

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
STAFF REPORT AND RECOMMENDATION
Wednesday, July 19, 2023

AGENDA ITEM #1

CAHP-2023-000058

Applicant: Charles Farr (owner).

Location: 756 20th Street. (Sherman Hill Local Historic District)

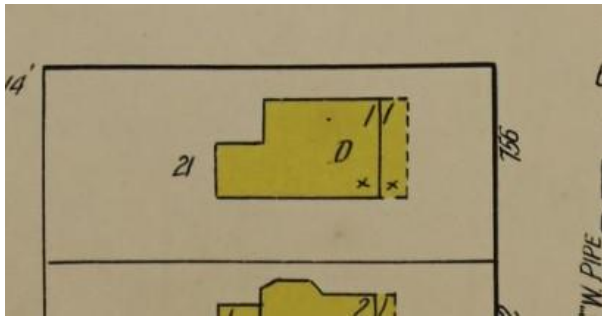
Requested Actions: Replace the existing fence rails and pickets.

I. GENERAL INFORMATION

1. Site Description: The subject property is a corner lot measuring 53 feet by 125 feet and contains a 1½-story house built circa 1891 according to the Polk County Assessor webpage. Vehicle access to a detached garage in the rear yard is from the north onto the relocated north/south alley egress connecting to Center Street.

2. Sanborn Maps:

1920



3. Relevant COA History: On September 21, 2005, the Commission granted a Certificate of Appropriateness for a series of items related to the exterior site and home including the addition of an 8-foot by 14-foot wood deck on the rear of the home.

On June 17, 2009, the Commission conditionally approved COA 20-2009-5.26 allowing the construction of a 4-foot tall picket fence.

On August 19, 2020, the Commission approved COA 20-2021-5.08 allowing the installation of a half-round gutter system to replace the existing gutter system.

II. APPLICABLE DESIGN GUIDELINES

1. Fence Design Guidelines:

- a. Posts are typically built with four equal sides with a base and a cap, and are slightly taller than the pickets. Six to 12 inch squares are common for a prominent post. The minimum width should be the height of the post in feet translated to the equivalent width in inches, e.g., if the post is four feet tall, the width should be at least four inches wide.
- b. The pickets on fences in the front and side yards should be placed between the posts (not run continuously in front of the posts).
- c. The spacing between posts should be approximately 4 to 14 feet, depending on the design.
- d. Posts are a very important visual part of a fence and should not be hidden by the pickets.
- e. Pickets should be 3/4 to one inch thick and one to six inches wide (if wider pickets are used, a pattern should be cut into the center of the boards to minimize the wide appearance). A gate is recommended between two side yards when the fence runs the entire length of the front and back yard.
- f. The tops of most pickets should be cut to some design `Dog-eared' fences are acceptable in rear yards only. The fence should step along a grade change at intervals set by the length between posts (rather than at variable lengths or with a continuously straight top edge).
- g. The space between pickets should be approximately equal to the width of the picket in front and side yards.
- h. When privacy is a concern, the boards may be spaced closer together, however, it is encouraged to keep the height of the fence as low as possible and to provide at least the thickness of a board (3/4 to one inch) between the pickets. Simple designs should be used with simplistic houses and more elaborate designs should be used for more elaborate houses. Catalogs can be found through iron manufacturers.
- i. Painted fences are preferred to in the front and side yards. Stains and unpainted wood are not recommended in historic neighborhoods.

The applicant is proposing to replace the existing fence railings and pickets around the entire rear yard of the house. The applicant indicates that the posts would stay, and that the design of the pickets will be French gothic pickets that match those that currently exist. The existing fence design was approved through COA-20-2009-5.26.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness.

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AGENDA ITEM #2

CAHP-2022-000059

Applicant: Matthew and Amanda Wagner (owners), represented by Brian Bacon, Polk County Public Works (applicant).

Location: 1900 8th Street (River Bend Local Historic District).

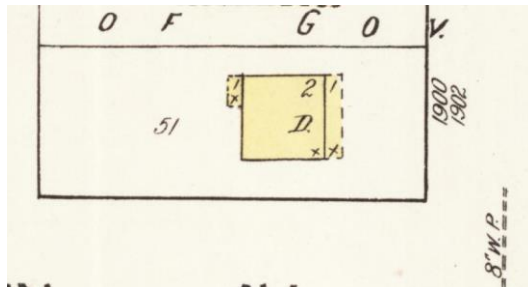
Requested Actions: A) Install new water heater vent on the north facade of the home.
B) Repair ventilation chimney on roof of home.

I. GENERAL INFORMATION

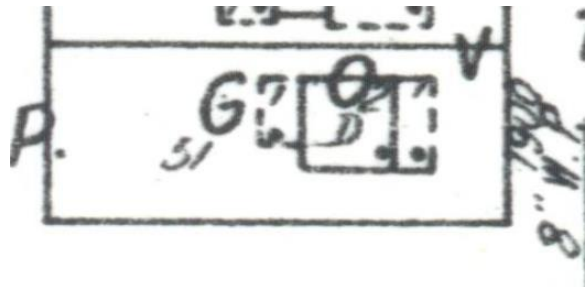
1. **Site Description:** The site is a rectangular lot, approximately 6,400 square feet in size with approximately 50 feet of street frontage. It contains a 2-story single household residence built circa 1920 with a detached garage accessed by a driveway from Franklin Avenue built circa 1956 according to the Polk County Assessor webpage. It is located on the west side of 8th Street on the northwest corner of the intersection of 8th Street and Franklin Avenue.

2. **Sanborn Maps:**

1920



1950



3. **Relevant COA History:** On May 17, 2017, the Commission conditionally approved COA 20-2017-9.26 allowing the fence subject to the following conditions:
- No portion of the fence shall extend further east than the midpoint between the side door and the window to the east of the side door on the north façade of the house.
 - No portion of the fence shall extend further south than the south face of the existing detached garage.
 - All segments of the fence shall run either run parallel or perpendicular to a property line.
 - Any fence constructed shall step along grade changes at intervals set by the length between posts rather than at variable lengths or with a continuously straight top edge.

- e) The rail side of the fence shall face the applicant's yard.
- f) The space between posts shall be uniform, and no less than 4 feet and no greater than 14 feet in distance.
- g) The fence shall be constructed in accordance with a fence permit as issued by the City's Permit and Development Center.

On June 21, 2017, the Commission approved the request by the applicant to re-hear COA 20-2017-9.26. The Commission conditionally approved the re-heard COA 20-2017-9.26 to allow removal of existing chain link fence and retention of a 6-foot tall wood privacy fence in the rear and north side yards, subject to the following conditions:

- a) Landscaping shall be provided along the portion of the fence that fronts Franklin Avenue as approved by staff.
- b) The fence posts shall be cut so they are shorter than the pickets and generally not visible from the streets, the alley and the adjoining property.
- c) Compliance with all applicable Building Codes with issuance of all necessary permits by the Permit and Development Center.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation: (mechanical equipment)

- a. Skylights, roof windows, wind generators, and radio and TV reception equipment, and other mechanical equipment should be positioned to go unnoticed when the building is viewed from the street side(s). They should be set back as far as possible from the front facade.

The applicant is proposing minor improvements to the house as part of the Polk County Weatherization Assistance Program. The requests are not considered maintenance and repair. The first request is to install a water heater vent on the north side of the house. The second request is to repair the ventilation chimney on roof of home. Staff is supportive of the request.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to compliance with the Building Code with issuance of all necessary permits by the City's Permit and Development Center.

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AGENDA ITEM #3

CAHP-2023-000065

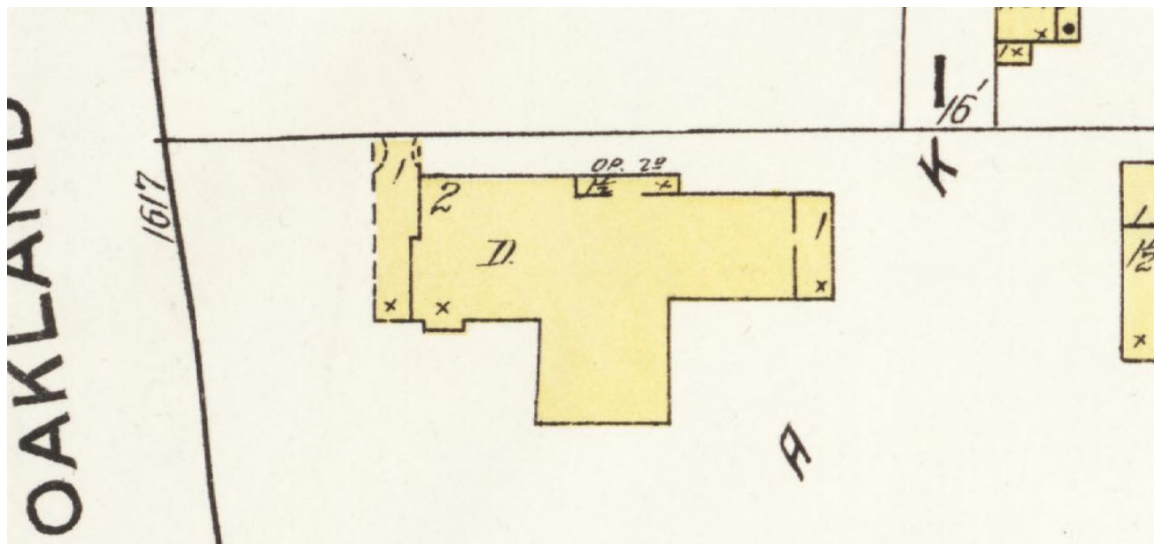
Applicant: Joseph Quartz (owner).

Location: 1617 Oakland Avenue (River Bend Historic District).

Requested Action: Repair/replace siding.

I. GENERAL INFORMATION

- 1. Site Description:** The subject property measures 110 feet by 140 feet and contains a 2½-story house built circa 1880 according to the Polk County Assessor. A two-car garage is located in the rear yard to the southeast of the house.
- 2. Sanborn Map:** The footprint shown on the 1920 map generally matches the existing house footprint. The 1920 map does not identify any outbuildings.



