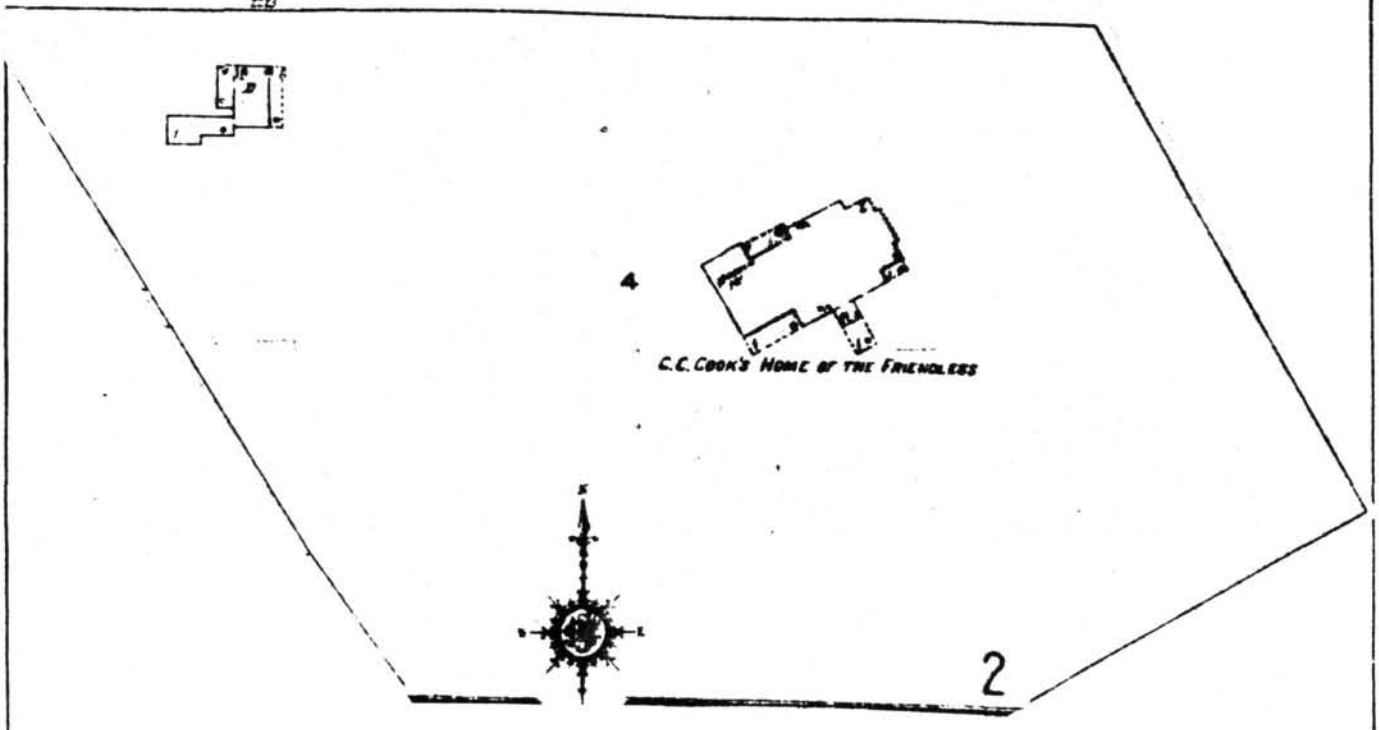
CONTINUATION

 # 82-10- W1-2223

LEGAL DESCRIPTION: Pt of the NE/4 Sec 33 and pt of Sec 34-78-3 Tract N of Claussen St W of Pine St, S of First St and E of West Park Add and Ficke's Hancock Ave Add (exc pt exempt)

ADDITIONAL PHOTOGRAPHS:

MAP:



82-010-069

ARCHITECTURAL/HISTORICAL SURVEY

DAVENPORT, IOWA

The Architects Office
Wehner, Nowysz, Pattschull and Pfiffner
201 city building, iowa city, iowa 52240

DAVENPORT COMMUNITY DEVELOPMENT DEPARTMENT
IOWA DIVISION OF HISTORIC PRESERVATION

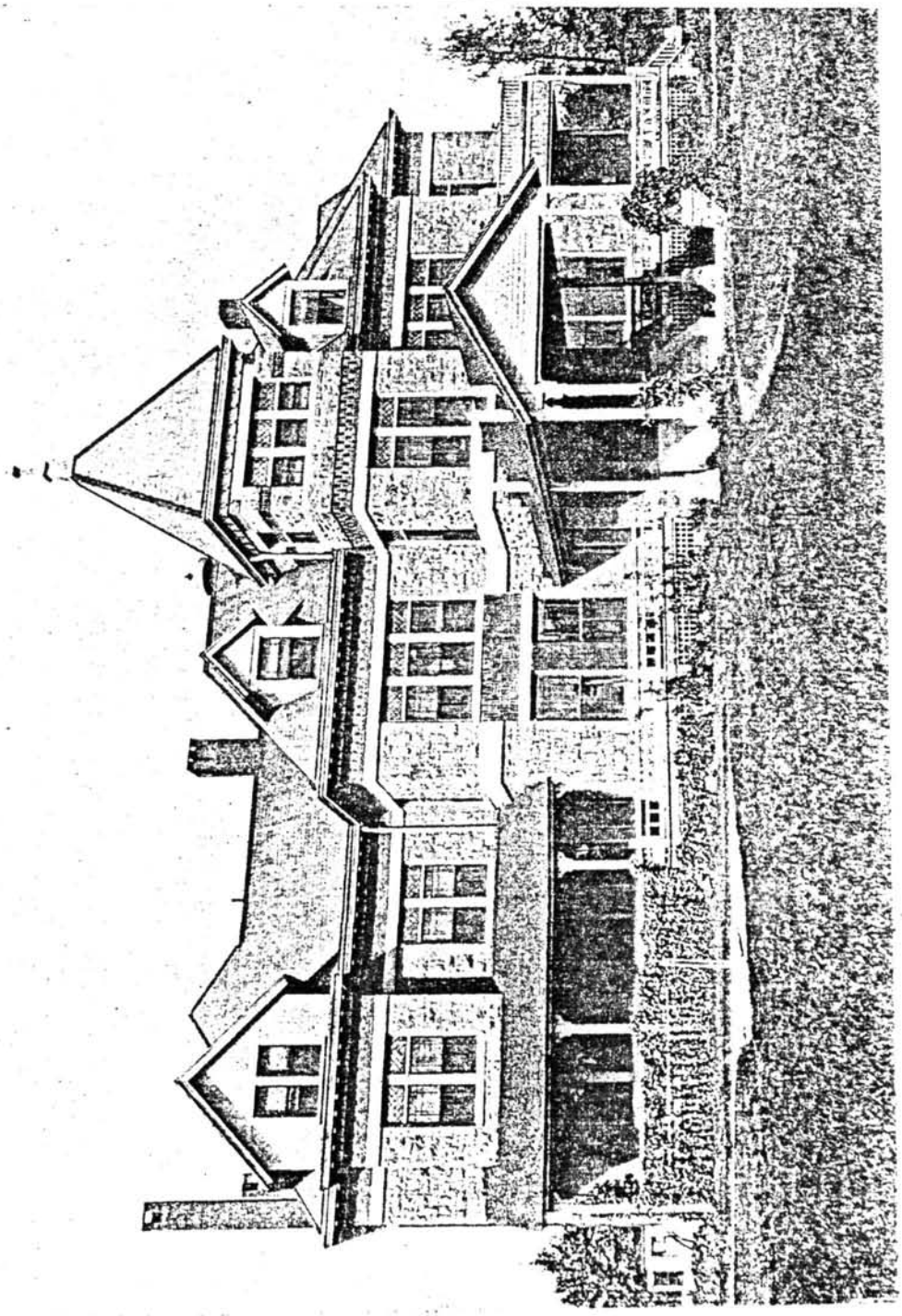
CONTINUATION

 # 82-10- 1-W2223

ARCHITECTURE:

Statement continued.

Cook home in 1901, photo from Pictureque Tri-Cities



Site Inventory Form

State Historical Society of Iowa

5/13/2005 Printed from Database

Inventory #: **82-00215**

Opinion	Source - Year	Criteria A B C D	Considerations A B C D E F G
Opinion of Eligibility	**Consultant-1982**	**Y N Y N**	**N N N N N N N**
Opinion of Eligibility	**SNRC-1983**	**Y N Y N**	**N N N N N N N**
Listed on NRHP	**NPS-1983**	**Y N Y N**	**N N N N N N N**

In District:

Review & Compliance #:

1. Name of Property NRHP Listed: **7/7/1983** Non-Extant: **No** Non-Extant Year:

historic name: **Cook, Clarissa, Home for the Friendless**

other names: 82-010-069 Cook's Home for the Friendless

2. Location

street & number: **2223 W 1st St**

City: **Davenport** Vicinity: **No** County: **Scott**

Legal Description: (If Rural)

(If Urban) Subdivision: Block: **78** Lot: **33**

5. Classification

Category of Property: **Building(s)**

Number of Resources within Property

Contributing:	Non-Contributing:	
1	**0**	Buildings
0	**0**	Sites
0	**0**	Structures
0	**0**	Objects
1	**0**	Total

Name of related survey or MPS

HADB: **82 - 004** **Bowers, Martha H., 1982 - Historical and Architectural Resources of Davenport, Iowa**

HADB: **82 - 011** **Planning Division: Community Development Department, 1986 - Historic Preservation Chapter: Davenport Comprehensive Plan**

HADB: **82 - 013** **Bowers, Martha H., 1984 - Davenport Architecture: Tradition and Transition**

HADB: **82 - 014** **Svendsen, Marlys A., 1982 - Davenport: Where the Mississippi Runs West. A Survey of Davenport History and Architecture**

HADB: **82 - 015** **Svendsen, Marlys A., 1980 - Davenport Historical Survey Report (Draft of Davenport: Where the Mississippi Runs West)**

HADB: **82 - 018** **Soike, Lowell J., 1989 - Historic Resources of Davenport, Iowa**

6. Function or Use

Historic Functions

DOMESTIC/institutional housing

HEALTH CARE/sanitarium/rest home

Current Functions

DOMESTIC/institutional housing

HEALTH CARE/sanitarium/rest home

7. Description

Architectural Classification

Late Victorian

Materials

Foundation: **Stone**

Walls: **Stone**

Roof: **Asphalt**

Other:

8. Statement of Significance

Applicable National Register Criteria

Y A: Significant Events

N B: Significant Persons

Y C: Architectural Characteristics

N D: Archaeology

(Y=Yes N=No M=More Research Recommended)

Criteria Considerations

N A: Religious Institution

N B: Moved

N C: Birthplace or Grave

N D: Cemetery

N E: Reconstructed

N F: Commemorative Property

N G: Less than 50 Years of Age

Area of Significance

Landscape Architecture

Social History

Significant Dates

Construction Year:

1881 ☑ Circa

Other Dates:

1881-1882

Significant Person:	Architect:	Builder
	Carpenter, A. N., Galesburg, IL landscape architect **Gardner, E. C., Springfield, MA**	**McClelland, T. W. contractor**

10. Geographic Data

UTM References:

15-699420-4598080 NAD27

PDFs\Scott\82-00215 - Clarissa Cook Home for the Friendless.pdf

National Register 7/9/83
82-010-064

Application
Form "A"
1972

Scott
(County)

IOWA SURVEY OF HISTORIC RESOURCES

(Please Type)

1. Name and address of organization or individual submitting this application:

Hortense Finch 2510 Harrison Davenport

2. Name of Property: Friendless Date:

Clarissa C. Cook Home for the Friendless March 1973

3. Location of Property:
   Street and Number Pine and West First
   City or Town Davenport
   County Scott
   Original Location here

4. Nature of Property: Building(s) (X) District or Area ( ) Site ( )
   Oject ( ) Other:

5. Present Owner of Property: Public ( ) Private ( ) endowed
   Name
   Street and Number
   City or Town
   County
   State

6. Present Use of Property:
   Residence for women who pay a moderate monthly fee for board and room.

7. Legal Description of Property:

8. Condition of the Property: Excellent (X) Good ( ) Deteriorated ( )
   Ruins ( ) Unexposed ( )
   Give Brief Description of the Physical Appearance of the Property:
   (Style, Shape, Materials Used)
   Three-story, 35 room, limestone structure.

