



MEMO

To: Mayor and City Council
From: Jeramy Neefus, Principal Clerk, City Manager's Office
Date: December 12, 2025
Subject: Packet of Communications to Council

Listed below are the communications to the City Council known to staff as of December 12, 2025:

1. Historic Preservation Commission – December 4, 2025
RE: *Municipal Code* Chapter 31 Revisions
2. Leon Wuebker, Boone County Property Owner – December 12, 2025
RE: Request for Land Use Comprehensive Plan Amendment
3. Brenda S. Dryer, Ames Regional Economic Alliance Senior Vice President – December 12, 2025
RE: Workforce Housing Subdivision – Ontario Street

MEMORANDUM

TO: Ames City Council

FROM: Historic Preservation Commission

SUBJECT: Chapter 31 Revision Support

DATE: December 4, 2025

The Historic Preservation Commission (HPC) respectfully requests the City Council to authorize the Planning and Housing Department staff to draft proposed revisions to Chapter 31 of the Municipal Code relating to energy efficiency and window infill.

Energy Efficiency

As part of HPC's 2025 Work Plan, we sought to review Chapter 31 and consider changes to "allow exterior materials on historic structures that would meet the standards and be energy efficient," in accordance with Goal #3 of the Ames Comprehensive Historic Preservation Plan (ACHPP). We created a subcommittee and identified potential revisions pertaining to energy efficiency, outlined below.

Our proposed changes concern the explicit allowance of double-layer insulated glass (also known as double-pane glass) for windows. While the code doesn't explicitly prohibit these items, we believe the code should explicitly allow these items to eliminate any ambiguity. We propose the following additions be made to Section 31.13(13):

- That double-layer insulated glazing is explicitly permitted in windows. An item (k) can be added that reads as follows (or similar):
 - (k) Windows containing double-layer insulated glazing (also known as double-pane glass) shall be permitted.

We note that the inclusion of "double-pane glass" in the suggestion above may create confusion with the meaning of the word "pane," which is used throughout Section 31.14 to refer to the glass in a window sash (see Section 31.14(1)(c)(vii) for a description of Colonial Revival windows having a "multi-pane sash"). Because "multi-pane" and "double-pane" mean different things, we want to provide clarity and consistency between the Design Guidelines and the Design Criteria. We therefore propose the following changes:

- Revise the definition of "muntin bar" in Section 31.2(22) to be as follows (or similar):
 - Muntin Bar: a strip dividing a single window sash or casement into a grid system of smaller panes of glass, called "lights" or "lites."
- Add items (33) and (34) to Section 31.2 to provide definitions for "double-pane" and "multi-pane" windows as follows (or similar):
 - (33) Double-Pane Windows: Windows containing two layers of glass, separated by a space to reduce heat transfer and provide insulation (also known as double-layer insulated glazing)

- (34) Multi-Pane Windows: Windows wherein a sash or casement is divided by muntin bars into multiple panes or “lights,” creating a grid system of smaller panes of glass
- Revise the description for windows under the Queen Anne Design Criteria in Section 31.14(1)(b)(vii) to be as follows (revision italicized):
 - (vii) Windows Vertical emphasis. Double hung. Window sash with single *undivided* pane. Trim 4" to 6".

Window Infill

One of the duties of the HPC is to review Certificates of Appropriateness (COAs) for new construction, alteration, demolition, or relocation of contributing structures in the Old Town Historic Preservation District. In the past year, we encountered a COA application for which Chapter 31 provided inadequate direction. This COA concerned the removal and infill of a window on a contributing structure, and we found that the code lacked any provisions to help guide our decision.

It is for this reason that we are seeking Planning staff support to draft language pertaining to window removal and infill. In our research, we found that the Iowa City Historic Preservation Handbook provides guidelines for when a window is to be relocated or removed/infilled, and we wish to establish similar language in the Ames Municipal Code.

It is possible that the revision could be a single line provision under “windows” in Section 31.13(13), but it is paramount that the infill of a removed window be consistent with the architectural style, and we want to ensure that the language that is added is done thoughtfully and thoroughly. The assistance we are requesting from staff may warrant a review of other cities’ Historic Preservation code sections or discussions with their planning staff and HPCs to understand how they handle such alterations.