- 3. Relevant COA History:** On September 15, 2021, the Commission conditionally approved COA 20-2022-9.13 to allow the installation of a mini split HVAC system and a six-foot tall wood privacy fence.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (siding):

- a. Lap siding, wood shingles, brick or stucco matching the original in texture, size and material should be used when doing repair work.

- b. All original brackets, moldings, hoods, fancy cut shingles, and other trim elements should be retained or restored, or duplicated in the same materials as the original
- c. Removal of exterior paint should be avoided unless absolutely necessary, with the exception of cleaning, light scraping and hand sanding as preparation for repainting.
- d. Any original architectural metals such as cast iron, steel, pressed tin, aluminum or zinc should be retained, cleaned and kept from deterioration.

The applicant is proposing to repair and/or replace the wood siding. After removing the cover-up siding on most of the home, the applicant discovered the wood siding on the home in various conditions. Repair will be suitable for some areas of siding, while other more deteriorated areas of siding will require replacement. Staff is supportive of the repair and replacement of the siding with the condition that staff review and approve areas to be replaced in whole. Replacement materials shall be wood to match finish and reveal of existing siding. Staff is supportive of fiber cement siding as a replacement material for areas of siding that are replaced in whole and that have the proper separation from areas of wood siding.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness, subject to the following conditions:

- 1. Staff review and approval of siding areas to be replaced in full. Fiber cement lap siding is an appropriate replacement material for these areas, provided there is proper separation from wood siding material and the product has a smooth finish, with no faux wood grain.
- 2. Compliance with the Building Code with issuance of all necessary permits by the City's Permit and Development Center.

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AGENDA ITEM #4

CAHP-2023-000069

Applicant: Kester Properties LLC (owner) represented by Joshua Hemberger (applicant).

Location: 1912 6th Avenue (River Bend Historic District).

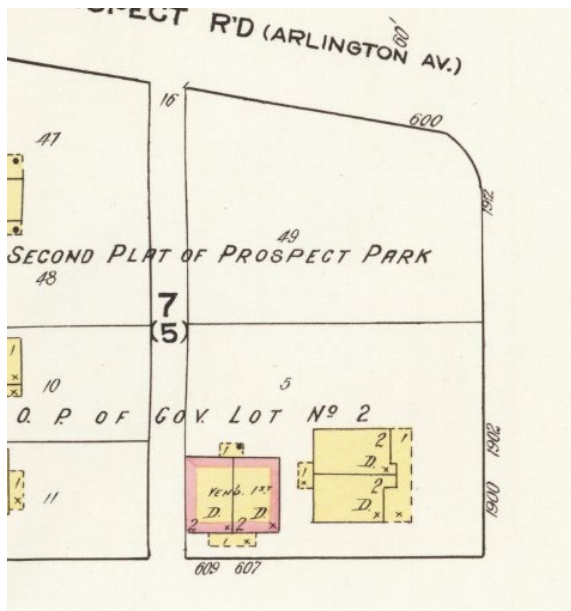
Requested Action: A) Installation of a fence frontage buffer around the parking lot.

B) Installation of new mechanical screening on the rooftop.

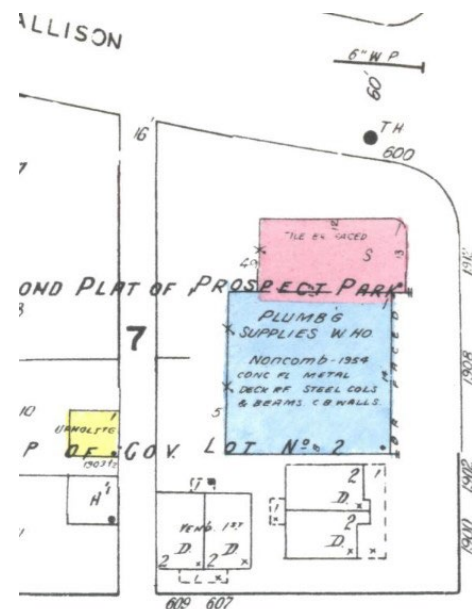
C) Installation of a new concrete walkway from the public sidewalk to the door.

I. GENERAL INFORMATION

- 1. Site Description:** The subject property is irregularly shaped and is approximately 25,989 square feet (0.597 acres) in size. It is located at the corner of Allison Avenue and 6th Avenue. It contains a 1-story commercial office building built circa 1947 according to the Polk County Assessor's webpage. The office building is a non-contributing structure to the River Bend Historic District.
- 2. Sanborn Map:** The 1957 Sanborn map shows a building with generally the same footprint as what exists today. In addition to the existing office building, four dwellings that are now demolished are shown south of the building along Franklin Avenue.



1920 Sanborn



1957 Sanborn

3. Relevant COA History: None

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines Building Rehabilitation (mechanical screening at roof):

- a. Skylights, roof windows, wind generators, and radio and TV reception equipment, and other mechanical equipment should be positioned to go unnoticed when the building is viewed from the street side(s). They should be set back as far as possible from the front facade.

The applicant is proposing to install mechanical screening on the roof to screen existing roof-top units. The proposed screening would be extruded aluminum louvers and would match the height of the existing roof-top units. The proposed color of the screening would be dark brown/bronze to match the building coping. The applicant has provided a specification sheet for the proposed screening. The roof-top mechanical screening is required as a part of the site plan through Chapter 135-4.5.5. Additionally, the screening would be a visual improvement over the existing cream-colored roof top units, helping them blend in with the surrounding roof. Staff is supportive of this request.

2. Fence Design Guidelines:

- a. The fence should step along a grade change at intervals set by the length between posts (rather than at variable lengths or with a continuously straight top edge).
- b. Four to six feet in height for metal fencing is typical for long stretches of land.
- c. Two to three feet in height for metal fencing is appropriate for smaller areas. Guardrails from widow's walks have been used as front yard fences.
- d. Simple designs should be used with simplistic houses and more elaborate designs should be used for more elaborate houses. Catalogs can be found through iron manufacturers.
- e. Metal fences usually come in four to ten-foot segments that are to be attached to metal posts or masonry pillars.

The applicant is proposing to install a metal fence to match the existing fence on site to meet the site plan requirements of a fence frontage buffer. The applicant has provided a site plan indicating the fence will be located on the northeast side of the building along the edge of the parking lot, and at the south side of the building to screen the parking from Franklin Avenue. Staff is supportive of this request with the condition that the fence match the existing fence on site (metal with the use of

pickets extending above the top rail, existing fence to match is located near the front entrance at the northeast corner of the building). Additionally, Staff is supportive of replacing the proposed fence at the northeast corner of the site at the intersection of Allison Avenue and 6th Avenue with increased density in plantings to achieve the intended screening effect.

3. Architectural Guidelines Building Rehabilitation (concrete walks):

- a. New concrete public walks in Sherman Hill and Owl's Head should be consistent with City standard and consistent in width with the widest existing sidewalk at either end of the proposed sidewalk.
- b. 4', 5' and 6' sidewalks should be subdivided into two equal widths.
- c. Stamped concrete is permitted when the proposed pattern is shown to be a recreation of an original pattern used in this area.
- d. Exposed aggregate should **not** be used because it is difficult to match and there is no evidence that this texture was historically used.

The applicant is proposing to install a four-foot concrete walkway that extends from the public sidewalk to the front entrance at the northeast corner of the building alongside an existing planting bed and fence. Staff is supportive of this request with the condition that the sidewalk be subdivided into two equal widths.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness, subject to the following conditions:

1. Fence shall match existing fence on site and include the use of pickets extending above the top rail.
2. Replace the proposed fence at the northeast corner of the site at the intersection of Allison Avenue and 6th Avenue with increased density in plantings to achieve the intended screening effect.
3. Concrete sidewalk shall be subdivided into two equal widths.
4. Compliance with the Building Code with issuance of all necessary permits by the City's Permit and Development Center.

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AGENDA ITEM #5

CAHP-2023-000057

Applicant: Seirra Smith and Alex Saenbandith (owners).

Location: 1307 9th Street (River Bend Historic District).

Request: A) Construct a new detached 3-car garage in the southeast corner of the property.

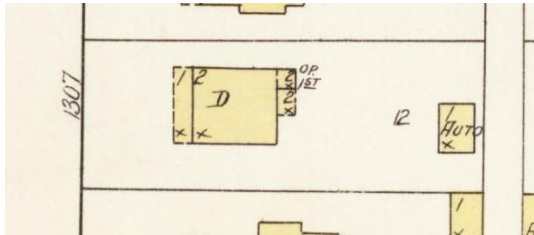
B) Replace existing gravel driveway with concrete.

I. GENERAL INFORMATION

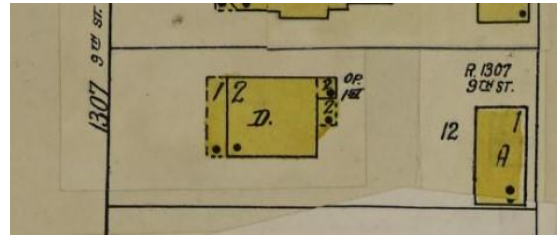
1. **Site Description:** The subject property measures 50 feet by 131 feet (6,550 square feet) and contains a 2½-story house built circa 1913 according to the Polk County Assessor webpage. It is located on the east side of 9th Street to the north of the Indiana Avenue intersection.

2. Sanborn Map:

1920



1950



3. **Relevant COA History:** On March 15, 2017, the Commission conditional issued COA 20-2017-9.23. This COA approved the previous property owner's request to remove a chain-link fence. However, it did not approve their request to retain a door that was installed on the west wall of the front porch or to retain a concrete paver walk that was constructed in the front yard. Both items were undertaken prior to the application being submitted in violation of Chapter 58 of the City Code. The approved COA did allow for a traditional storm door to be installed in the front porch and for the front walk to be replaced with a poured concrete or brick paver walk. These violations were not addressed by the previous owner.

On September 16, 2020, the Commission conditional issued COA 20-2021-9.09. This COA approved the addition of a 12-inch by 12-inch wooden vent in the front gable of the house, and allowed for staff review and approval of a wood or aluminum-clad replacement window in the basement.

On April 21, 2021, the Commission conditionally approved COA 20 2021-5.28 for work related to the front door and porch, front walk, soffits and fascia, retaining wall, and privacy fence on the property.