9. Is the significance of the property so designated on or near its location? Yes ( ) No ( ) If yes, tell how: _____

10. Photographs Included: Yes ( ) No (X) If yes, give the year taken, direction and weather conditions: _____

11. Significance of the Property (Document): Due to architecture (type, age, and/or origin of materials used) or history (historic person or event):

Built in 1811 of limestone quarried from the Cook's own property near Buffalo Mrs. Cook, wife of a distinguished Pennsylvanian architect, constructed this 35 room building for $19,500. Four of the original fireplaces outlined with Delft hand-painted tiles remain as an example of grandeur. The building is set on seven acres planted with rare trees as North American magnolias and surrounded by a lilac hedge. A typical cottage for the caretaker was provided. On the west side is a ground-mistaken for a root-cellar-that is actually a brick lined cave for storing potatoes, onions, etc. Mrs. Cook will provided $50,000 for founding a home for the friendless where destitute women might find relief. another provision added $65,000 more to the bequest

12. List Architect and Builder if known:

13. Individuals who may be contacted regarding this application:

Name The Clarion Cook Board
Street and Number
City or Town
Telephone Number

Name
Street and Number
City or Town
Telephone Number

Name
Street and Number
City or Town
Telephone Number

Education: A major school building program at the turn of the century resulted in removal of earlier 19th century public school buildings. Schools built under the program include Taylor (WA-1400), Buchanan (6-W2004) and City High and associated structures (1100 block, Main). Kemper, Sheldon, and St. Katherine's Halls represent higher education under Episcopal auspices, while the Catholics are represented by St. Ambrose College and Immaculate Conception Academy. The earliest extant college building is Iowa College (7-W517), built in 1848 and incorporated into a large Colonial Revival house after 1900.

Social/Humanitarian: Very few structures have been found to associate with Davenport's major 19th century social movements, such as temperance, women's suffrage, labor, library and welfare. They include Clarissa C. Cook Library (BR-530), Clarissa C. Cook Home for the Friendless (PZ-102), Iowa Soldiers' Orphans' home (2800 Eastern), the Jacob Goering house (HA-721), and the Lend-A-Hand Club Building (MA-5105).

Architecture: This theme, of course, includes many of the resources that are also significant for their historical associations. Architecturally significant structures include the whole range of building types, materials and architectural styles used in 19th and early 20th century Davenport. Effort has been made to include representative examples of all forms of Davenport architecture, and to avoid limiting selection only to "textbook" examples. Unlike illustrations in style guides, Davenport's architectural resources exhibit a great deal of variation, often the result of combining features from two or more styles in a single building. Thus, while "textbook" examples are appropriately recognized, so also are many buildings that illustrate how Davenport builders and clients adapted major styles to their own satisfaction.

United States Department of the Interior
Heritage Conservation and Recreation Service

National Register of Historic Places Inventory—Nomination Form

For HCRS use only
received
date entered

Architects In Davenport

As a major urban center, Davenport offered excellent business opportunities for professional architects. Among the earliest were Willett Carroll (1827-1892), originally from New York, who practiced here from 1853 to 1874 before moving on to Chicago; and John C. Cochrane (1835-1887), a New Englander who spent the years 1855-1859 in Davenport. Few of Carroll's buildings remain, among them the Miller and Price houses on Brady Street. Cochrane's short stay in Davenport limited his local output, but it is believed to have included the E. S. Barrows house, as well as the first Burtis Hotel, no longer extant. Cochrane is best known in Iowa for the Madison County Courthouse and the Iowa State Capitol, both designed with J. C. Picquenard.

Whereas Carroll and Cochrane eventually moved on to larger cities, most later architects came to Davenport to stay. Edward Seymour Hammatt (1856-1907) attended M.I.T. during 1875-1879, studying under William Ware. Subsequent employment included periods with Ware and Van Brunt, J. B. Snook, and Napoleon LeBrun. Following a year with Albert W. Fuller at Albany, Hammatt came to Davenport in 1888. Among his major commissions were several for the Trinity Episcopal diocese (Kemper and Sheldon Halls, a classroom building for St. Katherine's Hall), and the George French and Edward Edinger houses.

John Ross, about whom little is known, came to Davenport in 1877 from Chicago. His known works include major buildings such as the 1877 Fire King fire station (PY117), City Hall, and the no longer extant 1888 Scott County Courthouse and 1887 Masonic Temple.

Two important 19th century architect-builders were Victor Huot (1822-1904) and Thomas W. McClelland (1831-1902). Huot came to Davenport from France, via Cleveland and New Orleans, around 1865. Most of his major works were commissions from the Roman Catholic diocese here, among them St. Mary's and St. Joseph's churches, and institutional buildings for St. Ambrose College and Immaculate Conception Academy. As a builder and owner of a slate roofing firm, Huot also participated in construction of Trinity Episcopal Cathedral, the Parker-Ficke house, and the Davies house.

T. W. McClelland (1831-1902) opened a sash and blind factory in 1855, and by the early 1860's enjoyed no little prestige as the builder of Camp McClellan and the Confederate prison camp on Arsenal Island. McClelland was perhaps Davenport's most prolific 19th century builder, his known works ranging from the two-story, three-bay front gable house type found throughout the city, to the high style of the Second Empire Parker-Ficke house. His firm employed at least one "in-house" architect, Benjamin W. Gartside, who is credited with designing the Clarissa C. Cook Memorial Library (BR-528).

Davenport's premier 19th century architect was Frederick George Clausen, who came to the city from his native Germany in 1869. After a year as draftsman with T. W. McClelland, Clausen opened his own office. He practiced alone for 25 years, his work including the new Burtis Hotel (4E210) (1871), the Forrest block (BR-401) (1875), the Henry Lischer house (6W624) and the Petersen Department store of 1891 (2W123).

IOWA, Scott County, Davenport, Claussen, William, House (Davenport MRA), 2215 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, Clifton-Metropolitan Hotel (Davenport MRA), 130 W. River Dr. (07/07/83)
IOWA, Scott County, Davenport, Cook, Clarissa, Home for the Friendless (Davenport MRA), 2223 W. 1st St. (07/07/83)
IOWA, Scott County, Davenport, Cottage at 1514 and 1516 W. Second Street (Davenport MRA), 1514—1516 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, Currier House (Davenport MRA), 1421 Grand Ave. (07/07/83)
IOWA, Scott County, Davenport, Davenport Hotel (Davenport MRA), 324 Main St. (07/07/83)
IOWA, Scott County, Davenport, Democrat Building (Davenport MRA), 407—411 Brady St. (07/07/83)
IOWA, Scott County, Davenport, Dillon Memorial (Davenport MRA), S. Main St. (07/07/83)
IOWA, Scott County, Davenport, Dils-Downer House (Davenport MRA), 1020 E. 15th St. (07/07/83)
IOWA, Scott County, Davenport, Donahue Building (Davenport MRA), 114 W. 3rd St. (07/07/83)
IOWA, Scott County, Davenport, Ewert, Ferdinand, Building (Davenport MRA), 1107 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, Ferner, Matthias, Building (Davenport MRA), 212 Main St. (07/07/83)
IOWA, Scott County, Davenport, Ficke Block (Davenport MRA), 307—309 Harrison St. (07/07/83)
IOWA, Scott County, Davenport, Finch, Fred, House (Davenport MRA), 719 Main St. (07/07/83)
IOWA, Scott County, Davenport, First Bible Missionary Church (Davenport MRA), 2202 W. 4th St. (07/07/83)
IOWA, Scott County, Davenport, First National Bank Building (Davenport MRA), 201 W. 2nd. St. (07/07/83)
IOWA, Scott County, Davenport, First Presbyterian Church (Davenport MRA), 316 E. Kirkwood Blvd. (07/07/83)
IOWA, Scott County, Davenport, Fisher, Lewis M., House (Davenport MRA), 1003 Arlington Ave., (07/07/83)
IOWA, Scott County, Davenport, French, Alice, House (Davenport MRA), 321 E. 10th St. (07/07/83)
IOWA, Scott County, Davenport, Gabbert, William, House (Davenport MRA), 1210 Tremont St. (07/07/83)
IOWA, Scott County, Davenport, Gannon, M.V., House (Davenport MRA), 631 Farnham St. (07/07/83)
IOWA, Scott County, Davenport, Gaspard, D. Julius, House (Davenport MRA), 510 W. 10 1/2 St. (07/07/83)
IOWA, Scott County, Davenport, Germania-Miller/Standard Hotel (Davenport MRA), 712 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, Glaspell, Isaac, House (Davenport MRA), 621 LeClaire St. (07/07/83)
IOWA, Scott County, Davenport, Goering, Jacob, House (Davenport MRA), 721 Harrison St. (07/07/83)
IOWA, Scott County, Davenport, Goodrich, William T., House (Davenport MRA), 1156 E. 15th St. (07/07/83)
IOWA, Scott County, Davenport, Hauschild's Hall (Davenport MRA), 1136 W. 3rd St. (07/07/83)
IOWA, Scott County, Davenport, Hebert, Louis, House (Davenport MRA), 914 Farnan St. (07/07/83)
IOWA, Scott County, Davenport, Heinz, Bonaventura, House (second) (Davenport MRA), 1130 W. 5th St. (07/07/83)
IOWA, Scott County, Davenport, Henne, Robert, House (Davenport MRA), 1445 W. 3rd St. (07/07/83)
IOWA, Scott County, Davenport, Hibernia Hall (Davenport MRA), 421 Brady St. (07/07/83)
IOWA, Scott County, Davenport, Hoffman Building (Davenport MRA), 510 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, Hoffman, Samuel, Jr., House (Davenport MRA), 2108 W. 3rd St. (07/07/83)
IOWA, Scott County, Davenport, Hose Station No. 1 (Davenport MRA), 117 Perry St. (07/07/83)
IOWA, Scott County, Davenport, Hose Station No. 6 (Davenport MRA), 1410 Marquette St. (07/07/83)
IOWA, Scott County, Davenport, Hose Station No. 7 (Davenport MRA), 1354 W. 4th St. (07/07/83)
IOWA, Scott County, Davenport, House at 1646 W. Second Street (Davenport MRA), 1646 W. 2nd St. (07/07/83)
IOWA, Scott County, Davenport, House at 2123 W. Second Street (Davenport MRA), 2123 W. 2nd St.

2223 W. 1st St.

Permit No. 60182
Issued 9-20-54
Appln. No. 17720

C.C. Cook Home - O
116 S. Pine St.

Same

Tear down old garage attached to rear and west of residence & build 24 x 24 garage for single garage and storage purposes. Frame const. 2/6 rafters, 2/4 ties, studs, etc. 1" drop siding & asphalt shingles; set on reinforced concrete slab. All as per application on file and per code.

$1500.00

J. 11-24-54 H.W.

N. Pine St.

Permit #8288
Issued 12-7-23

E. Griebel -O-
Same

Garage $100.00

Werderitch, Matt

From: Calvert,Ronald <rcalvert@good-sam.com>
Sent: Tuesday, January 4, 2022 7:57 AM
To: Werderitch, Matt
Cc: Dolph,Letha; Kieliszewski,Keith
Subject: [EXT] Demolition of home
Attachments: Historic Preservation Commission-Demolition Request Application.pdf; 82-00215 - Clarissa Cook Home for the Friendless NR.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Yellow Category

Matt,

Per our discussions on the cottage on the Cook Home property.

Very simple explanation:

The home and garages at 2223 West 1st Street, Davenport, IA, would be better to demo and remove the structures in lieu of repair and update. The costs to repair and update would not be worth the investment, because of the age and wear & tear of the buildings. And leaving the buildings as is causes dangers and liability risks to our apartment building residents and the neighborhood.

Ron Calvert
Supervisor of Operations
Good Samaritan Society-Davenport
700 Waverly Rd
Davenport, IA 52804
563-579-7414

Confidentiality Notice: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain privileged and confidential information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

Complete application can be emailed to planning@davenportiowa.com

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

Applicant (Primary Contact)
Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

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

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 demolition approval are mapped with any of the following symbols:

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 historic demolition approval required?
Prior to submission of a building permit.

Pre-Submittal requirement

- An informal meeting (work session) with the Historic Preservation Commission is required prior to the Commission voting on the demolition. The purpose of the meeting is understand the need for the demolition, explore any viable alternatives, and clarify what additional information will be required for formal consideration.

