

Decorah Historic Preservation Commission  
Nov. 11, 2019 Meeting Minutes (FINAL)

1. **Roll call.** Meeting was called to order at 4:30 p.m. by Chair Mark Muggli. Adrienne Coffeen, Hayley Jackson, Steve Kelsay, Lois Humpal, Diane Scholl and Judy van der Linden were present. Decorah resident Janelle Pavlovec also attended.
2. **Review and approval of Minutes from October 14, 2019, distributed by Commission secretary Judy van der Linden.** MOTION -- Adrienne moved, Diane seconded a motion to approve the minutes. Motion passed.
3. **Historic Preservation Workshop, Independence Iowa, October 26, 2019.** Mark, Steve, Judy and Adrienne attended the workshop and felt the presentations were good. One presenter, representing Martin Gardner Architecture Firm of Marion, offered to consult with Decorah business owners about their buildings' soft brick. Commissioners discussed whether and when to invite him. *Mark will talk to Lee Zook and Steve to Deb Olsgard about their buildings; other commissioners will keep an eye out for buildings that may have similar problems with soft brick.*
4. **Decorah Commercial Historic District.**
  - a. **DHPC downtown signage update.** There is no update from the street committee, but our signage proposal is still on their agenda.
  - b. **Main Street downtown survey, April 14-16 update.** Chad Bird will be coordinating the survey visit from Main Street officials in April.
  - c. **Revision of Decorah ordinances Chapter 15 "Design Criteria" and permitting process for C-3 zoning district -- followup, including P&Z Monday, November 11 meeting.** Steve and Mark represented DHPC at a series of three meetings to develop changes in the design ordinances. Chad Bird will now run changes by SSMID and other organizations and at some point, P&Z.
  - d. **Building design guidelines development.** DHPC has promised to develop building design guidelines, which necessarily will be longer and more complex than the sign guidelines. They agreed the guidelines should contain many visuals and should not be too long or precise. Included might be portions of the city ordinances, some specific information about masonry and/or windows, a bibliography and portions of National Park Service Brief 11. *Hayley, Judy and Steve will begin work on them.*
  - e. **Process for consulting on downtown buildings.** A way to share the responsibility of gathering information and corresponding with building owners is needed as commissioners begin this new role. MOTION - Mark moved and Diane seconded a motion to work in rotating groups of two commissioners per permit application; the two being informed as soon as the application is requested so they can give applicants 1) a DHPC tax credit document, 2) any pertinent historical research on the building, and 3) a chance to meet with them about design guidelines. Motion approved.
  - f. **Preservation Brief #11 "Rehabilitation Historic Storefronts".** See 4d.
  - g. **DHPC Historic Tax Credit document, October 23, 2019 version.** See 4e.
5. **DHPC Historic Preservation contact.**

- a. **DHPC letter to the editors of Decorah News and Decorah Newspaper concerning Phelps Park and Dunning Springs stonework.** Mark's letter was published both places.
  - b. **DHPC letter to First Lutheran Church.** Mark sent this letter to the church.
  - c. **David Wadsworth, 409 E. Main, and potential tax credit workshop.** David requested DHPC set up a tax credit workshop. He has applied to the state for tax credits for his rehabilitation of 409 E. Main, and might sit on the workshop panel. Mark Lovelace might also participate, since he received tax credits for work on his home at 305 Grove St. DHPC might also contact a SHPO official, or a commercial building owner who has worked with tax credits, to participate. Members decided to proceed once David's application is decided.
  - d. **Chris Johnson concerning Vesterheim planning.** Mark met recently with Chris and members of his board about the Vesterheim project with Snohetta Architecture. Commissioners discussed treatments of the Dayton store, the Cary garage and the Cary brick building, which all sit where a new museum entrance might be constructed. Mark told Chris he'd like both the Dayton store and Cary brick buildings preserved, but at least the Dayton building saved and moved and the Cary building facade preserved. Mark said that Chris was also interested in tax credit information.
  - e. **Viking Bank drivethrough and parking area.** Mark noted the wall DHPC suggested Viking Bank install was not built.
  - f. **128 W. Water (Relf building).** Judy delivered tax credit and historic information about the building to Marla Klocke. She also emailed Marla with two suggestions about the proposed non-operable windows on the third floor. Mark noted that in the permit application before P&Z tonight, the owners took the suggestions into consideration, deciding to use non-reflective glass and also to add a horizontal element to the windows. The element was not the central mullion Mark and Judy suggested, however. No one from DHPC will be able to attend the P&Z meeting.
  - g. **302 Washington St. (Ingvolstad Lumber property).** Mark reported major work continues at this property.
  - h. **309 W. Water St. (Rosenthal/Zahasky building).** Mark said Liew and John Jenkins seem interested in the building. *Steve and Hayley volunteered to check DHPC files and other sources for building information. (see #8 below -- JvdL)*
  - i. **Catherine Westergaard Cramer ca. DHPC Charles Altfillisch project.** *Mark will tell Catherine the DHPC Altfillisch project list is not complete enough to publicize, and he will direct her to Hayley for college archival material.*
6. **Luther College Campus Historic District update.** Mark said Jan Full is in the process of writing. He mentioned she may argue the district is significant under both criteria A and C, and that she thinks some of the Jens Jensen landscape may be contributing.
  7. **Charles Altfillisch project update.** Mark found a list of Altfillisch projects in a file folder that neither he nor Hayley had seen before. *Hayley will study the list.*
  8. **Commissioner Reports.** Judy learned from newspaper articles that the CA-designed city municipal building was completed in 1960. *She will update the property spreadsheet and meet with Wanda Hemesath to view the building blueprints and other information.*

Adrienne noted there are two entries on the spreadsheet for CA's Sproat House on Park Street, one with an incorrect address. *She (rather than Hayley) will check DHPC files for information about the Zahasky building, while Steve will contact D. J. Friest about the building. Hayley will scan the newly-found list of Altfillisch projects and send it to commission members with the hope we can triangulate data from it with that already on the property spreadsheet or in the archives. She agreed to delegate portions of the list to commissioners to work on.*

9. **Public Comment.** Janelle spoke about building interest in Indigenous People's Day for next year, perhaps with an event and speakers. She said there will be changes beginning in December in Decorah newspapers publications. She suggested Susan Jacobson might have written the note attached to the new-found list of Altfillisch projects.
10. **Possible upcoming meeting: Monday, December 9, 2019.** There were no objections to this date for the next meeting.
11. **Adjournment.** MOTION -- Steve made and Hayley seconded a motion to adjourn at 6:45 p.m. Motion passed.