On August 16, 2022, an Administratively Approved COA CAHP-2022-000058 was issued for removal of existing coverup siding.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for New Construction (outbuildings & driveways):

- a. New outbuildings should be set along the alley or as close to the alley as current city codes will allow.
- b. The Sanborn maps should be consulted to determine the historical placement of outbuildings before considering any new construction.
- c. Curb cuts should **not** be created where the alley pattern exists except where there is no other acceptable alternative for the continued functioning of the site.
- d. The typical pattern of outbuildings historically established in the neighborhood should be continued in any new construction.
- e. Additional curb cuts should be kept to a minimum and whenever possible avoided.
- f. Double wide curb cuts and double wide driveways should **not** be created
- g. Circular driveways are important to the design of the house and should be retained.
- h. New outbuildings should be subordinate to the primary building.
- i. New outbuildings should be simple in design while incorporating traditional elements of scale, roof form, and material.
- j. The height should typically be 1 to 1½ stories with a 10' floor-to-ceiling height.
- k. The roof form of an outbuilding should be similar to the roof form of the principal structure. The pitch of a gable roof should typically be no less than 6:12.
- l. A new garage or outbuilding should relate well to the principal structure in material. Brick, narrow lap siding or board and batten may be appropriate.
- m. Masonite and other artificial siding may be an acceptable substitute for clapboard if the wall is detailed in a manner similar to original siding.
- n. Prefabricated metal outbuildings are **not** permitted.
- o. The new outbuilding should **not** attempt to mimic the house or look like a barn or other non-original building.
- p. New outbuildings should use a window pattern which follows that of the primary structure. Codes limiting window openings within 3' of the lot line and/or within 6' of other buildings must be satisfied.
- q. Overhead panel doors or upward-acting doors may be used in a new outbuilding. Two car garages should have two single doors rather than a double wide door to avoid a strong horizontal orientation.

The applicant is proposing to demolish the existing single-car garage and construct in its place, a new 3-car garage. The eastern wall of the new garage would match the location of the eastern wall of the existing garage to maintain proximity to the alley. The location of the new garage would conform to the historic location of a garage on the site, as both the 1920 and 1950 Sanborn maps indicate a garage in the southeast corner of the property.

The design of the garage will be a 1½-story structure with a gable and window at the east and west ends of the building. Additionally, the east side of the garage, being oriented towards the home and front of the property, would have an access door in the middle of the façade. The full structure would include cedar lap siding on the walls, cedar shake siding in the gables, and dark asphalt shingles on the roof. Finally, the applicant is proposing three single-wide garage doors facing north to utilize the existing driveway access and match the orientation of the existing garage.

The applicant is also proposing to convert the existing gravel driveway into a new concrete driveway. According to the site plan submitted by the applicant, the new concrete area will be approximately 15-feet wide by 45 – feet long along the north side of the garage. Staff notes that the combined square footage of the new garage and concrete driveway would be a reduction of overall impervious area on the site. The current gravel driveway and single-car garage are estimated to be approximately 2,296 square feet, while the proposed driveway and 3-car garage will be 1,611 square feet.

While the design guidelines recommend that minimizing overall parking areas and imperious areas should occur, standard design regulations of chapter 135 cap impervious areas for properties of this house type and zoning designation at 50% of the lot, or about 3,275 square feet. While existing conditions, including factoring in the footprint of the home, exceed that amount, the proposed driveway and garage reduce the imperious square footage to approximately 2,891 square feet. Given the new deign satisfies both the intent of the design guidelines and the letter of the Municipal Code, staff supports the request.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriates subject to the following condition:

1. Compliance with the Building Code and issuance of all necessary permits by the Permit and Development Center.

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AGENDA ITEM #6

CAHP-2023-000068

Applicant: Anthony Lemmo (owner).

Location: 845 17th Street (Sherman Hill Local Historic District).

Requested Action: A) Rebuild front porch.

B) Rebuild chimney.

C) Convert existing basement door to egress window.

D) Enclose rear porch on northeast corner of house.

E) Replace rotten siding, soffits, and window seals.

F) Remove existing retaining wall and replace with a one-foot height extension on front of property.

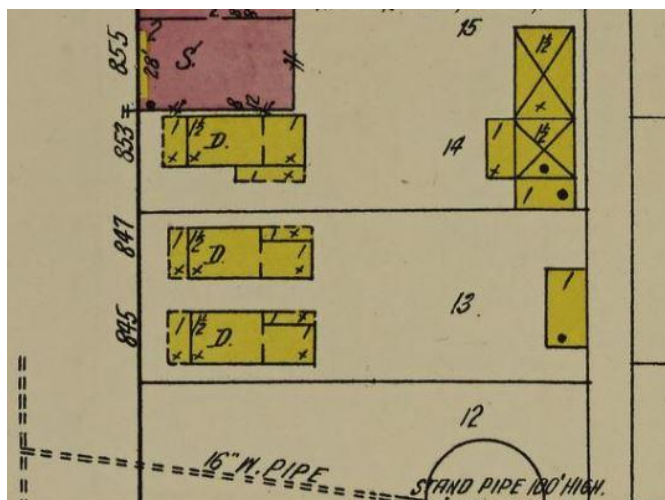
G) Install new concrete retaining wall and pad in rear yard.

I. GENERAL INFORMATION

1. **Site Description:** The subject property is located on the east side of 17th Street approximately 100 feet from the intersection of 17th Street and Crocker Street. It measures 25 feet by 125 feet (3,125 square feet) and contains a 1½-story house built circa 1890 according to the Polk County Assessor.

2. **Sanborn Map:** The 1920 Sanborn shows the house has maintained the same footprint over time. The home, however, appears to have once shared a lot with 847 17th Street to the north.

1920 Sanborn



3. **Relevant COA History:** On April 19, 2023, the Commission conditionally approved COA CAHP-2023-000024 to dismantle and store the front porch, replace the foundation with a smooth exterior finish and openings that match the original, and to document and store the maximum possible the existing chimney during removal for restoration after the foundation work is complete.

II. APPLICABLE DESIGN GUIDELINES FOR BUILDING REHABILITATION

1. Architectural Guidelines for Building Rehabilitation (porches):

- a. Front porches should be restored or reconstructed if missing. The original porch should be reconstructed using the original roof style and pitch and the original design of posts, columns, brackets and balustrade.
- b. Front porches should **not** be enclosed and the construction of a non-original second or third level deck or sun porch on the roof on a front porch is **not** permitted
- c. the original design cannot be determined, a porch should be built in a simple version of a style typical to the particular style of the house. An 1880 house, for example, may have a porch dating from 1910. This porch may be restored to either its 1880 appearance or its 1910 appearance.
- d. Construction of an elaborate design is **not** usually permitted unless documentation exists indicating that it part of the original building.
- e. Enclosing a back or side porch may be acceptable when allowed by zoning law and in cases where it will not compromise overall architectural character, where it is along a side away from the street and well set back from the front, or located at the back.
- f. Any enclosure or screening should be built behind or between columns and posts and behind balusters in order to retain and keep visible the design elements. Enclosures more permanent than screen should include a large amount of glass window or door area to retain the quality of openness.
- g. Porches should be restored or rebuilt with posts or columns that are consistent with the style of the building.
- h. Undetailed, nominal 4x4 posts should **not** be used unless original to the structure.
- i. Porches should be rebuilt or repaired with the materials that are the same as the original.
- j. Wrought iron should **not** be used as a balustrade unless it had been used as an original design element on the building.
- k. Wrought iron used as handrails along steps should be of the original design or of a new simple design with vertical elements of a size and quality typical to rails used at the time the neighborhood was built.
- l. Precast concrete steps are **not** permitted in a historic district.
- m. Porch balustrades should be constructed with parts of the same size, height, detailing, and baluster spacing as the original.

- n. A balustrade should be retained at or restored to its historically correct height. Code requirements for a greater height should be satisfied with a 1-1½ diameter steel rod positioned horizontally above the original balustrade between columns or posts to bring total height to that required.
- o. Handrails required on porch steps, if not original, should be a simple round iron rail or similar to other balustrade elements on the porch

With the completion of the foundation work on the house, the applicant proposes to utilize as much of existing material to reconstruct the front porch. The dimensions, design, and materials will be reconstructed as original, and for any portions that were unable to be retained, the applicant is proposing to reconstruct with same wood materials and design.

- a. Enclosing a back or side porch may be acceptable when allowed by zoning law and in cases where it will not compromise overall architectural character, where it is along a side away from the street and well set back from the front, or located at the back.
- b. Any enclosure or screening should be built behind or between columns and posts and behind balusters in order to retain and keep visible the design elements. Enclosures more permanent than screen should include a large amount of glass window or door area to retain the quality of openness.

The applicant is also proposing to enclose an existing rear porch on the property. The design of the enclosed area would feature a column and railing that matches the open porch design that currently exists, and would use an existing exterior door and window in the enclosed area. As proposed, the enclosed area would retain the appearance of a previously existing porch, but would operate as a mud room and rear entrance to the house.

2. Architectural Guidelines for Building Rehabilitation (chimney):

- a. Existing brick or stone chimneys should not be removed or covered with a plaster coating.
- b. Chimneys should be rebuilt or repaired in original styles with original materials. Building and fire codes should be checked for proper heights and a flue line may be needed for safety reasons.
- c. Rebuilt chimneys can be finished in a simple manner by squaring off the top or they may be made decorative by traditional corbelling.
- d. Chimney tuck-pointing should be done with a combination lime and very low content portland cement mortar. Pre-mixes are not appropriate for older bricks, which are much softer than concrete masonry units and the brick made today.
- e. Flue caps used on chimneys should be kept as small as possible.

The applicant is proposing to rebuild the chimney. In the issued COA from April 2023, the chimney was temporarily dismantled to allow for the foundation work to occur. Upon completion of that work, the applicant – using as much of the brick

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as could be salvaged – would rebuild the chimney to the closest possible design of the original. The original chimney was full brick design, but featured some form of masonry-style covering over the chimney from the roof upward. The applicant inquired if that was something they should reinstall. However, staff believes that the exterior coating was likely not an original feature, and that an original exposed-brick design would provide the most historically accurate design. Therefore, staff recommends reconstructing the chimney with the exposed brick chimney above the roofline.