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.
- A report from a licensed engineer or architect as to the structural soundness, suitability for rehabilitation and possible new uses.
- Assessed value of the land and improvements from two most recent assessments.
- The real estate taxes paid during the previous two years.
- All appraisals obtained by the owner or applicant in connection with the purchase.
- Any listing of the property for sale or rent, price asked and offers received, if any.
- All building, fire, and housing code violations for two years.
- Any federal, state, or local citations which have determined the building to be a nuisance.
- Estimated market value of the property after the proposed demolition and renovation for re-use.
- If the property is income-producing: annual income, operating experience, annual cash flow, proof that efforts have been made to obtain reasonable return on the investment

Formal Procedure

(1) Pre-Submittal Requirement:

- An informal meeting (work session) with the Historic Preservation Commission is required prior to the Commission voting on the demolition. The purpose of the meeting is understand the need for the demolition, explore any viable alternatives, and clarify what additional information will be required for formal consideration.

(2) 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.

(3) 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.

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

- If approved, historic demolition approval does not constitute a City permit and does vest against any other land development regulation or regulatory approval. You will need to contact Davenport Public Works and other regulatory agencies regarding permits.
- **Property listed on the Davenport Register of Historic Places.** If denied, the decision is final. 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.
- **Property listed on the National Register of Historic Places only.** The Historic Preservation Commission may vote to delay demolition and direct staff to staff prepare an individual property nomination to the Davenport Register Historic Places for Commission consideration at a subsequent meeting. In the event the vote to recommend nomination of the property fails, demolition is approved. In the event the vote to recommend nomination of the property is approved, the nomination is forwarded to the City Council for formal consideration. The City Council shall determine by a majority of the entire Council either to allow the structure to be demolished or to approve listing on the Davenport Register of Historic Places. If the property is listed on the Davenport Register of Historic Places, demolition is denied.

Applicant: Date:

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: Date:

Planning staff

Date of the Public Meeting:

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

City of Davenport Zoning Historic Preservation Commission
2021 Meeting and Submittal Calendar

Local Landmark Nomination Application	Local Landmark HPC Commission Meeting	All Other Historic Preservation Applications	All Other Historic Preservation Applications HPC Meeting
Application Submittal	**HPC Commission Meeting**	**Application Submittal**	**HPC Meeting**
Friday 5:00 p.m.	**Tuesday 5:00 p.m.**	**Friday 5:00 p.m.**	**Tuesday 5:00 p.m.**
Public Works Center	**Council Chambers | City Hall**	**Public Works Center**	**Council Chambers | City Hall**
1200 E 46th St	**226 W 4th St**	**1200 E 46th St**	**226 W 4th St**
Davenport IA, 52807	**Davenport IA, 52801**	**Davenport IA, 52807**	**Davenport IA, 52801**
11/30/2020	1/12/2021	12/31/2020	1/12/2021
12/23/2020	2/9/2021	1/29/2021	2/9/2021
1/22/2021	3/9/2021	2/26/2021	3/9/2021
2/26/2021	4/13/2021	4/5/2021	4/13/2021
3/26/2021	5/11/2021	4/30/2021	5/11/2021
4/23/2021	6/8/2021	5/28/2021	6/8/2021
5/28/2021	7/13/2021	7/2/2021	7/13/2021
6/25/2021	8/10/2021	7/30/2021	8/10/2021
7/30/2021	9/14/2021	9/3/2021	9/14/2021
8/27/2021	10/12/2021	10/1/2021	10/12/2021
9/24/2021	11/9/2021	10/29/2021	11/9/2021
10/29/2021	12/14/2021	12/3/2021*	12/14/2021

Location/Date/Time are subject to change. Contact planning@davenportiowa.com to confirm meeting date/time/location.

Scott County / City of Davenport, Iowa

Summary - Auditor's Office

Parcel ID	J0024-16A
Alternate ID	J13062
Property Address	**2223 W 1ST ST DAVENPORT IA 52802**
Sec/Twp/Rng	33-78-03
Brief Tax Description	Sec:33 Twp:78 Rng:03PT OF THE NE/4 SEC33 & PT OF SEC34-78-3 TRACT N OFCLAUSSEN ST W OF PINE ST, S OF FIRST ST & E OF WEST PARK ADD & FICKE'S HANCOCK AVE ADD (EXC PT EXEMPT) (Note: Not to be used on legal documents)
Deed Book/Page	2013-35329
Contract Book/Page	
Gross Acres	0.00
Net Acres	0.00
Adjusted CSR Pts	0
Class	R - Residential (Note: This is for tax purposes only. Not to be used for zoning.)
District	DAD - DAVENPORT DAVENPORT
School District	DAVENPORT SCHOOL
Subdivision	

Owners - Auditor's Office

Deed Holder	Contract Holder	Mailing Address
THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY 700 WAVERLY RD DAVENPORT IA 52804		THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY 700 WAVERLY RD DAVENPORT IA 52804

Land - Assessor's Office

Map Area	J13
Lot Dimensions	Regular Lot: 40.00 x 60.00
Lot Area	0.06 Acres; 2,400 SF

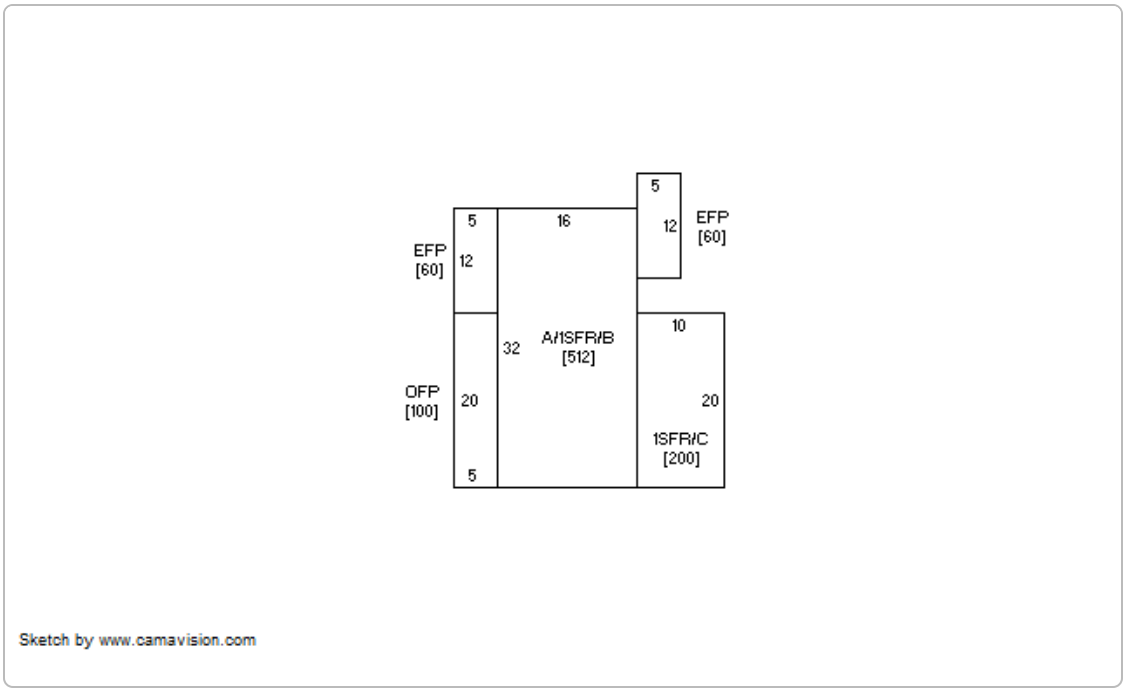
Land Sizes Used For Assessment Purposes Only. Not A Survey Of The Property.

Residential Dwelling - Assessor's Office

Residential Dwelling	
Occupancy	Single-Family
Style	1 Story Frame
Year Built	1920
Exterior Material	Aluminum
Total Gross Living Area	994 SF
Attic Type	Fully Finished; 282 SF
Number of Rooms	0 above; 0 below
Number of Bedrooms	2 above; 0 below
Basement Area Type	Full
Basement Area	512
Basement Finished Area	
Plumbing	1 Full Bath;
Central Air	Yes
Heat	FHA - Gas
Fireplaces	
Porches	1S Frame Open (100 SF); 1S Frame Enclosed (60 SF); 1S Frame Enclosed (60 SF);
Decks	
Additions	1 Story Frame (200 SF);
Garages	

Photos - Assessor's Office

Sketches - Assessor's Office



Permits - Assessor's Office

Permit #	Date	Description	Amount
M019390	08/15/2018	HVAC	6,255

Sales - Assessor's Office

Date	Seller	Buyer	Recording	Sale Condition - NUTC	Type	Multi Parcel	Amount
11/1/2013	CLARISSA C COOK HOME	THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY	2013-35329	NONE	WD	Y	$0.00
1/1/1993		CLARISSA C COOK HOME		NONE	X		$0.00

Recent Sales in Area

Sale date range:

From:

02/01/2012

To:

02/01/2022

Sales by Neighborhood

Sales by Subdivision

1500

Feet

Sales by Distance

Valuation - Assessor's Office

		2021	2020	2019	2018	2017
	Classification	Residential	Residential	Residential	Residential	Residential
+	Assessed Land Value	$7,080	$7,080	$7,080	$7,080	$7,080
+	Assessed Building Value	$0	$0	$0	$0	$0
+	Assessed Dwelling Value	$55,650	$48,630	$48,630	$45,930	$45,930
=	Gross Assessed Value	**$62,730**	**$55,710**	**$55,710**	**$53,010**	**$53,010**
-	Exempt Value	$0	$0	$0	$0	$0
=	Net Assessed Value	**$62,730**	**$55,710**	**$55,710**	**$53,010**	**$53,010**

Taxation - Auditor\Treasurer's Office

		2020 Pay 2021-2022	2019 Pay 2020-2021	2018 Pay 2019-2020	2017 Pay 2018-2019
x	Rollback (estimated)	56.41	55.07	56.92	55.62
+	Taxable Land Value	$3,994	$3,899	$4,030	$3,938
+	Taxable Building Value	$0	$0	$0	$0
+	Taxable Dwelling Value	$27,432	$26,783	$26,142	$25,547
=	Gross Taxable Value	**$31,426**	**$30,682**	**$30,172**	**$29,485**
-	Military Credit	$0	$0	$0	$0
=	Net Taxable Value	**$31,426**	**$30,682**	**$30,172**	**$29,485**
x	Levy Rate (per $1000 of value)	39.37037	39.44684	39.41990	39.48449
=	Gross Taxes Due	**$1,237.25**	**$1,210.31**	**$1,189.38**	**$1,164.20**
-	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	**$1,238.00**	**$1,210.00**	**$1,190.00**	**$1,164.00**

Tax History - Treasurer's Office

Year	Due Date	Amount	Paid	Date Paid	Receipt
2020	March 2022	$619	No		676674
	September 2021	$619	Yes	9/10/2021	
2019	March 2021	$605	Yes	2/26/2021	602752
	September 2020	$605	Yes	9/2/2020	
2018	March 2020	$595	Yes	3/17/2020	651959
	September 2019	$595	Yes	9/10/2019	
2017	March 2019	$582	Yes	3/8/2019	605051
	September 2018	$582	Yes	8/31/2018	
2016	March 2018	$603	Yes	3/5/2018	621288
	September 2017	$603	Yes	9/6/2017	
2015	March 2017	$580	Yes	5/16/2017	789882
	September 2016	$580	Yes	9/19/2016	

2014	March 2016	$596	Yes	3/17/2016	715098
	September 2015	$596	Yes	9/15/2015	
2013	March 2015	$585	Yes	3/24/2015	626405
	September 2014	$585	Yes	9/23/2014	
2012	March 2014	$586	Yes	9/4/2013	629344
	September 2013	$586	Yes	9/4/2013	
2011	March 2013	$568	Yes	3/12/2013	628944
	September 2012	$568	Yes	9/11/2012	
2010	March 2012	$483	Yes	3/20/2012	639840
	September 2011	$483	Yes	9/30/2011	
2009	March 2011	$466	Yes	8/24/2010	628741
	September 2010	$466	Yes	8/24/2010	
2008	March 2010	$443	Yes	8/25/2009	639624
	September 2009	$443	Yes	8/25/2009	

Special Assessments - Treasurer's Office

Project:
20211230-0 - Davenport Utility Fee
Accepted Date:
12/30/2021
Parcel Number:
J0024-16A
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
$99.20