With this in mind, we request that the City Council authorize adding the following to the Planning and Housing Department’s work plan for 2026:

- Research Assistance: Review other cities’ historic preservation ordinances and information available from the National Alliance of Preservation Commissions (or other preservation organizations) that pertain to window removal and infill.
- Draft Sample Provision(s): Research and propose sample language from these resources to use in drafting revisions to Section 31.13(13)

In summary, we believe that revising provisions in Chapter 31 to include energy efficient materials and to address window removal and infill will improve the regulatory efficiency of the historic preservation ordinance and provide residents with more clarity with respect to alterations to their historic structures. With the help of City Planning staff, we hope to complete this project by the end of calendar year 2026.

Thank you for your consideration and support.

To: Honorable Mayor and Ames City Council

From: Leon Wuebker

Date: December 12, 2025

RE: Land use comp plan amendment

Mayor and Council,

My family owns land just across the Story County line in Boone County just South of Lincoln Way. Our request is to amend the current 2040 comprehensive plan to allow for the Eastern portion of our land to be developed for residential uses and the Western portion of the land for commercial/light industrial use. The attached map represents the land that we own.

This past year the City of Ames ran a main sewer line to the Eastern edge of our property. The comp plan amendment will allow development to occur in this area (along with the potential pending agreement between the City of Ames and Xenia rural water).

There are significant sanitary sewer/septic issues in this area of Western Story County and Eastern Boone County. Moving the development forward will rectify these issues.

Upon approval of the comp plan amendment, we will begin the annexation process for the area. The goal is to have annexation and zoning done by the beginning of the fourth quarter of 2026.

We request that you refer this matter back to city staff to bring back to you at the first available time.

Respectfully submitted,



Leon Wuebker



Boone County, IA



Overview



Legend

- Parcels
- Corporate Limits
- Political Townships
- Sections
- Roads

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Date: December 12, 2025

To: Mayor John Haila and Members of the Ames City Council

From: Brenda S. Dryer, Sr. Vice President

RE: Workforce Housing Subdivision – Ontario

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We are excited to report that a coalition of local developers have come to an agreement with Iowa State University to purchase land along Ontario for the purpose of creating over 100 workforce housing units.

Key to moving this plan forward is a partnership with the City of Ames specifically in supporting this project with a Tax Increment Financing (TIF) Rebate incentive to reconstruct a portion of Scholl Road that intersects this proposed subdivision.

In our discussions with the coalition of developers they agree to the following:

- The reconstructed road will be built to the City's standards.
- An agreement must first be reached between the City and Iowa State University regarding such issues as ownership, maintenance, access, etc. for the reconstructed road section of Scholl Road, between Ontario and the railroad boundary that is currently owned by the University.
- They will provide the Ames Regional Economic Alliance with the project information needed to make application to the Iowa Economic Development Authority (IEDA) to approve a reduction of the LMI set-aside requirement for residential TIF projects from 50.07% to 20%.
- The proposed subdivision will meet all the City codes, regulations, and policies; gain anticipated approval of a major subdivision from the Ames City Council; and obtain approval of an Urban Renewal Area from the City Council as well, as required for a TIF award.

- The focus of this subdivision will be the creation of more affordable and attainable workforce housing in the City of Ames. A sales price cap would be set at \$425,000 for homes within this subdivision (assuming no additional negative or major impacts to market conditions).
- The developers will reconstruct Scholl Road, the current estimate for this work is \$660,000, with the understanding that the City of Ames would provide a TIF rebate paid annually for up to 10 years to cover the actual cost of the road reconstruction. It is the goal of all involved to construct and sell homes as quickly as possible; we know there is a need for workforce housing and like all housing projects velocity is key to a project's success. The goal would be to have enough construction and sale activity to drive a TIF Rebate pay off in 5 years.

The Alliance would like to keep moving this critically important workforce housing project forward. Ideally, the application submittal for the for LMI set aside relief approval would go to the IEDA sometime in January.

Please advise on the next steps.