3. Architectural Guidelines for Building Rehabilitation (foundations):

- a. Original door and window openings and storm cellar entrances in the foundation should be retained.
- b. The adjacent grade at a foundation should **not** be raised to cover foundation that was originally exposed and gave the building a visual base. Non-original stucco and plaster cover-ups should be removed and the original masonry foundation repaired.
- c. Masonry or concrete foundations which were never painted should **not** be painted.
- d. Brick, stone and rusticated masonry foundation should **not** be coated with cement plaster or stucco where exposed above grade.
- e. Existing foundations needing repair or alteration should be patched to match the existing masonry unit and the existing mortar in size, color, texture, composition and joint profile.
- f. Brick, stone and rusticated masonry foundation should be repointed with custom mixed mortar according to specifications in **Preservation Brief #2**.
- g. Window wells, when required, should be constructed of brick or concrete set as low as possible to expose the window and have the grade brought around them so that the well itself is minimally visible.
- h. Stucco should be repaired with a stucco mixture that matches the original in appearance and texture.

While the applicant has met the requirements of the previous COA regarding window and door openings in the new foundation, the applicant requests changing the basement door on the rear of the house to an egress window. The applicant stated that per the building code requirements, retention of the door in this location would require alteration of the stairwell to that door to meet current code standards, which would ultimately result in a four-foot extension of the stairwell and surrounding foundation walls. However, installation of an egress window in this location would not require the same stairwell redesign. The applicant wishes to pursue installing the window to retain the original design of the stairs while still creating an opening to indicate the historic door location. Staff is supportive of the request, as the conversion appears to provide the highest opportunity for overall preservation of the basement exit.

4. Architectural Guidelines for Building Rehabilitation (exterior siding)

- a. Artificial and cover –up siding should be removed and the original siding restored.
- b. Resurfacing the sides of a building with other than original materials such as stone or brick veneer, cedar shakes, asbestos and asphalt shingles, Masonite, aluminum, steel, vinyl or diagonal wood or wide board lap siding is **not** permitted.
- c. Lap siding, wood shingles, brick or stucco matching the original in texture, size and material should be used when doing repair work.
- d. All original brackets, moldings, hoods, fancy cut shingles, and other trim elements should be retained or restored, or duplicated in the same materials as the original.
- e. Removal of exterior paint should be avoided unless absolutely necessary, with the exception of cleaning, light scraping and hand sanding as preparation for repainting.
- f. Any original architectural metals such as cast iron, steel, pressed tin, aluminum or zinc should be retained, cleaned and kept from deterioration.

The applicant is proposing to replace all rotten siding and soffits around the entire house. The applicant also intends to provide new window seals on the existing windows, currently in process of restoration. Between on-site visits to the house with the owner, and review of submitted and other available images, much of the siding and soffits are in extremely poor condition, or entirely missing from rotting away. The applicant did indicate an intent to restore siding when possible, and staff prefers preservation over replacement when possible. However, staff is overall supportive of siding and soffit replacement, provided the new siding is a smooth surface lap siding that matches the reveal of the existing siding, and is of a wood material in smaller replacement locations, or fiber cement board with a trim or edge on larger areas of replacement.

5. Architectural Guidelines for Building Rehabilitation (retaining walls & paving)

- a. Retaining walls should **not** be removed if the removal breaks the continuity of the wall along the block.
- b. Walls in both Sherman Hill and Owl's Head should be constructed of brick, stone or concrete.
- c. Walls should be used to correct drainage or erosion problems, to handle grade changes, to separate public from private, and to buffer parking areas

The applicant is requesting multiple items pertaining to concrete and retaining wall work. First, the applicant is proposing to replace the existing retaining wall on along the front property line. The new retaining wall would be poured concrete of similar design, with the exception of a varying increase in height to account for the grade and the adjusted height of the house caused by the foundation work.

The house sits on a slight slope, with an approximately three-foot increase in elevation between the north and south property lines. However, due to the installation of the new foundation, the house has been incidentally raised approximately 10-12 inches above its original location. While staff believes the additional height appears to be visually inconsequential to the over massing with the adjacent properties, the applicant is proposing to regrade the property to adjust to that new height to allow for details on the porch to maintain their dimensions, and improve drainage on the site. To do that, the front retaining wall must also be elevated to account for the grade change at the sidewalk. The applicant proposes the new wall to match the height of the wall on the neighbor's property to the south, and to taper the retaining wall to match the height of the existing wall on the neighbor to the north. Staff is supportive of the request, but would recommend instead that the retaining wall step with the property, rather than angle, similar to other retaining walls along 17th Street.

Second, the applicant proposes to grade a section of the rear yard to place a paved area for parking. Currently, the rear of the property has a rather steep three-foot jump between the alleyway and the rear yard. The applicant seeks to carve out an area not to exceed 15-feet by 18-feet to match the grade of the alley in the northeast corner of the lot, and to install a concrete pad. As part of the request, the applicant then wishes to install a poured concrete retaining wall to accommodate the grade change. The applicant also expressed a desire to pursue a possible garage in this location in the future, but is not making such a request at this time. Staff is supportive of the request, provided the applicant continue working with staff to determine the best location based on the design guidelines and previous locations of garages on the property.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. The chimney shall be rebuilt brick exposed above the roofline, with no plaster-like coating.
2. Historic siding, trim, soffits, and fascia shall be retained to the extent possible. Any replacement material shall match the design and materiality of the historic element being replaced.
3. Final design of all retaining walls reviewed and approved by the Planning & Urban Design Administrator.
4. Final location of the concrete parking area reviewed and approved by the Planning & Urban Design Administrator.
5. Compliance with the building code with issuance of all necessary permits by the City's Permit and Development Center.

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
STAFF REPORT AND RECOMMENDATION
Wednesday, July 19, 2023

AGENDA ITEM #8

CAHP-2023-000056

Applicant: City of Des Moines Neighborhood Inspections Department represented by Dalton Jacobus, Neighborhood Inspections Administrator.

Owner: George Clayton

Location: 1726 Oakland Avenue (River Bend Historic District).

Requested Action: Demolition of the structure on the property in accordance with Chapter 60, Article III of the City of Des Moines Municipal Code.

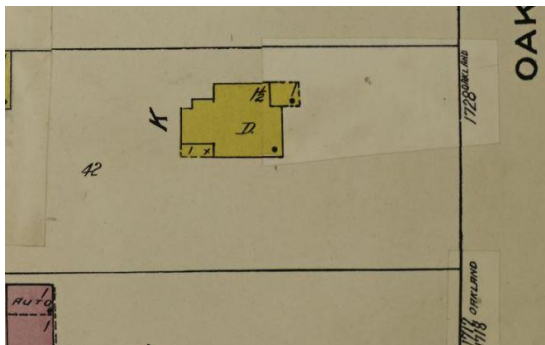
This item was continued from the June 19, 2023, Historic Preservation Commission meeting to allow a representative of the owner to conduct a rehabilitation feasibility study. Staff understands that the applicant will have information to share at the meeting, and can provide a recommendation upon review of that information. Below is the staff report and recommendation as presented at the June meeting.

I. GENERAL INFORMATION

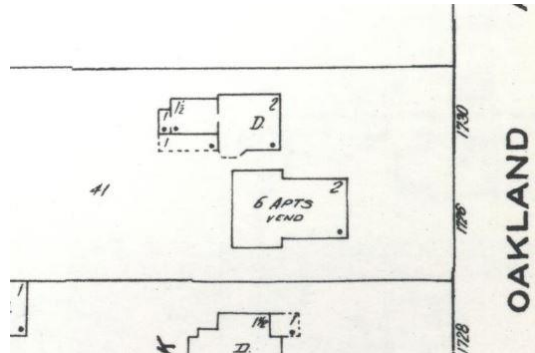
1. **Site Description:** The subject property measures 60 feet by 248 feet and contains a 2-story, 6-unit apartment building constructed circa 1956 according to the Polk County Assessor webpage.

2. Sanborn Map:

1950



1957



3. **COA History:** On July 20, 2022, the Commission approved CAHP-2022-000055 which renewed the COA for installation of windows and doors, and added an approval to replace the egress windows and escape wells with the condition that the wells maintain a low profile to minimize visibility.

On November 17, 2021, the Commission approved two COA Renewals for the following work;

- 20-2020-9.14 – Replacement of all windows subject to the condition that wood windows used as reviewed and approved by staff prior to the windows being ordered.
- 20-2020-9.24 – Replacement of doors subject to the condition that doors shall be constructed of wood and be of a design approved by staff.

II. APPLICABLE CODE STANDARDS

- 1. Requests for Demolition of a Building:** The applicant is proposing to demolish the subject building in accordance with the City’s Public Nuisance Ordinance Process. Section 58-31(d) of the Historical Preservation Ordinance outlines that the Commission must review any demolition request within a Local Historic District, and if the subject building is considered “contributing” or “pivotal” an advertisement process must be followed before demolition can be approved by the Historic Preservation Commission. The relevant section of code is listed below.

Sec. 58-31. Certificate of appropriateness required.

- (d) When an application involves the proposed demolition of a building which is defined by the district’s National Register nomination to be either a pivotal or contributing structure, the commission shall not issue a certificate of appropriateness until the following conditions have been satisfied;
 - The city shall advertise that the owner will entertain offers from any person or governmental agency desiring to purchase such building and the lot upon which it stands, provided the prospective purchaser agrees to preserve and rehabilitate the building in accordance with the recommended procedures in the Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
 - When it has been determined by the commission that such building must be moved to mitigate adverse impact, in lieu of the requirements of subsection (d)[a] of this section, the city shall advertise that the owner will entertain offers from any person or governmental agency desiring to purchase such building, provided the prospective purchaser agrees to cause such building to be moved by a professional mover in accordance with the recommended approaches in the Department of the Interior’s “Moving Historic Buildings.”
 - The city shall publish such advertisement in a newspaper of general circulation within the city, in both a legal notice and a classified advertisement, one a month for three months for contributing structures and once a month for six months for pivotal structures.
 - Upon the affirmative vote of a majority of the full membership of the commission, the advertising requirements of the subsection (d)[c] of this section may be waived when such waiver is determined to be in the public interest.