Payment	Due Date	Principal Left	Tax Billed	Amortized Interest	Interest	Admin Fees	Total	Receipt Number	Date Paid
1	9/30/2022	$94.20	$94.20	$0.00	$0.00	$5.00	$99.20	217852	
Total			**$94.20**	**$0.00**	**$0.00**	**$5.00**	**$99.20**		

Project:
20211230-01 - Davenport Utility Fee
Accepted Date:
12/30/2021
Parcel Number:
J0024-16A
Amortization Date:
12/1/2022
Amortized Interest:
0
Number of Years:
0
Payoff:
$35.75

Payment	Due Date	Principal Left	Tax Billed	Amortized Interest	Interest	Admin Fees	Total	Receipt Number	Date Paid
1	9/30/2022	$30.75	$30.75	$0.00	$0.00	$5.00	$35.75	218796	
Total			**$30.75**	**$0.00**	**$0.00**	**$5.00**	**$35.75**		

Project:
20210928 - Davenport Utility Fee
Accepted Date:
9/28/2021
Parcel Number:
J0024-16A
Amortization Date:
12/1/2022
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	9/30/2022	$69.90	$69.90	$0.00	$0.00	$5.00	$74.90	206048	10/21/2021
Total			**$69.90**	**$0.00**	**$0.00**	**$5.00**	**$74.90**		

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Link to Data Correction Feedback Form

Treasurer Data Correction Feedback Form

Link to Treasurer Data Correction Feedback Form

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Scott County / City of Davenport, Iowa

Summary - Auditor's Office

Parcel ID	J0024-16
Alternate ID	J13061
Property Address	**100 S PINE ST** **DAVENPORT IA 52802**
Sec/Twp/Rng	34-78-03
Brief Tax Description	Sec:34 Twp:78 Rng:03PT OF NE/4 SEC 33 &PART OF NW/4 SEC34-78-3 TRACT N OFCLAUSSEN ST WEST OF PINE ST S OF 1ST ST & EAST OF WEST PARK ADD & FICKE'S HANCOCK AVE ADD (Note: Not to be used on legal documents)
Deed Book/Page	2013-35329
Contract Book/Page	
Gross Acres	0.00
Net Acres	0.00
Adjusted CSR Pts	0
Class	C - Commercial (Note: This is for tax purposes only. Not to be used for zoning.)
District	DAD - DAVENPORT DAVENPORT
School District	DAVENPORT SCHOOL
Subdivision	

Owners - Auditor's Office

Deed Holder	Contract Holder	Mailing Address
THE EVANGELICAL LUTHERAN GOOD SAMARITIN SOCIETY 700 WAVERLY RD DAVENPORT IA 52804		THE EVANGELICAL LUTHERAN GOOD SAMARITIN SOCIETY 700 WAVERLY RD DAVENPORT IA 52804

DBA (Doing Business As) - Assessor's Office

COOK LEGACY VILLAGE

Land - Assessor's Office

Map Area Exempt
Lot Area 4.40 Acres ; 191,664 SF

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

Commercial Buildings - Assessor's Office

Total GBA 10,745 SF
Total Units 9

Building 1: Independent Living Apartments, (6 units), Brick Veneer, 2 Story, Built - 1880, 4188 SF, Bsmt - 4188 SF, HVAC - Combination FHA - AC, Roof - Asph. Shingle/ Wood Dk, Condition - Normal
Adjustments: Concrete patio, 216 SF
Porch, 104 SF
Porch, 266 SF
Porch, 25 SF
Concrete patio, 243 SF
Steps & Raised Stoop, 54 SF
Sprinkler - exposed wet, 12830 SF
Portico, 324 SF

Addition 1: Independent Living Apartments, Vinyl - Frame, 1 Story, Built - 1880, 2000 SF, Bsmt - 0 SF
HVAC - Combination FHA - AC, Roof - Asph. Shingle/ Wood Dk
Adjustments: Sprinkler - exposed wet, 2000 SF

Addition 2: Independent Living Apartments, Vinyl - Frame, 1 Story, Built - 2015, 369 SF, Bsmt - 0 SF
HVAC - Vacuum Gas (Radiant), Roof - Asph. Shingle/ Wood Dk
Adjustments: A/C - deduct, 369 SF
Sprinkler - exposed wet, 369 SF

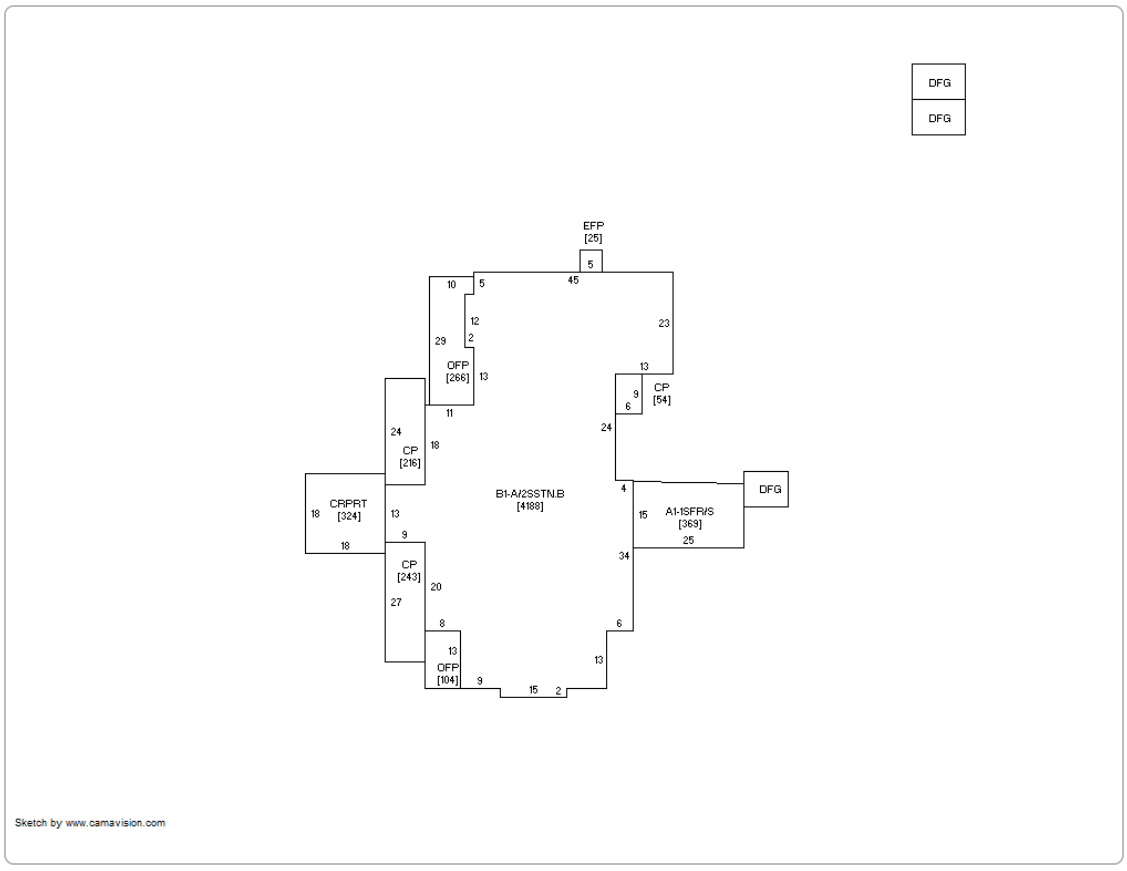
Plumbing: 1 - Hot Water Tank - 150-gal, 6 - 3-Fixture Bathroom, 2 - Sink-Kitchen, 1 - Toilet Room
Building Extras: #1- Elevator - Pass. Electric, Geared, 100 Ft/Min, 4 Stops, 1,000 Lb Capacity, 1992, Qty1

Yard Extras - Assessor's Office

#1 - (1) Paving - Asphalt 3,000 SF, Asphalt Parking, Average Pricing, Lighting: Low, Built 1990
#2 - (1) Fencing - Chain No Barbs, 4 Ft-Hgh, 1,800 LF, 0 LF-Gates, Built 1950
#3 - (1) Garage 576 SF, Frame, Average Pricing, Built 1955
#4 - (1) Garage 384 SF, Frame, Low Pricing, Built 1981
#5 - (1) Garage 3,379 SF, Frame, Average Pricing, Built 2014
#6 - (1) Fencing - Vinyl 6 Ft High, 80 LF, Average Fence Pricing, 0 LF gate, Built 2015
#7 - (1) Paving - Asphalt 17,000 SF, Asphalt Parking, Average Pricing, Lighting: Low, Built 2015

Photos - Assessor's Office

Sketches - Assessor's Office



Permits - Assessor's Office

Permit #	Date	Description	Amount
E008295	10/01/2014	Misc	167,000
B021440	09/30/2014	Sprinkler/Fire Suppr	47,886
B021366	09/23/2014	Addition	1,600,000
P007467	09/16/2014	Misc	118,000
M013024	08/13/2014	Misc	220,000
190088	11/07/2002	Roof	23,984
183222	12/20/2000	Misc	16,210
170855	01/01/1997	Int-Remodel	12,064

Sales - Assessor's Office

Date	Seller	Buyer	Recording	Sale Condition - NUTC	Type	Multi Parcel	Amount
11/1/2013	COOK'S HOME FOR THE FRIENDLESS	THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY	2013-35329	NONE	WD	Y	$0.00
1/1/1993		COOK'S HOME FOR THE FRIENDLESS		NONE	X		$0.00

Recent Sales in Area

Sale date range:

From:

02/01/2012

To:

02/01/2022

Sales by Neighborhood

Sales by Subdivision

1500

Feet

Sales by Distance

Valuation - Assessor's Office

		2021	2020	2019	2018	2017
	Classification	Commercial	Commercial	Commercial	Exempt	Exempt
+	Assessed Land Value	$230,000	$230,000	$230,000	$230,000	$230,000
+	Assessed Building Value	$1,726,840	$1,726,840	$1,726,840	$1,571,960	$1,571,960
+	Assessed Dwelling Value	$0	$0	$0	$0	$0
=	Gross Assessed Value	**$1,956,840**	**$1,956,840**	**$1,956,840**	**$1,801,960**	**$1,801,960**
-	Exempt Value	($1,956,840)	($1,956,840)	($1,956,840)	($1,801,960)	($1,801,960)
=	Net Assessed Value	**$0**	**$0**	**$0**	**$0**	**$0**

Taxation - Auditor\Treasurer's Office

		2020 Pay 2021-2022	2019 Pay 2020-2021	2018 Pay 2019-2020	2017 Pay 2018-2019
+	Taxable Land Value	$0	$0	$0	$0
+	Taxable Building Value	$0	$0	$0	$0
+	Taxable Dwelling Value	$0	$0	$0	$0
=	Gross Taxable Value	**$0**	**$0**	**$0**	**$0**
-	Military Credit	$0	$0	$0	$0
=	Net Taxable Value	**$0**	**$0**	**$0**	**$0**
x	Levy Rate (per $1000 of value)	39.37037	39.44684	39.41990	39.48449
=	Gross Taxes Due	**$0.00**	**$0.00**	**$0.00**	**$0.00**
-	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	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Tax History - Treasurer's Office

Year	Due Date	Amount	Paid	Date Paid	Receipt
2020	March 2022 September 2021	$0 $0	No No		668414
2019	March 2021 September 2020	$0 $0	No No		666134
2018	March 2020 September 2019	$0 $0	No No		645456
2017	March 2019 September 2018	$0 $0	No No		663416
2016	March 2018 September 2017	$0 $0	No No		607410
2015	March 2017 September 2016	$0 $0	No No		775692
2014	March 2016 September 2015	$0 $0	No No		706820
2013	March 2015 September 2014	$0 $0	No No		666257
2012	March 2014 September 2013	$0 $0	No No		629962
2011	March 2013 September 2012	$0 $0	No No		629546
2010	March 2012 September 2011	$0 $0	No No		639839
2009	March 2011 September 2010	$0 $0	No No		629332
2008	March 2010 September 2009	$0 $0	No No		639623

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Title 14

HISTORIC PRESERVATION

Chapter 14.01
HISTORIC PRESERVATION

14.01.010. Short title. [Ord. No. 2019-02 § 4]

This chapter shall be known as the "Historic Preservation Ordinance" of the City of Davenport, Iowa.

