

**COUNCIL ACTION FORM**

**SUBJECT: APPROVAL OF 2019 ANNUAL CLG REPORT**

**BACKGROUND**

Under the Certified Local Government (CLG) Agreement with the State Historic Preservation Office (SHPO), local governments and their Historic Preservation Commissions are responsible for submitting an annual report documenting the Commission's preservation work during the previous calendar year. The other purpose of the report is to document that the Commission has met the requirements of the CLG program and is in good standing. The report also includes a work plan for the upcoming year. The Commission met on February 10, 2020, and documented their accomplishments for 2019, and developed their Work Plan for 2020, based upon their priorities as a Commission.

**Beginning this year, the state requires that a representative of the historic preservation commission present these details of the report to the City Council and have the mayor acknowledge completing this requirement.** Attached is the portion of the CLG Report that addresses the successes and challenges of the previous calendar year (2019), and the 2020 Work Plan, as prepared by the Ames Historic Preservation Commission. Approval by the City Council is requested, a formal presentation is not required to meet SHPO's requirement.

**ALTERNATIVES:**

1. The City Council can approve the 2019 accomplishments of the Historic Preservation Commission (HPC), and the Work Plan for 2020, as described in the 2019 Certified Local Government Report.
2. The City Council can approve the 2019 accomplishments of the Historic Preservation Commission (HPC), and the Work Plan for 2020, as described in the 2019 Certified Local Government Report, with modifications.
3. The City Council can refer the 2019 CLG Report back to the Historic Preservation Commission (HPC) and/or staff for revisions.

**CITY MANAGERS RECOMMENDED ACTION:**

The HPC has documented their accomplishments for 2019, and have developed a 2020 Work Plan that represents their priorities for the current calendar year. **Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1.**

## ATTACHMENT A

8. Did your historic preservation commission undertake any of the following activities during the calendar year? Please think broadly about this question and describe 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!
- a. Historic preservation planning. Examples include the development or revision of a preservation plan, input into your community's comprehensive plan, etc.
- **In 2019, the Ames City Council funded the Ames Historical Society \$43,300 for the following contracted services:**
    - **Presented 65 presentations and open houses, to be hosted at the Ames History Center and in locations throughout the community;**
    - **Took the history trailer to 8 community events or elementary school visits;**
    - **Responded to no fewer than 350 research requests;**
    - **Hosted at least 1,500 public open hours (30 hours per week) at the Ames History Center, with at least 1,500 visitors;**
    - **Cataloged at least 1000 historical Ames collections objects;**
    - **Presented 7 new exhibits; and**
    - **Collaborated with no fewer than 7 partnering community organizations to conduct special projects, host events, and/or present programs.**
  - **In 2019, the Ames City Council approved a fiscal year 2019/20 budget of \$2000 for historic preservation activities. The funding is to be used for training and conferences for members of the Ames Historic Preservation Commission, as well as for the Historic Preservation Annual Awards Program, tours, brochures and other educational programs.**
  - **The Historic Preservation Commission is continuing the process of reviewing the 10-year Ames Comprehensive Historic Preservation Plan, adopted in November, 2009.**
- b. Is historic preservation a component of your community's comprehensive plan? **The City of Ames currently has a Land Use Policy Plan adopted in 1997. Historic preservation is mentioned several times within chapter goals and or objectives. Currently underway is the Ames Plan 2040 process. The result of this process will be a Comprehensive Plan for the City of Ames through the year 2040. Historic Preservation will be a component of the new plan.**
- c. 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. Please be specific to the property, identify the individuals involved and what assistance was provided.
- **Members of the Ames Historic Preservation Commission and City staff met with the individual owners of properties (or their representatives) in the Old Town Historic District to review a request for an amendment to an existing Certificate of Appropriateness for the alteration of a contributing garage at 320 9<sup>th</sup> Street; a request for a Certificate of Appropriateness for an addition to the rear of a house and relocation of a contributing garage at 821 Clark Avenue; and a request to approve a one-year extension to an existing Certificate of Appropriateness for the replacement of a front porch at 802 Burnett Avenue. Certificates of Appropriateness were issued by the Commission for each of these. City staff also approved Certificates of Appropriateness for a fence at 704 Burnett Avenue; removal of asbestos and exterior alterations including removal and replacement of siding, windows and doors at 712 Burnett Avenue; and authorized a one-year extension for a Certificate of Appropriateness for a porch**

addition at 320 9<sup>th</sup> Street.