Review of “The Oaklands” National Historic District nomination reveals that this address is considered a “non-contributing” structure to the district. Therefore, no advertising period is required prior to review of the demolition request.

The submitted application by the Neighborhood Inspections Administrator lays out a timeline of steps the City has taken to work with the applicant to avoid demolition. Per that timeline, this address was declared a public nuisance structure after a fire in the structure in February 2018. In June 2019, the owner entered into a stipulated agreement with the City to renovate the structure by December 2019 to abate the public nuisance. Renovations have not occurred.

Between 2019 and 2023, several permit applications, site plans, and COA’s have been applied for or issued for work to renovate the site. However, most of those applications ultimately expired, were voided, or simply closed out and not completed. In May 2023, Neighborhood Inspections Division (NID) staff and the owner entered into a final benchmarked renovation agreement. That agreement set specific deadlines the owner was required to meet to continue abating the nuisance and avoid court-ordered demolition. Upon arrival of the first deadline in the agreement, the owner failed to meet all of the requirements of that benchmark, and therefore put the property in default of the agreement.

As a result of the second renovation agreement default, NID staff is requesting the Commission approve demolition of structure to abate the Public Nuisance violation on the site.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness.

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AGENDA ITEM #9

CAHP-2023-000037

Applicant: Tracy Burt (owner) represented by Todd VonStein (applicant).

Location: 2839 Ridge Road (Owl's Head Historic District).

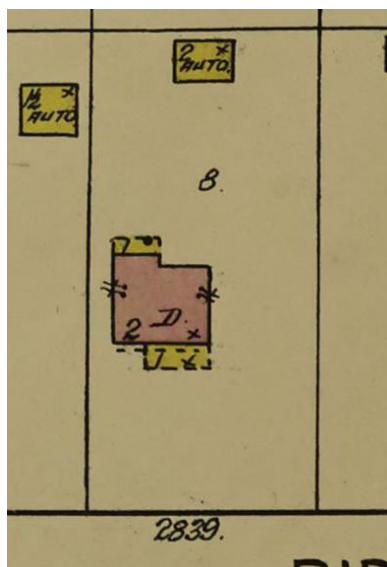
Requested Action: A) Construct a second-story addition.

B) Replacement of 4 windows with new wood windows.

Item 9 is continued from the June 21, 2023 Commission meeting. The following report and recommendation have been modified based on the design revisions provided by the applicant.

I. GENERAL INFORMATION

- 1. Site Description:** The subject property measures 124 feet by 200 feet and is located on the north side of Ridge Road. It contains a 2½-story, single-family dwelling built circa 1907 according to the Polk County Assessor webpage. The house has been substantially modified since the 1957 Sanborn maps, including a major two-story living addition and an attached two-story garage addition completed in 1988.
- 2. Sanborn Maps:** The 1920 and 1957 map indicates the same footprint, a smaller footprint with a rear porch.



1920 Sanborn Map

3. **Relevant COA History:** On March 1, 1988, the Commission approved the north rear addition and attached garage.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (additions)

- a. When constructing a new addition minimal change should be made to the exterior of the existing original building and the overall integrity of the original design should be maintained.
- b. New stories which change the exterior profile of the building should not be added, except on flat roofed buildings where it does not adversely affect the overall integrity when viewed from the street and is set back from the wall plane on all sides so that it is clearly a new addition and subordinate to the original.
- c. Where materials of the existing and of the addition come together, a recess can effectively separate the two.
- d. Additions should be set back from the wall plane of the existing structure so the shape of the original is clearly understood.
- e. Materials used should be the same as those available at the time the original building was built and should either match or be compatible with the original.
- f. Additions should not exceed the height or bulk of the original building.
- g. Additions should have a floor-to-floor height the same as the original building.
- h. Additions should have a roof pitch compatible with the building proper.
- i. The roofs of additions should not interfere with the original roof form by changing its basic shape.
- j. The roof of an addition should be lower in height than the main roof of the existing buildings.
- k. Additions should be placed on the sides or at the backs of buildings and should be clearly defined as additions.
- l. The size and proportion of windows in the addition should be similar to those of the original building.
- m. Horizontal windows, small windows, and modern picture windows should not be used where vertically oriented and larger windows are used on the original.
- n. Large areas of unbroken exterior wall surface are **not** appropriate on additions.

The applicant is proposing to construct a second-story addition to expand the primary bedroom to the east and west and has provided a first floor plan, second floor plan and elevations to illustrate the proposed design. The proposed second-story addition would be constructed on the 1988 addition located to the rear of the house, and would be minimally visible from the street (more so on the east side than west side due to open space to the east of the house). In response to comments at the June 21, 2023 Commission meeting, the applicant revised the second-story addition design by reducing the size of the addition by 18-inches on

either side. This allows the 18-inch gables of the new addition to not extend beyond the face of the original structure. Additionally, this further delineates the addition from the original structure in a more pronounced way than the previous June submittal.

The second-story addition would extend over an existing deck to remain on the east side of the house, and to the west, it would fill in an existing void between the original structure and the 1988 addition. The new second-story addition would be stucco clad to match the materiality of the 1988 addition. New windows in the second-story addition would be Marvin all wood windows and will be similar in size and proportion to the existing windows. The shingles of the new addition roof would match the style and color of the existing roof.

The roof of the proposed addition would extend from the roofline of the 1988 addition in response to Commission feedback from the June 21, 2023 meeting. The original proposal eliminated the break between the roofline of the original home and the 1988 addition, and proposed attaching to the original roof. The revised proposal keeps the delineation between the existing structure and the addition per the design guidelines.

2. Architectural Guidelines for Building Rehabilitation (windows)

- a. Existing windows should be retained, reconditioned and well maintained to be energy sound.
- b. Any replacement windows should duplicate the original window in type size, and material. The shape of the original window subdivisions should not be changed. New muntin bars and mullions should duplicate the original in size and profile shape.
- c. Windows with true divided lights should be used in places where this type of window was used originally. Snap in muntin bars should not be used.
- d. Canvas awnings should be used when necessary to provide solar shading, as done historically. Plastic or metal shutters or awnings should not be used.
- e. Every effort should be made to keep original doors, restoring as necessary.
- f. The original size of all door and window openings should be restored and replacement windows should match the shape of the original openings.
- g. Existing door and window openings should not be blocked down to accommodate stock sizes.
- h. Air conditioners should not be put in the windows of any primary façade.
- i. Any new openings constructed should be at the side or back and the size, shape and placement should relate to the existing pattern of door and window openings.
- j. When original doors or windows of some merit are removed and replaced with new, they should be kept in dry storage for a future owner who may be interested in a complete restoration.

- k. Non-original door or window openings should not be created on the front or other street sides.
- l. The original wooden storms and screens should be restored and maintained.
- m. If wooden storms and screens are unsalvageable, wood storms and screens should replace the original. Storm doors should have a large panel of glass and be of very simple design.
- n. Combination aluminum or steel, or vinyl storms and screen may be used as a substitute for wood. Exposed metallic frames are not appropriate. They should be anodized, painted, or, in the case of vinyl, stained to match trim colors.
- o. Metal frame profiles should match those of wood as closely as possible.
- p. The size and proportion of windows in the addition should be similar to those of the original building.
- q. Horizontal windows, small windows, and modern picture windows should not be used where vertically oriented and larger windows are used on the original.
- r. Large areas of unbroken exterior wall surface are not appropriate on additions.

The applicant is proposing to replace four windows on the first floor with new wood Marvin windows. The windows are located in the existing kitchen and some of the windows to be replaced are located in the original structure. All four windows have been previously replaced and are not original.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to compliance with the Building Code with issuance of all necessary permits by the City's Permit and Development Center.

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
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Wednesday, July 19, 2023

AGENDA ITEM #10

CAHP-2023-000049

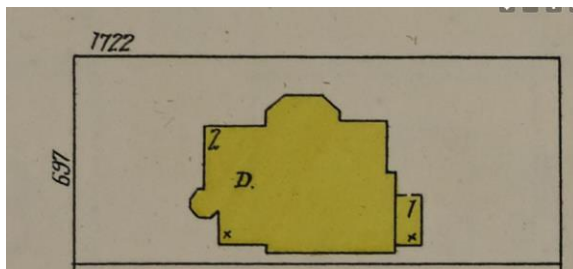
Applicant: Kim Fields (owner) represented by Andy Scott (applicant).

Location: 697 18th Street (Sherman Hill Local Historic District).

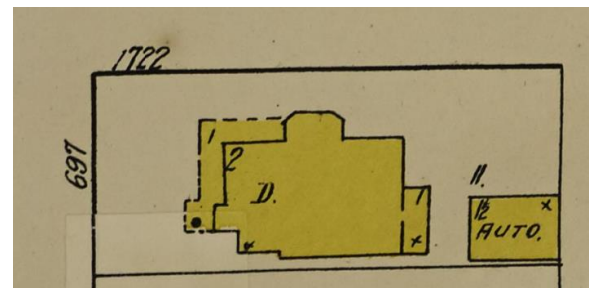
Request: Construction of a 3-story addition on the rear facade.

I. GENERAL INFORMATION

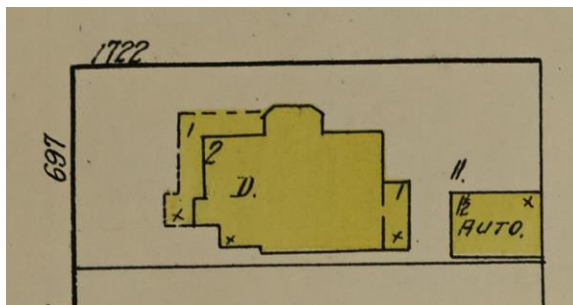
- 1. Site Description:** The subject property measures 53 feet by 125 feet and contains a 2 ½-story dwelling and a carriage house, both built circa 1885 according to the Polk County Assessor's webpage.
- 1. Sanborn Map:** The maps generally show the footprint of the original single-family dwelling. The 1920 map shows the addition of a covered front porch and minor modifications or additions to the southwest corner of the front facade and the northeast corner of the rear facade.