14.01.020. Purpose. [Ord. No. 2019-02 § 4]

The purpose of this chapter is to promote the educational, cultural, aesthetic, economic and general welfare of the City of Davenport by:

A. Providing a mechanism for the community to identify, protect and enjoy the distinctive historical and architectural characteristics of Davenport which represent a visual legacy of the City's cultural, social, economic, political and architectural heritage; and

B. Fostering civic pride, through public education, by formally recognizing and honoring the notable accomplishments of past citizens as represented in the City's historic structures, sites, objects and districts; and

C. Stabilizing and/or increasing property values by encouraging the conservation, through sympathetic rehabilitation and/or reuse, of historically or architecturally significant properties; and

D. Preserving and enhancing the City's attractiveness to potential home buyers, tourists, businesses wanting to relocate and other visitors, thereby supporting and promoting commercial development and economic benefit to the City's economy; and lastly,

E. Encouraging the stabilization, rehabilitation and conservation of the existing building stock, including the prevention of needless demolition of structurally-sound buildings, in order to strengthen the City's neighborhoods and to prevent future urban blight.

14.01.030. Definitions. [Ord. No. 2019-02 § 4]

A. ALTERATION – Means any activity requiring a building, sign or demolition permit which materially or visually changes the exterior architectural features, elements and appearance of a structure. This includes, but is not limited to, construction, reconstruction, rehabilitation, relocation and demolition, in whole or in part.

B. APPURTENANT FIXTURE – Means something that belongs to or is attached to something else, either physically or legally.

C. ARCHITECTURAL FEATURE – Means and includes the exterior elements of a structure or site and their arrangement which define a particular architectural style, character and/or uniqueness. These elements include, but are not limited to, the following: facade materials,

windows, doors, mill-work, roof-cresting, fences, gates, light fixtures, signs, and all other appurtenant fixtures.

D. ARCHITECTURAL SIGNIFICANCE – Means a structure possessing any of the following characteristics is said to have architectural significance:

1. The structure is the work of or is associated with a noted architect, builder, craftsman or architectural firm; and/or

2. The structure is an exceptional example of a particular architectural design or style (whether local or typical) in terms of detail, material and workmanship; and/or

3. The structure is one of the few remaining examples of a particular use or is an example which does not clearly represent a major style but has a high degree of integrity, as defined herein; and/or

4. The structure is one of a contiguous grouping that provide a sense of cohesiveness expressed through a similarity of design, style, time period or method of construction and adding to the unique character of the area; and/or

5. The detail, material and workmanship can be valued in and of themselves as reflective of or similar to those of the majority of the other visual elements in the area.

E. BUILDING – Means a structure created to shelter any form of human activity, such as a house, garage (or carriage house), warehouse, factory, barn, church, hotel or similar structure. Buildings may refer to a historically-related grouping of structures such as a courthouse and jail or a house and barn. This term is a subset of "structure" as defined in this section.

F. CERTIFICATE OF APPROPRIATENESS – Means a document issued by the local historic preservation commission indicating its approval of work plans prior to a proposed change in the exterior architectural appearance, material or character of a designated landmark or a structure located within a designated historic district through alteration, rehabilitation, restoration, construction and reconstruction. It shall be required only for activities covered by the building and sign permit procedure.

G. CERTIFICATE OF ECONOMIC HARDSHIP – Means a certificate issued by the historic preservation commission, or by the City Council upon appeal, based on financial and economic criteria, authorizing the demolition, in whole or in part, of a designated structure.

H. CERTIFICATE OF PUBLIC HAZARD – Means a certificate issued by the historic preservation commission for the partial or complete demolition of a structure because it poses an immediate, definite and serious threat to the life, health and safety of the general public.

I. COMPATIBLE – Means to coexist with harmony and consistency.

J. CONSTRUCTION – Means building activity which physically attaches new floor space, walls and/or ceiling(s) to an existing structure or erects a new principal or accessory structure on a parcel of land.

K. DEMOLITION – Means any act requiring a building or demolition permit which removes or destroys, in whole or in part, any exterior architectural feature of a local landmark or a structure within a designated historic district.

L. DESIGN CRITERIA – Means a standard of appropriate and permissible work that will retain and preserve the architectural and historic character of a designated structure and/or district.

M. DESIGNATED – Means the status officially assigned to a structure or district by the City Council, based on a recommendation of the historic preservation commission, due to its architectural and/or historical significance, as defined herein.

N. DESIGNATED PROPERTY – Means the short term for a designated landmark, a designated district or a structure located within a designated district.

O. DISTRICT – Means an area of historical significance designated by ordinance of the City Council, as provided in Chapter 303.34 of the Iowa State Code.

P. EXTERIOR ARCHITECTURAL APPEARANCE – Means and includes the architectural treatment and general arrangement of all exterior elements of a structure. This includes, but is not limited to, the color, texture and kind of materials, and the type and size of all windows, doors, roof details, light fixtures, signs and appurtenant fixtures.

Q. HISTORICAL SIGNIFICANCE – Means structures or districts which possess any of the following traits are said to have historical significance:

1. Are significant in American history, architecture, archaeology and culture; and/or

2. Possess integrity of location, design, setting, materials, skill, feeling and association; and/or

3. Are associated with events that have been a significant contribution to the broad patterns of our history; or

4. Are associated with the lives of persons significant in our past; or

5. Embody the distinctive characteristics of a type, period, method of construction, represent the work of a master, possess high artistic values, represent a significant and distinguishable entity whose components may lack individual distinction; and

6. Have yielded, or may be likely to yield, information important in prehistory and history.

R. IMPROVEMENT – Means any structure, object, parking facility, fence, gate, wall, walkway, work of art, landscape feature or other item constituting a physical betterment of real property.

S. IMPROVEMENT PARCEL – Means the unit of land, which may contain an improvement as defined in this section and which is treated as a single entity for the purpose of levying real estate taxes.

T. INFILL DEVELOPMENT – Means new construction and/or other physical improvement of vacant land within a designated historic district.

U. INTEGRITY TAKEN AS A WHOLE, – Means the degree in which a structure, site, object or district retains its original design, materials, configuration or character.

V. LOCAL LANDMARK – Means a structure or district identified by the historic preservation commission and designated by the City Council as satisfying the criteria as architecturally and/or historically significant, as defined herein. Structures and districts officially receiving local landmark status shall hereby be regulated by this chapter and shall be listed on the "Davenport Register of Historic Properties".

W. LOCAL REGISTER – Means the short term for the Davenport Register of Historic Properties.

X. NOMINATED PROPERTY – Means a structure and/or district that is officially before the historic preservation commission and the City Council for review of eligibility for designation.

Y. NUISANCE – Means a building or structure found to be in substantial violation of City building, fire and/or housing codes.

Z. OWNER(S) OF RECORD – Means the person(s), corporation or other legal entity listed as owner(s) of real property for taxation purposes in the records of the Scott County, Iowa, Recorder of Deeds.

AA. REHABILITATION – Means the act of returning a property to a state of utility which makes possible a contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural values. Re-habilitation activities require a building permit.

BB. RELOCATION – Means the removing of a structure, in whole or in part, from its original site to be situated or reconstructed on another site.

CC. REPAIR – Means any maintenance of a structure that does not require a building permit.

DD. REPLACEMENT-IN-KIND – Means the act of replacing an architectural feature of a designated structure so as not to alter its visual appearance and character. This is accomplished by using replacement materials that replicate the previous historic feature in design, size, texture and visual appearance.

EE. RESTORATION – Means the act or process of accurately recovering the form and details, using documentary evidence, of a structure and/or a district and its setting, as it appeared at a particular period of time, by means of the removal of later work, repair or by replacement-in-kind of missing historic architectural features.

FF. SCALE IN A STRUCTURE – Is the relationship of vertical, horizontal and depth dimensions. With a district, it is the comparative relationship of the massing of the buildings, open spaces and landscape features.

GG. STRUCTURE – Means anything constructed or erected, the use of which requires permanent or temporary location on or in the ground, including but not limited to: buildings, fences, bridges, gazebos, fountains, statuary, advertising signs, billboards, backstops for tennis courts, radio and television antennas (including supporting towers and satellite dishes) and swimming pools.

14.01.040. Commission designation process. [Ord. No. 2019-02 § 4]

A. Application process. The legal owner(s) of record or the commission, may nominate a single structure for designation as a local landmark or an area as a historic district. Upon application, the commission secretary shall inform the applicant of the information needed by the commission to adequately consider the nomination.

To nominate a district for designation by the legal owners of record, a petition requesting nomination must be signed and submitted by the owners of record representing at least 51% of the total area of the proposed district, excluding public rights-of-way. After the names on the petition are verified as legal real property owners within the proposed district, the commission secretary shall notify the applicant(s) that the nomination process may continue. A copy of the petition shall also be submitted to the State Historical Society of Iowa for its review and recommendation.

B. Designation criteria. 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:

1. It is associated with events or persons that have made a significant contribution to the broad patterns of the history of the City, county, state and/or the nation; and/or

2. It embodies the distinctive characteristics of an architectural style valuable for the study of a type, period or method of construction; and/or

3. It represents the work of a master builder, craftsman, architect, engineer or landscape architect or possesses high artistic values.

C. Notification of nomination. Upon receipt of a properly completed application for designation, the commission shall place the nomination on the agenda within 60 calendar days. A notice shall be placed in a newspaper of general circulation not less than four nor more than 20 calendar days prior to the scheduled meeting stating the commission's intent to consider an application for designation. It shall contain, at the minimum, the nominated property's address, legal description and the date, time and location of the public meeting. If a district is nominated, in addition to the published public notice, a letter explaining the proposed designation shall be sent by regular mail to the owner(s) of record of real property within the proposed historic district. The commission's meeting agenda shall also be posted on the first floor City hall bulletin board used for such purposes no less than one business day prior to the scheduled time of the meeting.

D. Designation - public meeting. Upon submittal of a complete application, the commission shall conduct a public meeting to consider the designation of the nominated structure and/or district. Any interested person, group of persons or organization may submit oral and/or written testimony concerning the significance of the nominated property. The commission may also consider staff reports, and request and/or hear expert testimony.

E. Burden of documentation. The nominator(s) shall have the burden of proof to provide sufficient evidence and documentation that the nominated structure and/or district is worthy of local landmark status.

F. Recommendation by the commission. To recommend the designation of local landmarks or historic districts, the commission must pass by a simple majority vote of the members present, a vote in the affirmative. In the case of a proposed historic district, when owners of more than 33 1/3% of the proposed district's area, excluding public rights-of-way and other publicly-owned property, state their disapproval in writing on an owner comment on designation form before or during the commission's first public meeting conducted to formally consider the nomination, a super-majority vote of three-fourths of the commission members present shall be required to recommend designation as a local historic district.

The commission's recommendation for approval of the designation shall be forwarded to the City Council for final review and consideration. If the commission determines that the nominated property does not satisfy the criteria for designation, the nomination process shall cease. However, a property denied designation as part of a proposed historic

district may seek individual local landmark status at any time following the commission's or City Council's first denial. An individual structure denied designation as a local landmark may be considered for the Local Register as part of a nominated historic district at any time following its initial denial.

G. Documentation of recommendation. All commission recommendations shall be adopted by vote in a public meeting and shall be accompanied by a report stating the following information:

1. A map showing the location of the nominated structure and/or the boundaries of the proposed district; and

2. An explanation of the architectural and/or historical significance of the nominated structure and/or district as it relates to the designation criteria listed in Section 17.23.060B; and

3. An inventory of the significant exterior architectural features and property improvements that should be protected from inappropriate alterations; and

4. In the case of a designated district, a brief statement of the architectural and/or historical significance and character unique to the neighborhood that should be preserved for future generations. This statement may include design guidelines for new construction or infill development, signage, parking regulations and streetscape design or any other development issues affecting the physical appearance and use of the district.

H. Interim permit process. No building, sign or demolition permit for exterior work shall be issued for the alteration, construction, reconstruction, relocation or demolition of a nominated local landmark or for a property located within a nominated historic district from the date of filing an application for nomination with the commission until final disposition of said nomination by the commission and/or City Council. The commission shall, however, establish and exercise procedures allowing for the review and approval of emergency repairs during this process. In no event shall this limitation on permits apply for more than 120 calendar days without permission of the owner(s) of record of the property.