- **The new webpage materials are not only an educational tool for public awareness on the value and benefit of historic preservation, but also provide technical assistance to the public with readily accessible materials:**
  - **National Historic Registration Listing with updated and expanded information and photos**
  - **Local Landmarks & Historic Districts with updated and expanded information and photos, including site inventory forms**
  - **Certificate of Appropriateness with information on when it is required (including a map showing the location of the Old Town Historic District) and the associated design criteria of each landmark and local district**
  - **Ames' Historic Preservation Commission**
  - **Current Agenda and Supporting Documents**
  - **Meetings Archive**
  - **Ames Comprehensive Historic Preservation Plan & Report**
  - **Educational Videos**
  - **Pertinent data and links for information on preservation grants and financial incentives for historic preservation**
  - **Links to resource materials, including Sanborn Maps**

d. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.

- **The 2019 Annual Historic Preservation Awards Program Nominations were sought in January-February, with two awards granted in March in the categories of "Adaptive Reuse" and "Restoration". Awardees were honored at the City Council Meeting held on April 23, 2019.**
- **A proclamation in observance of May National Historic Preservation Month was made by Mayor Haila at the April 23, 2019, the City Council meeting.**
- **The following 4 people attended 2019 Preserve Iowa Summit in Newton, Iowa, held on June 6-8, 2019:**
  - **Peter Hallock, Ames Historic Preservation Commission;**
  - **Ted Grevstad Nordbrock, Ames Historic Preservation Commission (Ted was a presenter at the conference); and,**
  - **Ray Anderson, City Staff Liaison to the Ames Historic Preservation Commission**
  - **Eloise Sahlstrom, City Staff Alternate Liaison to the Ames Historic Preservation Commission**
- **During the month of August, the City Hall Lobby display window showcased Historic Preservation within the City of Ames.**
- **The new Historic Preservation webpage includes educational videos and links to self-guided walking tours and resources.**

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

**Successes-**

- **The City of Ames continues to provide funding to the Ames Historical Society for a variety of services including education and research.**
- **Representation from Ames at the 2019 Preserve Iowa Summit in Newton: 3 attendees and 1 presenter.**
- **Granting Certificates of Appropriateness. Review of applications resulted in 4 Certificates of Appropriateness being issued and 2 extensions.**
- **New Historic Preservation webpage within the City of Ames webpage, which made it a robust tool for public awareness about historic preservation and its economic benefits.**

### Challenges-

- Use of the Ames Comprehensive Historic Preservation Plan as a working document.
- Lack of continuity from meeting to meeting.

What partnerships did your commission form or continue with other entities? (examples include local main street office, historical society, library, museum, etc.) The City and Commission continued its partnership with Ames History Museum which in turn partners with the at least seven partnering community organizations including Ames History Center, school districts serving Ames' students, and Ames Public Library. In addition, the City maintains a strong connection with Ames Main Street and Iowa State University.

13. 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. Please attach your work plan to your annual report.

### 2020 WORK PLAN

#### EDUCATE THE PUBLIC CONCERNING THE VALUE AND BENEFIT OF HISTORIC PRESERVATION

- Facilitate the dissemination of historic preservation information
  - Collaborate with the Ames Historical Society and Iowa State University on resources and possible joint projects
    - Explore new ways to involve Iowa State University students in historic preservation for the community
- Continue with training funding and developing educational resources about Ames history & historic resources.
  - Participate in networking and educational opportunities afforded by the Preserve Iowa Summit 2019, June 4-6 in Dubuque.
    - Have a strong presence in attendance from Ames
- Continue Historic Preservation Commission Annual Awards Program, and present awards with the Mayor at an Ames City Council meeting in April, or May.
- Continue to recognize May as Preservation Month with a Proclamation by City Council.
- Seek speakers for presentations of timely preservation topics in Ames.

#### PROMOTE THE ECONOMIC DEVELOPMENT AND VITALITY OF THE CITY THROUGH HISTORIC PRESERVATION.

- Partner with Ames Main Street to offer a presentation on the use of tax credits available for properties in both the Old Town Historic District and the Ames Main Street Historic District.
- Continue granting Certificates of Appropriateness in a timely manner. Make resources readily available to enable the public to be more aware and compliance more easily understood with design guidelines and design standards.
- Design and install two permanent signs on either end of Main Street showing 'before' and 'now' views of our historic Main Street, now listed on the National Register of Historic Places.

#### COMPLETE REVIEW OF CHAPTER 31 OF THE AMES MUNICIPAL CODE, ADOPTED IN 2015.

- Review current procedures for obtaining a Certificate of Appropriateness.
- Convey text amendments to the City Council for consideration.

#### CONTINUE TO USE THE AMES COMPREHENSIVE HISTORIC PRESERVATION PLAN AS A WORKING DOCUMENT

- Complete update of goals, objectives and action steps
- Prioritize updated goals, objectives and actions steps and present to the City Council for adoption.
- Review proposed Comprehensive Plan (Ames Plan 2040) in the summer of 2020.