1901



1957



1920

- 2. Relevant COA History:** On November 1, 1983, the Commission approved COA 2000-84-5.27 to allow the installation of a wrought iron fence and gate.

On March 5, 1985, the Commission approved COA 2000-85-5.30 to allow the removal of the overhead door in the carriage house and allow it to be sided with lap siding. The Commission also approved the installation of an upper-level sundeck.

On April 2, 1985, the Commission approved COA 2000-85-5.30 to allow installation of new shingles, installation of k-style gutters, rebuilding of the missing cone on the tower, and concrete site work.

On August 23, 2019, staff administratively approved COA 20-2020-5.17A to allow the replacement of four second floor windows in the turret with all-wood double-hung windows.

On November 17, 2021, the Commission denied COA 20-2022-5.24 to allow the installation of a glass and aluminum overhead door in the garage.

On June 21, 2023, the Commission approved a request to continue CAHP-2023-000049 to the July 19, 2023 meeting of the Commission.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (3-story addition)

- a. When constructing a new addition minimal change should be made to the exterior of the existing original building and the overall integrity of the original design should be maintained.
- b. New stories which change the exterior profile of the building should not be added, except on flat roofed buildings where it does not adversely affect the overall integrity when viewed from the street and is set back from the wall plane on all sides so that it is clearly a new addition and subordinate to the original.
- c. Additions to historic buildings should have foundations that match the material of the original foundation, or are of concrete masonry units faced with brick.
- d. Brick used on new foundations should be either reclaimed old brick or new brick which matches in size, color, and texture the brick used on other original foundations in the neighborhood.
- e. The amount of foundation exposed should match that of the building being added to or be a minimum 12-18" in cases where appropriate.
- f. Where materials of the existing and of the addition come together, a recess can effectively separate the two.
- g. Additions should be set back from the wall plane of the existing structure so the shape of the original is clearly understood.
- h. Lap siding should be narrow wood boards or wood shingles. Masonite is an acceptable substitute for lap siding on additions that are not primary facades.
- i. Materials used should be the same as those available at the time the original building was built and should either match or be compatible with the original.

- j. Additions should not exceed the height or bulk of the original building
- k. Additions should have a floor-to- floor height the same as the original building.
- l. Additions should have a roof pitch compatible with the building proper.
- m. The roofs of additions should not interfere with the original roof form by changing its basic shape.
- n. The roof of an addition should be lower in height than the main roof of the existing buildings.
- o. Additions should be placed on the sides or at the backs of buildings and should be clearly defined as additions.
- p. The size and proportion of windows in the addition should be similar to those of the original building.
- q. Horizontal windows, small windows, and modern picture windows should not be used where vertically oriented and larger windows are used on the original.
- r. Large areas of unbroken exterior wall surface are not appropriate on additions.

The applicant is proposing to construct an addition on the rear facade of the dwelling. The proposed addition would be three stories in height and contain a residential elevator. Staff notes that the proposed addition would be constructed where a root cellar entrance appears to be currently located. The applicant has included renderings of the proposed addition.

According to the renderings, the proposed addition would be visible from the Pleasant Street right-of-way, would not include any windows, and would have a shed roof. A solid material door appears to be proposed on the ground level of the Pleasant Street facade of the addition.

While staff is generally supportive of the request, staff notes that guidelines “f”, “g”, “l”, “m”, and “n” are not met in portion or entirety by the proposed addition. Staff will seek the input of the Commission at the meeting regarding appropriateness of the scope of work.

III. STAFF RECOMMENDATION

Staff will seek the input of the Commission at the meeting regarding appropriateness of the scope of work.

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
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Wednesday, July 19, 2023

AGENDA ITEM #11

CAHP-2023-000055

Applicant: Carol Beronich (owner).

Location: 1435 9th Street (River Bend Local Historic District).

Requested Actions: A) Remove existing concrete front steps and replace with wood steps of similar size.

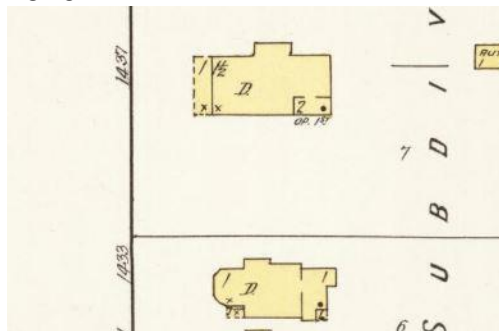
B) Remove existing enclosed rear porch and replace with 2-story deck and railings.

I. GENERAL INFORMATION

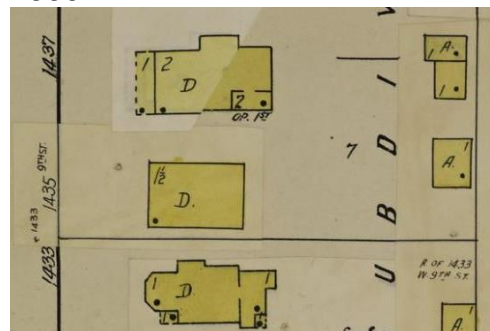
1. **Site Description:** The subject property measures 100 feet by 160 feet and contains a 1½-story house and an 18-foot by 20-foot garage. The house was built circa 1934 and the garage circa 1939 according to the Polk County Assessor webpage.

2. Sanborn Map:

1920



1950



3. **Relevant COA History:** On August 16, 2017, the Commission conditionally approved construction of a new shed in the rear yard.

On June 21, 2017, the Commission denied the retention of a prefabricated plastic shed and conditionally approved COA 20-2017-9.34 allowing the replacement of the front steps with poured concrete steps.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for New Construction: (front steps)

a. Wrought iron used as handrails along steps should be of the original design or of a new simple design with vertical elements of a size and quality typical to rails used at the time the neighborhood was built.

- b. Wooden steps and flooring should usually be used on a wooden porch. Brick or poured concrete steps and floor surface should be used on a brick or stucco porch.
- c. Precast concrete steps are not permitted in a historic district.

The applicant is requesting to remove the existing brick sidewalls, poured concrete steps, and a simple black metal handrail with new wood steps and railings. After removing the coverup siding, Staff visited the site and found that the front stoop was not integrated into the foundation, and the steps even appear to overlap the bottom three rows of original siding. However, given the brick used to construct the sidewalls appears to match the foundation, both in color and with the pitting, staff is still unsure if the front steps are original to the home.

Staff is generally supportive of the wood base design of the new steps, but does have concerns about the visual heaviness of the proposed railings. Metal railings with their minimal visual appearance might be a more appropriate design for the front, but staff is unsure if metal railings are an appropriate material with wood front steps. Staff therefore seeks Commission input on the appropriate replacement materials for the front steps.

2. Architectural Guidelines for New Construction: (decks)

- a. New decks, exit balconies and other non-original outdoor areas on either first level or above should be located at the back or side, be minimally visible from the street, should have no major impact on the original building and its character, and be designed with appropriate balustrade and compatible materials.

The applicant is requesting to remove an existing enclosed back porch and replace it with a new deck and second-floor balcony. After visiting the site, staff determined this enclosed space was most likely a simple concrete patio that was enclosed over time. Entry to the rear patio revealed that the foundation and siding continue through this enclosed space, and an opening exists that was most likely the original rear exit to the house. Unfortunately, not all of the coverup siding was removed on the rear façade, so staff could not gain context for the upstairs door. However, staff supports the construction of the rear deck and balcony, provided the railing/balustrade for the balcony has a top and bottom rail, with balusters that do not connect directly to stringers and joists, and do not extend below the bottom rail.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. Commission input on the appropriate front step design.
2. The railing/balustrade for the balcony shall have a top and bottom rail. Balusters shall not be directly attached to stringers or joints.
3. Compliance with building codes and obtainment of all necessary permits from the Permit & Development Center.

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
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Wednesday, July 19, 2023

AGENDA ITEM #12

CAHP-2023-000071

Applicant: Riva Walters (owner).

Location: 685 20th Street (Sherman Hill Local Historic District).

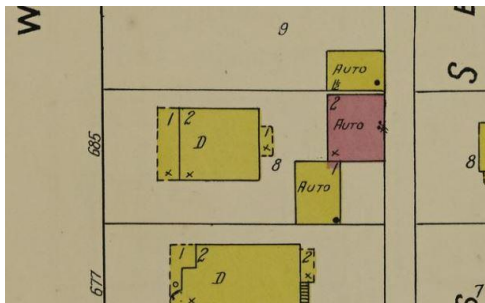
Requested Actions: Install a new three-foot-tall black ornamental fence and gate in the front yard.

I. GENERAL INFORMATION

1. **Site Description:** The subject property measures 60 feet by 125 feet and contains a 2-story house and an outbuilding that were constructed circa 1906 according to the Polk County Assessor webpage.

1. **Sanborn Maps:**

1920



2. **Relevant COA History:** On August 17, 2005, the Commission approved COA 20-2006-5.10 allowing replacement of the wood double sliding carriage house doors on the garage with one steel, smooth panel overhead door, and to construct a front retaining wall replacing concrete with either concrete or concrete block and cap.

On June 15, 2016, the Commission approved COA 20-2016-5.37 allowing the construction of a wood privacy fence in the rear yard.

On November 15, 2017, the Commission conditionally approved COA 20-2018-5.17 to allow installation of two basement egress windows and wells on the south façade provided the wells are brick, concrete or wood and reviewed and approved by staff.

On December 21, 2022, the Commission approved part of COA CAHP-2022-000114 to allow retention of a recently poured driveway, brick retaining wall, an 18-inch driveway approach widening, and construction of a 6-foot-tall black ornamental fence and gate around the side and rear yards and driveway. In that same

application, the Commission denied the location of a proposed 3-foot-tall ornamental fence and get in the front yard.