I. Nonapplicability. This section nor this chapter is in no way intended to and shall not prevent the demolition of a structure or object that the City housing, building, fire or legal department or the City Council had identified as being an immediate threat to the life, health and safety of the general public pursuant to the Uniform Housing Code, is a fire hazard pursuant to Uniform Fire Code or is a nuisance under state or City law.

This section or this chapter shall have no effect on and shall not prevent demolition of any building already documented as being in substantial

violation of the City's building, fire and/or housing codes before the date this chapter is adopted.

14.01.050. Designation by City Council. [Ord. No. 2019-02 § 4]

A. Action by City Council. The City Council may vote to approve with modifications or deny the ordinance for a proposed landmark or historic district designation. If the City Council denies local landmark status for the property and/or district, the same nominated property(s) may not be reconsidered by the commission for designation during the twenty-four-month period following the date of denial by the City Council, except pursuant to the exceptions stated in Section 14.01.040G.

B. Notification of decision. The commission secretary shall notify the nominator(s) by regular mail, of the City Council's determination. The notification letter shall be postmarked no later than 15 business days after the date of the City Council's ruling on said designation. If the property is designated, the commission shall pay for and cause said designation to be recorded on the property's chain of title by the Scott County, Iowa Recorder of Deeds.

C. Amendments or rescissions. The designation of any landmark or historic district may be amended or rescinded through the same procedure utilized for the original designation.

14.01.060. Certificate of appropriateness review process. [Ord. No. 2019-02 § 4]

A. Application for certificate of appropriateness. Upon application for a building or sign permit that involves a designated property, the office of construction code enforcement shall direct the applicant to the commission secretary to begin the certificate of appropriateness application process. A certificate of appropriateness must be obtained from the commission for any activity requiring a building or sign permit, except demolition, that would change the exterior architectural appearance of a structure designated as a local landmark or a structure located within a designated historic district. The activities covered shall include new construction, exterior alterations, relocations, reconstructions and infill development within designated historic districts. This approval must be obtained prior to the commencement of work and does not relieve the applicant from obtaining the other approvals required by the City.

B. Notification about application. The commission secretary shall inform the owner(s) of record of the date, time and location of the commission meeting at which the application will be considered. The commission secretary shall also post the commission's agenda on the first floor City hall bulletin board used for such purposes no less than one business day prior to the scheduled time of the meeting.

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 wetblasting 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.

E. Determination by the commission. The commission shall review a completed application for a certificate of appropriateness within 60 calendar days to determine if the proposed activity will change any exterior architectural features of the designated property. The commission shall accept, review and request additional evidence and testimony from the applicant during the public hearing. The commission shall work closely with the applicant and recognize the importance of finding an appropriate way to meet the current needs of the applicant. In addition, the commission shall recognize the importance of approving plans that will be reasonable for the applicant to carry out. The applicant may modify his/her plans as a result of the discussions with the commission and resubmit them for approval. If the

commission finds, by a simple majority, that the proposed activity conforms to the standards for review, as defined herein, then a certificate of appropriateness shall be issued approving said activity. If the commission fails to decide on an application within the specified time period, the application shall be deemed approved. If the commission denies the certificate of appropriateness, the applicant shall have the right of appeal to the City Council pursuant to Section 14.01.040I.

F. Notification of determination. The commission secretary shall notify the owner(s) of record within 15 business days of the commission's action. If the commission denies the certificate of appropriateness, the notification letter shall contain the reasons for denial and inform the applicant of his/her right to appeal.

The commission secretary shall also notify the office of construction code enforcement within three business days of the commission's action. If the commission issues the certificate of appropriateness, the commission secretary shall inform the chief building official of said approval and that the proposed work satisfies the intent of this chapter. However, if the commission denies the certificate of appropriateness, the commission secretary shall ask that the building or sign permit not be issued for said work unless an appeal to the City Council results in a reversal of the commission's denial.

G. Appeal of commission determination. The owner(s) of record 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 postmark date of the notification of determination.

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.

H. Appeal fee. A fee of $75 shall be paid by the petitioner at the time of filing a written appeal to said determination with the City Clerk.

I. Appeal criteria. The City Council, after hearing all of the evidence, 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.

J. Appeal — Public meeting. 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 in Section 14.01.040I.

14.01.070. Commission's demolition review process. [Ord. No. 2019-02 § 4]

The demolition of a designated local landmark or a property within a designated historic district shall be prohibited unless, upon application for and approval of, the commission issues a certificate of economic hardship allowing said demolition. The owner(s) of record or the City may apply for a demolition permit for designated properties.

A. Demolition application process. Demolition applications shall be made to the office of construction code enforcement. The office of construction code enforcement shall forward all demolition permit requests for local landmarks and properties within designated historic districts to the commission secretary within two business days of their receipt. 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, excluding the circumstances described in Section 14.01.090 of this chapter.

B. Criteria for demolition request. The commission shall request and receive from the applicant all information it deems necessary to adequately consider the demolition of a designated property. This may include, but is not limited to, the following:

1. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of the building(s) on the property, their suitability for rehabilitation, and possible new uses for the property; and

2. The assessed value of the land and improvements thereon according to the two most recent assessments; and

3. The real estate taxes paid during the previous two years; and

4. All appraisals obtained by the owner or applicant in connection with his purchase, financing or ownership of the property; and

5. Any listing of the property for sale or rent, price asked and offers received, if any; and

6. All building, fire and housing code violations which have been listed on the property for the past two years; and

7. Any federal, state or local citation(s) which have determined the building to be a nuisance under applicable law; and

8. Estimated market value of the property after completion of the proposed demolition and after renovation of the existing property for reuse; and

9. If the property is income-producing;

a. Annual gross income from the property for the previous two years; and

b. Itemized operating and maintenance expenses for the previous two years; and

c. Annual cash flow, if any, for the previous two years; and

d. Proof that efforts have been made by the owner to obtain a reasonable return on his investment.

C. Notification of proposed demolition. The commission agenda shall be posted on the first floor City hall bulletin board used for such purposes 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 pending meeting.

D. Commission 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 issue the demolition permit. The commission shall act on each application within 60 days after the receipt of a complete application.

E. Notification of determination. The commission secretary shall notify the owner(s) of record by regular mail within 15 business days of the commission's decision. The office of construction code enforcement shall be notified within two business days of the commission's action. If the certificate of economic hardship is issued, the commission secretary shall inform the chief building official of said approval. If the certificate of economic hardship is denied, the chief building official shall be instructed to withhold the demolition permit pending possible appeal of the commission's determination.

Notified parties will be informed of their right to appeal the commission's decision.

14.01.080. Appeal of commission's decision on demolition. [Ord. No. 2019-02 § 4]

A. Application to appeal. The owner may appeal the commission's determination regarding a proposed demolition of a local landmark. A written appeal must be submitted to the City Clerk's office within 30 calendar days of the commission's decision.

B. Appeal fee. A fee of $75 shall be paid by the petitioner to the City Clerk at the time of filing a written appeal.

C. Notification of appeal. The City Clerk shall notify the commission secretary within three business days of the filing of a written appeal. The commission secretary shall inform the office of construction code

enforcement of the pending appeal and instruct the chief building official to withhold the demolition permit until the City Council has ruled on same. The commission secretary shall also inform the owner(s) of record of the subject property of the date, time and location of the City Council meeting scheduled to hear the appeal. The City Council agenda shall serve as notice to the general public of the appeal and shall be posted on the first floor City hall bulletin board used for such purposes no less than one calendar day prior to the scheduled time of the meeting.

D. Review process. The City Council, within 30 calendar days of the filing of a written appeal or at a later time at the request of the petitioner, shall either accept or reject the commission's determination. In considering the commission's determination, the City Council may receive and review all relevant information, testimony and/or evidence submitted for its consideration, including that reviewed by the commission, and any additional material.

E. Notification of decision. The owner(s) of record shall be notified by regular mail of the City Council's decision within 15 business days. The office of construction code enforcement shall be notified within two business days of the City Council's decision. The publishing of the City Council meeting minutes shall serve as notice to the general public. The City Council's decision shall be the final City action.

14.01.090. Exclusions. [Ord. No. 2019-02 § 4]

A designated property may be altered, relocated, demolished or secured and maintained under the following circumstances and shall not be subject to any of the terms of this chapter.

A. Certificate of public hazard. If emergency circumstances affect a designated property which requires immediate relief, including demolition, the fire marshal and chief building official shall certify that such conditions exist and said conditions shall be eliminated as quickly as is practicable. Emergencies are defined as life or health-threatening conditions requiring immediate attention. A certificate of public hazard may be issued after the fact documenting the reasons for loss of the designated property. This section shall apply only in cases where it is impractical for the commission to consider a certificate of economic hardship prior to demolition.

B. Conflict with other regulations. The clauses and sections in other City Council-adopted codes and regulations which address life-safety, fire safety and legal nuisances, shall be excluded from the standards and provisions herein. In the event the City's legal, fire, housing or building officials determine that a structure or portion thereof is a life-safety hazard, a fire safety hazard or a nuisance, the fire, housing and building codes shall supersede this chapter.

C. Ordinary repair and maintenance. This chapter is not meant to prevent ordinary repair and maintenance activities of private property not requiring a building or sign permit.

14.01.100. Historic structure demolition review process. [Ord. No. 2019-02 § 4]

A. If the owner(s) of record or agent applies for a demolition permit to a building or structure listed on the National Register of Historic Places, which to date has not been designated as a local landmark, the office of construction code enforcement shall not issue the permit but instead shall direct the applicant to the commission secretary. Once the office of construction code enforcement refers the matter to the commission secretary, all demolition activity shall stop, if started, until after the commission or the City Council acts on the matter. The commission secretary shall place the demolition request on the agenda for the commission's next meeting.

B. In making its determination on whether to recommend continuance of the demolition stoppage and consideration by the City Council for designation as a local landmark, the commission shall consider the criteria as stated in Section 14.01.070B of this chapter. The commission, by a three-fourths vote of its members present may request the City Council to review a proposed demolition permit for a structure listed on the National Register of Historic Places which has not, to date, been designated as a local landmark. In the event the commission votes to delay demolition, the commission shall have staff prepare an individual property nomination for designation as a local landmark as outlined in Section 14.01.040. Said nomination shall be considered by the commission in a timely manner.

In the event the commission vote to nominate the property as a local landmark fails, the demolition permit may be issued and the matter does not proceed to the City Council.

In the event the commission votes first to delay demolition and then to nominate the property for designation as a local landmark, the commission shall submit written documentation to the City Council that the building is presently on the National Register of Historic Places, that the criteria for designation as a local landmark as listed in Section 14.01.040 have been met and that the provisions of Section 14.01.090 of the chapter are not applicable, as well as forward any application material submitted by the petitioner or prepared by staff relevant to either the demolition request or the landmark nomination.

C. The City Council shall give appropriate notice that a public hearing will be held on the demolition application and nomination for landmark designation.

At the public hearing, the City Council shall hear all written and oral statements of the interested parties. The City Council shall base its

decision on all relevant evidence presented at the public hearing, including whether Section 14.01.090 of the chapter is applicable.

The City Council shall determine by a majority of the entire Council either to allow the structure to be demolished or to approve the structure for local landmark status. If the local landmark status is approved the owner shall not be issued a demolition permit by the City.

Every effort shall be made by all parties to complete the designation process in the most timely fashion. The City Council shall act either allowing the structure to be demolished or designating it a local landmark within 120 days from the date of the commission's first public hearing.

14.01.110. Penalty. [Ord. No. 2019-02 § 4]

A. In the event work is being performed without the required certificate of appropriateness or the certificate of economic hardship, the commission or the commission secretary shall ask that a stop work order be issued. In the event work is being performed which is not in accordance with its certificate of appropriateness, the commission shall also ask that a stop work order be issued. In addition to other penalties and remedies, the City shall issue a stop work order, and all work shall cease on the designated property. No additional work shall be undertaken as long as such stop work order is in effect.

B. In the event work has been completed without the required certificate of appropriateness or certificate of economic hardship, the owner, the tenant, if a participating party to said work, and the person(s) performing such work shall be guilty of a misdemeanor or municipal infraction. Every day each such violation shall continue to exist shall constitute a separate violation.

C. Enforcement. The City's director of community and economic development department, or his/her designee, shall be responsible for the enforcement of the provisions of this chapter.

