

Decorah Historic Preservation Commission
Minutes of March 9, 2020 Meeting (FINAL)

1. **Roll call.** Vice-chair Hayley Jackson called the meeting to order at 4:33 p.m. Adrienne Coffeen, Steve Kelsay, Diane Scholl and Judy van der Linden were present. Commissioners Lois Humpal and Chair Mark Muggli were absent. Decorah resident Janelle Pavlovec also attended.
2. **Review and approval of Minutes from Feb. 10, 2020, distributed by Commission secretary Judy van der Linden.** MOTION -- Judy made a motion to approve the minutes as written and Hayley seconded it. Motion passed.
3. **Revision of Decorah ordinances Chapter 15 “Design Criteria” and permitting process for C-3 zoning district.** All five commissioners plan to attend tonight’s Planning & Zoning (P&Z) meeting about the proposed ordinance changes. Commissioners agreed changing DHPC’s meeting day to the 4th Monday of the month is acceptable, and will mention that at the P&Z meeting. They asked City Manager Chad Bird to make copies of the Sign Guidelines manual to distribute to P&Z as an example of the building design guidelines manual DHPC is developing.
4. **“Introduction to Planning and Zoning for Local Officials Workshop,” April 14, 2020.** Mark encourages DHPC members to attend. It will begin at 5:30 p.m. with a light supper at Hotel Winneshiek. There is a fee. Let Chad know before April 1. (Secretary’s note: April 14 is also the first day of the Iowa Downtown Resource Center Assessment Site Visit to Decorah.)
5. **Charles Altfillisch project progress report and brochure content.** Commissioners appreciate all of Mark’s work putting together this brochure draft. They had the following comments: City map naming only major streets a good idea; condense biographical information, maybe by using bullet points or by having some of it only in digital format; adding to biographical information a mention of architect/engineer and mentor A. N. Hanson, and perhaps year CA retired; reducing number of properties covered (i.e., cut 206 College Dr., Loyalty Hall, Centennial Union, Facilities Service Building); tweak order of properties to make driving route easier; make asterisks on properties bigger, so these stand out visually more; put Luther buildings in a separate brochure that would be available on campus, with less Luther content in main brochure; add address of Rohne/Preus home; consider way to define the many architectural styles named in brochure. (Adrienne noted the cost of the Mott building remodel by A.R. Coffeen in 1925 was \$11,700.)
6. **May Historic Preservation Month activities.** Did not discuss -- will do so in April.
7. **Consideration of the Smith Hospital Building for a Site Inventory or National Register status.** Commissioners felt research of this building might be more appropriate for WCHPC, especially since David Wadsworth is on that commission. Adrienne noted that WCHS has historic photos of the building that David could access. (She also said it was built by A.R. Coffeen around 1915, and that there was quite a campaign to convince ladies that the hospital -- rather than home -- was a safe place to deliver their babies.)
8. **Commissioner Reports.** There were none.

9. **Public Comment.** Janelle mentioned she was one of the children born in the Smith building while it was a hospital.
10. **Possible upcoming meeting: Monday, April 13, 2020, 4:30 p.m.** One commissioner noted this is the day after Easter and Hayley will be returning from a trip to Illinois.
11. **Adjournment.** MOTION -- Steve moved and Adrienne seconded a motion to adjourn. Motion passed. Meeting adjourned about 5:50 p.m.