II. APPLICABLE DESIGN GUIDELINES

1. Fence Design Guidelines:

- a. Four to six feet in height is typical for long stretches of land.
- b. Two to three feet in height is appropriate for smaller areas. Guardrails from widow's walks have been used as front yard fences.
- c. Small wire fences with rounded top edges were typically used with smaller houses.
- d. Members of these fences should be of substantial thickness (not thin).
- e. Simple designs should be used with simplistic houses and more elaborate designs should be used for more elaborate houses. Catalogs can be found through iron manufacturers
- f. Metal fences usually come in four to ten-foot segments that are to be attached to metal posts or masonry pillars.
- g. The rear yard fence, both open and solid, should be a maximum of six feet in height.
- h. The fence should step along a grade change at intervals set by the length between posts (rather than at variable lengths or with a continuously straight top edge).
- i. The post and rail side should be facing the homeowner's yard while the picket side should face the street, neighbor or alley.
- j. Posts are typically built with four equal sides with a base and a cap and are slightly taller than the pickets. Six-to-12-inch squares are common for a prominent post. The minimum width should be the height of the post in feet translated to the equivalent width in inches, e.g., if the post is four feet tall, the width should be at least four inches wide.
- k. Pickets should be 3/4 to one inch thick and one to six inches wide (if wider pickets are used, a pattern should be cut into the center of the boards to minimize the wide appearance).
- l. Most fences are made of three elements: post, rail and picket. The rail is typically the only horizontal element. The rails should be placed between or on the back side of the posts not the front.
- m. The tops of most pickets should be cut to some design. "Dog-eared" fences are acceptable in rear yards only.
- n. The spacing between posts should be approximately 4 to 14 feet, depending on the design.
- o. Posts are a very important visual part of a fence and should not be hidden by the pickets.
- p. When privacy is a concern, the boards may be spaced closer together, however, it is encouraged to keep the height of the fence as low as possible and to provide at least the thickness of a board (3/4 to one inch) between the pickets.

The applicant is proposing to install a three-foot-tall black ornamental fence around the front yard of the home. The requested location is identical to the proposed location in the December 2022 COA application that was denied by the Commission. Per the meeting conversation, the Commission indicated that generally there was not an issue with the desire and design of a front yard fence, but did find that the location of the fence against the existing retaining wall created an imposing and overly large design at the sidewalk.

In the time since the December meeting, staff and the applicant worked to consider alternative designs for the fencing to meet the safety and security needs of the applicant, and meet the design guidelines of the district. Staff proposed setting the fence back from the retaining wall to run flush with the proposed gate at the top of the stairs. According to the site sketch, this would set the fence behind the existing landscaping and retaining wall approximately four feet from the sidewalk. However, the applicant has ultimately requested a return to the Commission to reconsider the original location.

As the applicant has not provided substantive reasons (such as proximity to underground utilities, discovery of easements or restrictive covenants, or other code requirements that require specific fencing locations) as to why the fencing must be in this location, staff must recommend denial of the proposed location. However, staff does recommend approval of the fence subject to the condition that the fence is set back four feet to be flush with the proposed gate at the top of the steps, as this proposed design would provide that compromise between the needs of the applicant and the requirements of the design guidelines.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. The fence is set back the appropriate distance to be flush with the gate at the top of the steps.
2. Compliance with any necessary codes and obtainment of a fence permit.

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AGENDA ITEM #13

CAHP-2023-000051

Applicant: Phil Lockwood.

Location: 649 20th Street (Sherman Hill Historic District).

Requested Action: A) Installation of a new fence around the rear and side yards.

B) Installation of a new half-court basketball court in the northeast corner of the side yard.

C) Construction of a new in-ground pool with concrete border on north side of the home.

I. GENERAL INFORMATION

- 1. Site Description:** The subject property measures 120 feet by 125 feet and contains a 2½-story double house built circa 1883 according to the Polk County Assessor's webpage. It is located on the east side of 20th Street to the north of Woodland Avenue.
- 2. Sanborn Map:** The 1901 map shows the property as being vacant. The 1920 map shows a building footprint that generally matches the existing building. In addition, it shows a 1-story wood frame garage along the rear property line.



- 3. Relevant COA History:** This property has had several COAs issued under different ownership.

COA 20-2019-5.38 – May 5, 2019 – Aaron Todd and Aaron Steil

On May 15, 2019, the Commission conditionally approved COA 20-2019-5.38.

SUBJECT OF THE REQUEST:

- A) Construction of an addition that includes a 3-car garage.*
- B) Installation of concrete driveways.*
- C) Construction of an in-ground swimming pool and concrete patios.*
- D) Construction of a limestone retaining wall around portions of the swimming pool area.*
- E) Reconstruction of a brick walk located along the north edge of the building.*
- F) Removal of the existing chain-link fence.*
- G) Construction of a wood privacy fence.*

COA 20-2021-5.04 – July 15, 2020 – Matt Walstrom

On July 15, 2020, the Commission conditionally approved COA 20-2021-5.04.

SUBJECT OF THE REQUEST:

- A) Construction of a two-car garage that would attach to a previously approved addition.*
- B) Construction of a concrete patio between the double-house and the proposed garage with a wood privacy fence along the southern perimeter of the patio.*
- C) Construction of a landing and stairs on the rear wall of the double-house.*

CAHP-2022-000080, Part A – September 21, 2022 – Phil Lockwood

On September 21, 2022, the Commission conditionally approved CAHP-2022-000080.

SUBJECT OF THE REQUEST:

- A) Replace porch floors, posts, balustrade, steps, and lattice for both front porches.*

CAHP-2022-000080, Parts B-E – October 26, 2022 – Philip Lockwood

On October 26, 2022, the Commission conditionally approved CAHP-2022-000080.

SUBJECT OF THE REQUEST:

- B) Rebuild wood back deck.
- C) Install new metal fence in back yard.
- D) Construct a new 51-foot by 26-foot garage and driveway.
- E) Construct new concrete walkways

CAHP-2022-000099 – October 26, 2022 – Phil Lockwood

On October 26, 2022, the Commission conditionally approved CAHP-2022-000099.

SUBJECT OF THE REQUEST: Repointing of brick with lime-based mortar.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (site improvements and semi-private areas):

- a. Patios should be located at the side, well set back from the front of the building, or at the back of the building and should be well screened from view.
- b. The patio surface should be brick, concrete or flagstone.

The applicant is proposing to construct an in-ground swimming pool in the side yard directly north of the house. The pool would generally measure 40 feet by 15 feet, 5 inches and would be oriented east-west. The pool would be surrounded by a subdivided concrete walkway four feet wide. The Commission has previously approved an in-ground pool for this property under a previous owner, in the open space to the north of the house (HPC May 15, 2019 - COA 20-2019-5.38 for the in-ground swimming pool).

While the design guidelines do not specifically address swimming pools, staff believes swimming pools could be considered as 'semi-private' spaces with similar guidelines. The subject property sits higher than the adjoining segment of 20th Street and public sidewalk and it is not likely the proposed in-ground pool would be visible from the street. Additionally, the applicant is proposing landscaping along the fence to provide further screening beyond what the change in grade would provide.

To the east of the pool, and the north of the existing garage, the applicant is proposing a basketball court (half-court) approximately 43 feet, 6 inches by 26 feet. The proposed court would be constructed of concrete paving. The basketball hoop would be located directly north of the existing garage.

Staff is supportive of the request to construct an in-ground swimming pool and install a half-court basketball court with the condition that continuous hedge-style screening plantings be installed along the interior of the fence to fully screen the pool and basketball court

2. Fence Design Guidelines:

- a. The character of the fence should be in keeping with the character of the building. Large, ornate buildings require fencing material and design of a substantial and elaborate type. A simple building may require a picket or woven wire fence.
- b. The scale of the fence, post and gates should be appropriate to the building.
- c. The rear yard fence, both open and solid, should be a maximum of six feet in height.
- d. Posts are typically built with four equal sides with a base and a cap, and are slightly taller than the pickets. Six to 12 inch squares are common for a prominent post. The minimum width should be the height of the post in feet translated to the equivalent width in inches, e.g., if the post is four feet tall, the width should be at least four inches wide.
- e. Pickets should be 3/4 to one inch thick and one to six inches wide (if wider pickets are used, a pattern should be cut into the center of the boards to minimize the wide appearance).
- f. Most fences are made of three elements: post, rail and picket. The rail is typically the only horizontal element. The rails should be placed between or on the back side of the posts not the front.
- g. The pickets on fences in the front and side yards should be placed between the posts (not run continuously in front of the posts).
- h. The tops of most pickets should be cut to some design `Dog-eared' fences are acceptable in rear yards only.
- i. Lattice can be used on the top of a fence to add height without the visual weight of a board fence.
- j. The spacing between posts should be approximately 4 to 14 feet, depending on the design.
- k. Posts are a very important visual part of a fence and should not be hidden by the pickets.
- l. The space between pickets should be approximately equal to the width of the picket in front and side yards.
- m. When privacy is a concern, the boards may be spaced closer together, however, it is encouraged to keep the height of the fence as low as possible and to provide at least the thickness of a board (3/4 to one inch) between the pickets.
- n. Board-on-board "shadow box" fences are not recommended for historic neighborhoods, (fences that have pickets that alternate on both sides of the rail, rather than "back-to-back"). See photo p. 2 "Finished Side."
- o. Adjacent fences that are on different properties should join.

- p. Painted fences are preferred to in the front and side yards. Stains and unpainted wood are not recommended in historic neighborhoods.

The applicant is currently in coordination with the neighbor to the north about potentially installing a portion of the fence along their shared property line as a six-foot wood privacy fence. The design of this proposal has not been worked through at the time of this application. The applicant's original fence proposal was for a six-foot metal fence to match what is existing on site. The metal or wood fence would replace an existing chain link fence. Staff supports the applicant's proposal to construct a six-foot tall black metal fence or wood fence for a portion of the shared property line in the rear and side yards as illustrated on the submitted site plan. Conditions of approval include that a metal fence shall be of a historical style with pointed pickets that extend above the top rail, and the final fence design to be approved by staff.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. The pool and basketball court shall be screened through the installation of a continuous hedge-style planting along the interior of the fence.
2. Final design of the proposed fence to be reviewed and approved by the Planning & Urban Design Administrator.
3. The fence shall step along grade changes at intervals set by the length between posts rather than at variable lengths or with a continuously straight top edge. Any metal fence shall be of a historical style that has pointed pickets that extend above the top rail.
4. The fence shall be constructed in accordance with a fence permit as issued by the City's Permit and Development Center.
5. Concrete walks shall be subdivided into equal widths if it is 4-foot or wider.
6. All construction shall be in accordance with all Building and Fire Codes, with issuance of any necessary permit by the City's Permit & Development Center.