City of Davenport
Historic Preservation Commission

Department: DNS **Date**
Contact Info: Matt Werderitch 563.888.2221 **2/8/2022**

Subject:
2021 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 2021 and 2022.

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 2022. 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 2022-2023 work plan, City staff will present the annual report to the City Council at the February 15th Management Update Meeting. Commissioners and members of the public are welcome to attend. Following the public meeting, City staff will then complete the online Certified Local Government Annual Report by the February 28, 2022 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 2022-2023
🗋	Backup Material	Work Plan 2021-2022
🗋	Backup Material	Draft Certified Local Government Annual Report Application
🗋	Backup Material	Question 3-National Register of Historic Places Properties Altered

Backup Material		Annual Report Certification Signature Page
Backup Material		Commission Biographical Sketches
Backup Material		Certified Local Government Program Guide

REVIEWERS:

Department	Reviewer	Action	Date
Community Planning & Economic Development	Werderitch, Matt	Approved	1/28/2022 - 2:18 PM

Davenport Historic Preservation Commission Work Plan

Calendar Year 2022 & 2023

Projects, Plans, and Initiatives

Calendar Year 2022

- Increase community service provided by the Historic Preservation Commission
- Promote public educational programming in historic preservation
- Engage with historic property owners and neighborhood organizations
- Improve relationships with other local historic preservation agencies
- Provide technical assistance on historic preservation issues or projects
- Continue to improve online resources
- Increase communication with City Council
- Work toward updating the Historic Preservation Ordinance to better address current challenges such as unpermitted and non-approved work in historic districts and landmarks
- Revise Historic Preservation Commission bylaws

Calendar Year 2023

- Evaluate local funding and grant opportunities to fund National Register Studies
- Continue to improve online resources
- Acquire space at a Party in the Park event to educate the public on local historic preservation
- Partner with local organizations to provide public tours of historic landmarks and districts

Historic Preservation Training Plan

Calendar Year 2022

- 2022 Preserve Iowa Summit: Mason City, IA (June 2-4, 2022)
- Iowa History 101 Webinar Series
- National Park Service-Technical Preservation Online Training
- National Trust for Historic Preservation-Forum Webinar Series

Calendar Year 2023

- CY 2023 Preserve Iowa Summit, TBD

Davenport Historic Preservation Commission Work Plan

Calendar Year 2021 & 2022

Projects, Plans, and Initiatives

Calendar Year 2021

- Provide technical assistance on historic preservation issues or projects
- Work toward updating the Historic Preservation Ordinance to better address current challenges such as unpermitted and non-approved work in historic districts and landmarks
- Seek local funding and grant opportunities to fund National Register Studies
- Continue to improve online resources
- Increase community service provided by the Historic Preservation Commission
- Sponsor public educational programming in historic preservation
- Fill all vacancies on the Historic Preservation Commission
- Revise Historic Preservation Commission bylaws
- Increase communication with City Council

Calendar Year 2022

- Seek local funding and grant opportunities to fund National Register Studies
- Continue to improve online resources
- Acquire space at local farmers market to educate public on local historic preservation
- Partner with local organizations to provide public tours of historic landmarks and districts

Historic Preservation Training Plan

Calendar Year 2021

- 2021 Preserve Iowa Summit, June 3-5, Council Bluffs (Conference Held Virtually)
- Iowa History 101 Webinar Series

Calendar Year 2022

- CY 2022 Preserve Iowa Summit, TBD

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.

Two questions on this form need attention.

Some required questions are incomplete: 19 and 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 projects for historic identification/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 City, County, or LUD were altered, moved, or demolished in this calendar year? ***

   yes

1. Demolition of 1214 Christie Street, located in the Village of East Davenport National Historic District.

2. Reconstruction of the Wilhelm H. and Margaretta (Ehlers) Pohlmann House front porch located at 502 West 8th Street in the National Hamburg Historic District.

3. Installation of a freestanding sign at City Hall located at 226 West 4th Street. Davenport Commercial Historic District.

4. Brick rebuild, tuckpointing, and caulking at 532 West 6th Street. The Hirschel, A.J. and H.O. Seiffert House is located in the National Hamburg Historic District.

5. Installation of a new roof at 417 West 7th Street. The home is listed as a contributing structure in the National Hamburg Historic District.

6. Tuckpoint and brick replacement at 1208 Main Street. The J. Monroe Parker-Ficke House is a locally designated historic landmark and located within the National College Square Historic District.

7. Installation of new park furniture at Prospect Park, located in the National

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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

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.

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.

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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

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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.
- [x] b. 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.
- [ ] c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.
- [ ] d. Design guidelines/standards

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 twenty-six Certificates of Appropriateness Applications in 2021.

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

The Historic Preservation Commission continued to adjust to the Covid-19 pandemic by offering both virtual and in person participation at meetings. The commitment to preservation remained strong despite the change in traditional business.

At the end of 2020, Davenport witnessed a powerful derecho that damaged numerous historic properties. The Commission was responsive in assisting historic property owners that were seeking roof, window, and siding replacement after being damaged by the storm.

Sadly, two Historic Preservation Commissioners passed away in early 2021. The loss of long standing Chairman, John Freuh, and Commissioner Lyn Cochran left behind a cherished legacy of preservation in Davenport. Their passion for Davenport's rich history and deep knowledge of the city is greatly missed, but not forgotten. The City was fortunate to add new Commissioners throughout the year to continue offering historic preservation resources to the community.

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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.

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N/A

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12. Does your commission have a website? *

- (•) Yes
- ( ) No

12.1. What is the website address? *

The Historic Preservation Commission has a webpage on the City of Davenport website:
http://cityofdavenportiowa.hosted.civiclive.com/cms/One.aspx?portalId=6481456&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

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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.

2. February 9, 2021: Regular Meeting & Work Session
3. March 9, 2021: Regular Meeting & Work Session
4. April 13, 2021: Regular Meeting & Work Session
5. May 11, 2021: Work Session
6. June 8, 2021: Regular Meeting
7. July 13, 2021: Regular Meeting & Work Session
8. August 10, 2021: Regular Meeting & Work Session
9. September 14, 2021: Regular Meeting & Work Session
10. October 12, 2021: Regular Meeting
11. November 9, 2021: Regular Meeting & Work Session

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15.

We recommend that the local government provide the commission a budget with a minimum of $750 to pay for training and other commission expenses. In this calendar year, what was the dollar amount for the historic preservation 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.

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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) 326-7765

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17.

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

5. Karen Miranda
6. Kevin Lesthaeghe
7. Alex Wilga

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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 Covid-19 pandemic highlighted the need for better online resources. With the transition to virtual meetings and limited in-person attendance, the demand for online historic preservation resources is stronger than ever. Updating the city website with historic information remains an opportunity for improvement in 2022.

The Historic Preservation Commission continued to provide technical assistance to historic property owners by reviewing a total of twenty-six Certificate of Appropriateness Applications and two demolition requests in 2021.

Davenport's Commission had three vacancies going into 2021. The entire seven member board was filled by the march meeting. The Commissioners quickly adjusted to their new roles and brought forth valuable experience and expertise.

The Commission would like to increase public education and participation in the upcoming year. This continues to be an area for improvement.

Davenport had seven people, six commissioners and one city staff member, participate in the 2021 Preserve Iowa Summit. The virtual format was convenient and enabled more representatives to attend sessions than may have if the conference was only held in Council Bluffs.

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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 2022. Please attach your work plan to your annual report. *

This question is required.

Choose a file

20. Please update contact information about your 2022 Chief Elected Official. *

Mike Matson	226 W 4th Stree	563-326-7701	Mike.Matson@d

+ Add a row

21.

Please update contact information about your Staff Person for the Historic 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	Developmer	1200 E 46th	563-888-35	laura.berkle
Matt Werde	Planner II	1200 E 46th	563-888-22	matt.werder

+ Add a row

22.

Please complete the following and provide contact information about your 2022 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 McGive		563-340-39		bob@mcgiv

+ 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

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

22.3.

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

- (●) Yes
- ( ) No

23.

Please complete the following and provide information about your 2022 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 Frank		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.

06/30/2022

23.3.

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

- ( ) Yes
- (●) No

commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Matt Werde	1200 E 46th		563-888-22	matt.werder

+ Add a row

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 2022 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 Pc		563-445-12		natursoul3@

+ Add a row

N/A

3 of 6000 characters

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

06/30/2023

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 2022 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	
Kevin Lesth		563-359-80(		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.

N/A

3 of 6000 characters

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

06/30/2023

◉ No

Clear Answer

27.

Please complete the following and provide information about your 2022 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
Alexander V		630-200-48		awilga@gm

+ 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 2022 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

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.

N/A

3 of 6000 characters

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

06/30/2022

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 2022 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	
Karen Mirar		563-676-25:		karenlm60@	🗑

+ 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

29.3.

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

- ○ yes
- ◉ no

Clear Answer

30.

Please complete the following and provide information about your 2022 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

31.

Please complete the following and provide information about your 2022 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

32.

Please attach biographical sketches for commissioners who were newly appointed in 2022.

Please be sure newly appointed commissioners sign and date their statement.

33.

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

N/A

3 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	
2021 Preser	Iowa Depart	Council Bluf	June 3-5, 2(	Matt Werder	

+ 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.

Diane Franken
Christine Powers
Julie Sage
Karen Miranda
Kevin Lesthaeghe
Matt Werderitch

203 of 6000 characters

36. Signature page *

This question is required.

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2021 CLG Annual Report

Question 3: Were any National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in this calendar year?

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

2021 National Historic Preservation Items:

1. Demolition of 1214 Christie Street, located in the Village of East Davenport National Historic District.
2. Reconstruction of the Wilhelm H. and Margaretta (Ehlers) Pohlmann House front porch located at 502 West 8th Street in the National Hamburg Historic District.
3. Installation of a freestanding sign at City Hall located at 226 West 4th Street. Davenport Commercial Historic District.
4. Brick rebuild, tuckpointing, and caulking at 532 West 6th Street. The Hirschel, A.J. and H.O. Seiffert House is located in the National Hamburg Historic District.
5. Installation of a new roof at 417 West 7th Street. The home is listed as a contributing structure in the National Hamburg Historic District.
6. Tuckpoint and brick replacement at 1208 Main Street. The J. Monroe Parker-Ficke House is a locally designated historic landmark and located within the National College Square Historic District.
7. Installation of new park furniture at Prospect Park, located in the National Prospect Park Historic District.
8. Installation of a new roof at 705 Gaines Street. The multi-family dwelling is listed as a contributing structure in the National Hamburg Historic District.
9. Installation of a new cabana and umbrellas at the Annie Wittenmyer Aquatic Center located in the Iowa Soldiers' Orphans' Home Historic District.
10. Demolition of the screened porch at 209 McClellan Boulevard located in the McClellan Heights National Historic District.
11. Installation of a new monument sign located at 515 Ripley Street. National Hamburg Historic District.
12. Exterior alteration to the detached garage at 731 West 8th Street. National Hamburg Historic District.
13. Installation of a new roof at 528 West 8th Street. National Hamburg Historic District.
14. Installation of a new soffits, fascia, frieze boards, barge boards, crown moldings, and dentil moldings at 517 West 7th Street. The Iowa College/S.S. Gillett Residence is located within the National Hamburg Historic District.
15. Installation of a new clay tile roof, gutters, soffit, fascia, and porch columns at 709 Brown Street. The William H. Wiese Residence is located within the National Hamburg Historic District.
16. Installation of a new roof at 312 West 3rd Street. Woeber Carriage Works is a locally designated historic structure. National Davenport Commercial Historic District.
17. Exterior alteration of the Friederich Hartmann House located at 604 West 5th Street. National Hamburg Historic District.
18. Installation of new windows at 630 West 5th Street. The John Ruch House is located within the National Hamburg Historic District.

19. Reconstruction of the east porch at 1208 Main Street. The J. Monroe Parker-Ficke House is a locally designated historic landmark and located within the National College Square Historic District.
20. Installation of a new roof at 511 Gaines Street. National Hamburg Historic District.
21. Construction of a freestanding deck and gazebo in the rear yard at 723 Brown Street. The home is located within the National Hamburg Historic District.
22. Repair of the existing retaining wall and site improvements at 512 East 6th Street. The Henry H. Smith-J.H. Murphy House is a locally and nationally listed historic landmark.
23. Installation of new siding at 612 West 7th Street. National Hamburg Historic District.
24. Exterior alteration and demolition of the rear addition at 511 Gaines Street. National Hamburg Historic District.
25. Installation of a new roof, soffit, and fascia at 1234 East River Drive. The Abner Davison House is a locally and nationally listed historic landmark.
26. Installation of a new roof at the Annie Wittenmyer Aquatic Center located in the Iowa Soldiers' Orphans' Home Historic District.
27. Exterior restoration and reconstruction of The Hiller Building, located at 314 Gaines Street. The property is in the National West 3rd Street Historic District.
28. In the interest of public safety, there was an emergency demolition of the structure at 911 Gaines Street. The home was damaged as a result of a fire. The building was a noncontributing structure in the National Hamburg Historic District.

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.

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr. Robert J McGivern

Phone (563)340-3941
Mailing 2614 N Ripley Street
Davenport, Iowa 52803
EMAIL ADDRESS: bob@mcgivernappraisal.com

INTEREST IN HISTORIC PRESERVATION:

Active in local real estate for 35 years as a real estate appraiser, both residential and commercial in nature. A real estate investor, mainly of older historic type buildings, I have a keen interest in communities and older housing stock issues. I have completed one historic tax credit project in Davenport, the 1st commercial apartment building with built-in garages for the city.

I also served on the Davenport City Council for 6 years, so understand the limitations, challenges and opportunities of governance and structure.

EDUCATION:

St. Ambrose University, Graduate Business Administration – 1990
SRA Designation – Appraisal Institute

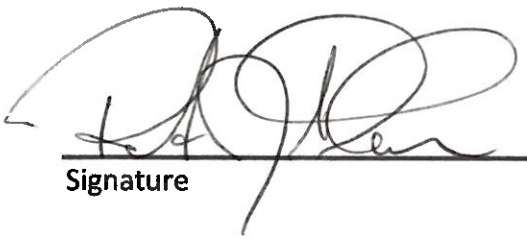
EMPLOYMENT:

Present:
McGivern Valuation & Consulting 2015 to present
Fig Tree Properties, LLC (Private, self owned & Managed Property Management)
River Valley Homes – Partner (Construction of New Residential Dwellings)

INTEREST:

Present hobbies include urban gardening, food creation & storage, auctioning as well as working out and active lifestyle.

While serving on the **Davenport Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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.



2/9/21

Signature Date

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mrs. Diane Franken

Home (x) Mailing ADDRESS: 1610 Prospect Terrace, Davenport, Ia.52803

PHONE NUMBERS: MOBILE- 563.271.4575

EMAIL ADDRESS: defranken@outlook.com

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: Masters Degree in Fine Arts. I served as the Rockaway, NJ School District Arts Coordinator (architecture was a part of their curriculum). After moving back to Davenport, I became the Arts Resource Coordinator at Lincoln Academy and served a member of the Figge Education Committee. I then served as Executive Director of the Iowa Alliance for Arts Education. My husband and I founded a non-profit, artsBASICS, which continues to serve Davenport schools. Together with a former Davenport superintendent and my husband, we founded the Creative Arts Academy which is now housed on the third floor of Sudlow Intermediate.
INTEREST: I served on the local Board of Historic Preservation while living in Branchville, New Jersey. Throughout my adult life, I have toured many historic homes and sites and have continually exhibited my love and commitment to the preservation of these valuable reminders of our past and our peoples. I have restored a NJ Victorian home and built and resided in a reproduction early 19th Century home from plans of a Massachusetts home and currently live in and am restoring a Late Queen Anne Victorian, built in 1896, in the Davenport Prospect Park Historic District. Additionally, while a Commissioner on the Davenport Historic Preservation Commission, I have attended two outside suggested seminars, one in Des Moines (2019) and a virtual one in Dubuque (2020).

While serving on the _____ **Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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.

Diane E. Franken 2/12/2021

Signature Date

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr. Kevin Lesthaeghe

Work (563-459-6869) Home/Mobile (563-529-5399)
Mailing:20 Madison Circle Davenport, IA 52806

EMAIL ADDRESS klesthaeghe@msn.com

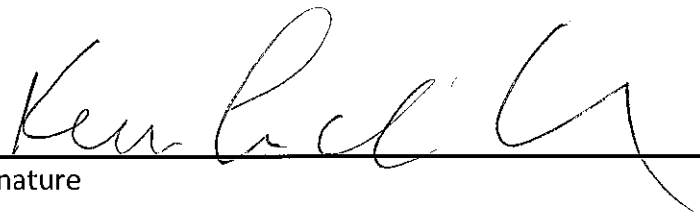
INTEREST IN HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use the back and/or extra sheets if necessary)

EDUCATION: ME degree

EMPLOYMENT: Director HVAC Schebler Company - Bettendorf

INTEREST: Woodworking, restoring furniture, rehab of homes (I have completed 5 remodels of older homes in the West Des Moines Valley Junction Area)

While serving on the **Davenport Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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

2/21/2021
Date

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr., Ms., Mrs., Dr. Christine Powers
Work ( )/Home (x) Mailing ADDRESS 219 Colony Drive, Davenport, IA 52806
PHONE NUMBERS: HOME- 563-445-1224 MOBILE- 319-533-2550
EMAIL ADDRESS Natursoul3@aol.com

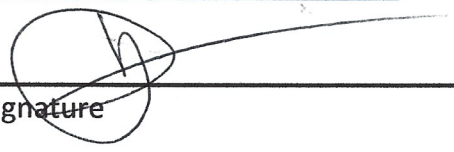
INTEREST IN HISTORIC PRESERVATION I value preserving local history as an enhancement to quality of life, tourism generation, a springboard to economic revitalization, job creation, and for maintaining "personality of place" for future generations. I utilize National Park Service resources in my teaching.

EDUCATION:
Doctoral Fellow: Education (Western Illlinois)
MS: Recreation, Park & Tourism Administration (Western Illlinois)
Post Baccalaureate Certificate: Museum Studies (Western Illlinois)
BA: Community Recreation/Education (Northern Iowa)
AA: Paralegal (Kirkwood Community College)

EMPLOYMENT:
Doctoral Fellow Western Illinois
Instructor for RPTA Western Illinois University
Hotel General Manager
Assistant Director of municipal Parks/Recreation Dept
Community Center Manager for Nashville, TN Metro Parks
Director of YMCA Retreat/Resident Camp
Farm family in rural Iowa

INTEREST: Past Offices Held:
State of Iowa Volunteer Ombudsman
Scott County REAP delegate
Board Member: Nahant Marsh
Board Member: Davenport Library Friends
Assisted in development of Rock Island Arsenal Sesquicentennial Exhibit
Board Member: Witwer Senior Center

While serving on the **Davenport Iowa Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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.



2-9-21

Signature Date

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Ms. Julie Sage

Mailing ADDRESS:
2338 West High Street
Davenport, IA 52804

PHONE NUMBERS: (563) 343-0177

EMAIL ADDRESS: juls1775@aol.com

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)

My name is Julie Sage. I have lived in the Quad Cities my entire life and have been a resident of Davenport for 20 years. I have been a Real Estate agent with Mel Foster for 6 years. I am currently serving as a director on the 12 person board for the Quad City Area Realtors. I have enjoyed this during the past 2 years of my 3 year term. I am looking to become more involved with my community in Davenport and the Quad City area.

EDUCATION:

I was an accountant for 15 years, as a controller for a manufacturing company. I am currently a Realtor, which has kept me in touch with the public and understanding people moving in and out of the Quad Cities, what they like about the area & dislike. I am currently serving on the Board for the Quad City Area Realtors. I am just finishing up my 2nd year of my 3 year term as a director.

EMPLOYMENT: Real Estate Agent

INTEREST:

While serving on the **City of Davenport Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr. Alexander M. Wilga

Work (1120 North Main Street Davenport, IA 52803)/Home (2140 E 57th Street Davenport, IA 52807) Mailing ADDRESS

PHONE NUMBERS: WORK-(563)-723-5400 ext. 161 MOBILE-(630)-200-4878

EMAIL ADDRESS awilga@gmail.com

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: Bachelor of Music Education, VanderCook College of Music, May 2009
Master of Education, Buena Vista University, July 2017

EMPLOYMENT: Director of Bands, Davenport Central High School, Fall 2009-Present

INTEREST: I have the honor of serving as the Director of Bands in one of the oldest school band programs in the country. The Davenport High/Central Band program has been intertwined with the history of Davenport spanning more than a century. From famous alumni, such as Bix, to directors who are in the Iowa Bandmasters Hall of Fame, F.E. Mortiboy, to the band playing at all hours of the day when troops returned from World War II at the train station, I am greatly invested in the city and its historical elements. They are to be celebrated and maintained for future generations.

While serving on the City of Davenport **Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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

2/10/2021
Date

BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION

Mr., Ms., Mrs., Dr. Karen Miranda

Work ( )/Home (x) Mailing ADDRESS 920 Bridge Ave. Davenport,IA 52803

PHONE NUMBERS: WORK- 563 322-3578 ext. 110 HOME-
MOBILE- 563 676-2520

EMAIL ADDRESS karenlm60@gmail.com

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: In 2021, I attended the Preserve Iowa Summit virtually. This offered many opportunities to see how historic preservation is being practiced across the state. I have also had the opportunity to attend monthly webinars presented by Simpson Gumpertz & Heger on a variety of topics relating to building preservation.

EMPLOYMENT:

INTEREST:For fourteen years I lived in the Gold Coast/Hamburg Historic District. I participated in efforts to maintain and preserve the historic integrity of the area.Then I lived for nine years at the historical Harrison Manor Condominiums. I served on the board for most of those years where decisions were often made to maintain the history of the building. I now reside in a home in the newly designated Bridge Avenue Historic District. Having a direct interest in these historical neighborhoods has helped me to understand how important and fragile historical neighborhoods can be. I hope to use this experience while serving on the Davenport Historic Preservation Commision.

While serving on the ___**Davenport**_____ **Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation 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.

Karen L Miranda 2/18/21

Signature Date

STATE HISTORIC PRESERVATION OFFICE OF IOWA
IOWA DEPARTMENT OF CULTURAL AFFAIRS

paula.mohr@iowa.gov
515-281-6826

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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 is 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 compliment 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 professions 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 stationary 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 ☐ 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: ☐ 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: ☐ 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: ☐ 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: ☐ 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: ☐ 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: ☐ 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: ☐ 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)

SAMPLE INVENTORY

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).

While the inventory does not need to include every historic property, it does need to represent a good faith effort to compile a comprehensive inventory.

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.

Preliminary inventory of properties — Smith County, Iowa

Iowa Site Inventory Number	Property Name	Street Number	Street Prefix (if applicable)	Street Name	Town or City	Location Description	Construction Year	Property Type (domestic, commercial, religious)	Architectural Style	Architect (if known)	Listed on the NRHP?	Comments
00-12345	Smith Residence	123	South	Main Street	Anytown		c. 1895	domestic	Romanesque Revival		yes	
00-12346	Sheffield country school	98765	East	140th Street	Anytown	rural, 2 miles north of Anytown	1920	educational	Classical Revival	Christian, Ralph (builder)	no	well-preserved one-room country school
00-29476	Trinity Episcopal Church	250	North	Linebaugh Street	Elsewhere		1884	religious	Late Gothic Revival	Bennett, Barry	no	large addition housing a community center on the rear
no number assigned	Residence	349	North	Linebaugh Street	Elsewhere		c.1850	domestic	Greek Revival		no	believed to be the oldest house in Elsewhere; needs more research
00-37507	Johnson Farmstead				Levertown	rural, southwest of Levertown	c. 1860s	domestic; agricultural			yes	residence, 2 barns, privy, chicken coop and milk house
00-07065	Smith County Courthouse	40		Main Street	Schneider's Corner		1935	commercial	Tudor Revival	Mitchell and Howard Architects	no	retains original terra cotta roof; continues to serve as a gas station
00-08462	Phillips Gas Station	87		Second Street	Smithville		1875-1881	government	Second French Empire		yes	
no number assigned	Lincoln Elementary School	200	East	Washington Street	Ziebarth		1920	educational	Classical Revival		no	vacant and in disrepair
00-00876	Snelling Residence	123		Elm Drive	Ziebarth		1895	domestic	Queen Anne	Porter, Jack C.	yes	recently rehabilitated

Sample inventory sortable Excel spreadsheet

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 appropriate 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 of 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