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AGENDA ITEM #14

CAHP-2023-000067

Applicant: Connie McFarlin (owner).

Location: 733 20th Street (Sherman Hill Local Historic District).

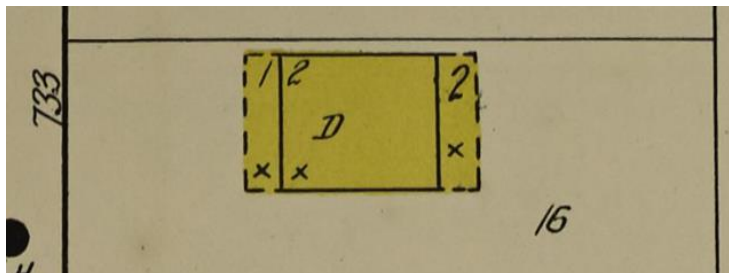
Requested Actions: A) Install new wood fence in rear yard.

B) Replace existing retaining wall in front yard.

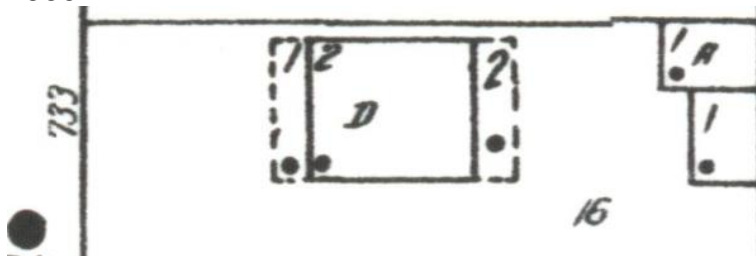
I. GENERAL INFORMATION

- 1. Site Description:** The subject property measures 50 feet by 125 feet and contains a 2-story, one-household dwelling built circa 1890 according to the Polk County Assessor webpage. It is located on the east side of 20th Street, generally midway between Center Street and Pleasant Street.
- 2. Sanborn Maps:** The 1901 map does not show either the dwelling or the house number. The 1920 and 1957 maps show the general footprint of the existing dwelling with a front 1-story porch and a rear 2-story porch. The 1957 map shows two adjoining 1-story outbuildings in the rear (northeast) corner of the property.

1920



1950



- 3. Relevant COA History:** On June 18, 2008, the Commission conditionally approved COA (20-2008-5.46) allowing construction of a 4-foot tall picket fence in the rear yard.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (wood fence)

- a. Four to six feet in height is typical for long stretches of land.
- b. Two to three feet in height is appropriate for smaller areas. Guardrails from widow's walks have been used as front yard fences.
- c. Members of these fences should be of substantial thickness (not thin).
- d. Simple designs should be used with simplistic houses and more elaborate designs should be used for more elaborate houses. Catalogs can be found through iron manufacturers.
- e. Metal fences usually come in four to ten-foot segments that are to be attached to metal posts or masonry pillars.
- f. The rear yard fence, both open and solid, should be a maximum of six feet in height.
- g. The fence should step along a grade change at intervals set by the length between posts (rather than at variable lengths or with a continuously straight top edge).
- h. The post and rail side should be facing the homeowner's yard while the picket side should face the street, neighbor or alley.
- i. Posts are typically built with four equal sides with a base and a cap and are slightly taller than the pickets. Six-to-12-inch squares are common for a prominent post. The minimum width should be the height of the post in feet translated to the equivalent width in inches, e.g., if the post is four feet tall, the width should be at least four inches wide.
- j. Pickets should be 3/4 to one inch thick and one to six inches wide (if wider pickets are used, a pattern should be cut into the center of the boards to minimize the wide appearance).
- k. Most fences are made of three elements: post, rail and picket. The rail is typically the only horizontal element. The rails should be placed between or on the back side of the posts not the front.
- l. The tops of most pickets should be cut to some design. "Dog-eared" fences are acceptable in rear yards only.
- m. The spacing between posts should be approximately 4 to 14 feet, depending on the design.
- n. Posts are a very important visual part of a fence and should not be hidden by the pickets.

The applicant, as part of the City of Des Moines' Block Challenge Grant Program, is proposing to construct a new wood fence in the rear yard. The applicant has indicated that they would like to use a gothic picket and the fence would not exceed 4 feet in height. The proposed fence would follow the perimeter of the rear yard other than being offset approximately 14 feet from the west side of the alley to allow for an existing off-street parking space.

2. Architectural Guidelines for Building Rehabilitation (retaining wall)

- a. Retaining walls should not be removed if the removal breaks the continuity of the wall along the block.
- b. Walls in both Sherman Hill and Owl's Head should be constructed of brick, stone or concrete.
- c. Walls should be used to correct drainage or erosion problems, to handle grade changes, to separate public from private, and to buffer parking areas.
- d. Brick retaining walls should be restored and maintained. Brick is appropriate material for new walls.
- e. Repairs to existing retaining walls should be done with materials matching the existing material.
- f. Railroad ties should not be used as retaining walls or landscaping elements in either Sherman Hill or Owl's Head.
- g. Consider repeating material and details found on the building in the design of the wall in order to relate carefully in scale and style to the building it surrounds.

The applicant, as part of the City of Des Moines' Block Challenge Grant Program, is proposing to replace an existing retaining wall system in the front yard. The existing retaining wall is a 2-tiered system as the front yard has a very steep grade change. It is currently constructed of landscape block and appears to only be in place on the northern portion of the front yard. The applicant is proposing to remove this system and reconstruct a 2-tiered retaining wall on both sides of the front walkway stairs. The applicant is proposing to construct the new retaining wall out of boulders. An existing poured concrete retaining wall along the south property line to allow for a shared driveway is not part of this request. Staff understands that the applicant does not intend for the proposed retaining wall to impact the existing poured concrete retaining wall.

Staff notes that existing retaining walls on adjoining and adjacent properties along the block are generally constructed of limestone block or broken concrete. The retaining wall on the northernmost adjoining property is of either limestone block or broken concrete and is interwoven with the applicant's existing retaining wall. Staff recommends approval of the request to replace the retaining wall with either a limestone generally matching the adjoining property's retaining wall material or a landscaping block with a hand-chiseled stone appearance and color.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. The finalized fence design shall be reviewed and approved by the Planning and Urban Design Administrator.
2. Provision of either limestone generally matching the adjoining property's retaining wall material or a landscaping block with a hand-chiseled stone appearance and color.
3. Compliance with the Building Code with issuance of all necessary permits by the City's Permit and Development Center.

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AGENDA ITEM #15

CAHP-2023-000061

Applicant: Fernando De Leon (owner).

Location: 1534 9th Street (River Bend Historic District).

Requested Action: A) Install a new deck on the rear facade of the house.

B) Remove the chimney.

C) Repair an existing retaining wall.

D) Replace windows throughout home.

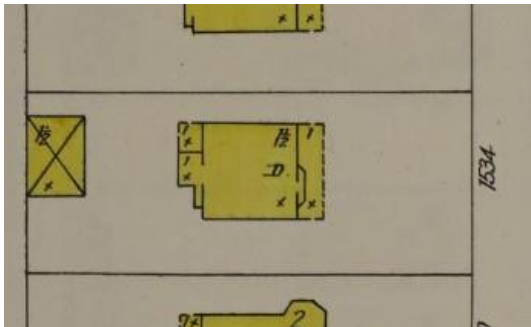
E) Repair missing exterior siding.

I. GENERAL INFORMATION

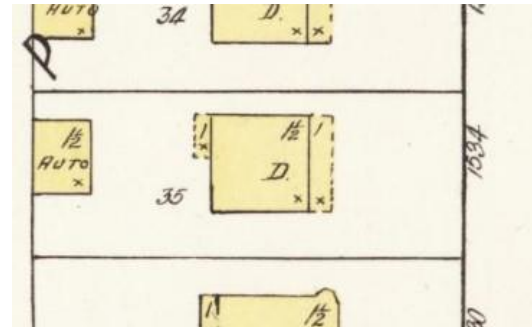
1. Site Description: The subject property measures 50 feet by 131 feet and contains a 2½-story house built circa 1898 according to the Polk County Assessor. There are two sheds in the rear yard.

2. Sanborn Map:

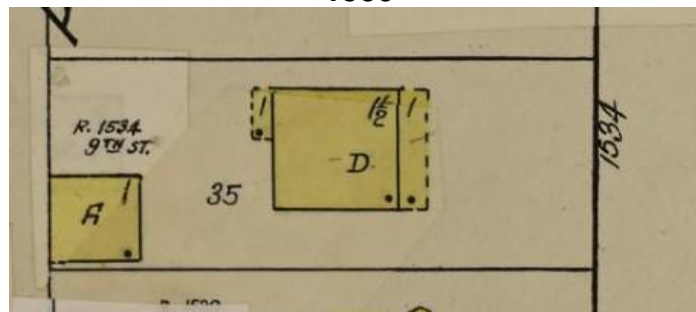
1901



1920



1950



3. **Relevant COA History:** On May 15, 2013, the Commission conditionally approved COA 20-2013-9.18 to allow replacement of a horizontal overhang element on the south façade, provided the soffit consisted of wood beadboard material or beadboard style plywood.

On March 17, 2021, the Commission conditionally approved COA 20-2021-9.34 to allow repair of siding, installation of metal soffit material on south façade, replacement of front and rear doors, repair and replacement of the front porch ceiling and columns, and replacement of the gutters, provided the replacement doors and storm doors were constructed of wood, have a window and be of an appropriate character of the house as reviewed and approved by staff, that the pillars are retained as repaired as needed, and the half-round gutters are used. In that same application, the Commission denied the request to enclose the two westernmost first floor windows on the north façade with metal siding.

4. **Additional Information:** This application was submitted in response to a Notice of Violation and Stop-Work Order (ZONE-2023-000209) for work occurring on the site without an issued Certificate of Appropriateness.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (decks):

- a. New decks, exit balconies and other non-original outdoor areas on either first level or above should be located at the back or side, be minimally visible from the street, should have no major impact on the original building and its character, and be designed with appropriate balustrade and compatible materials.

The applicant is proposing to construct a new 8-foot by 12-foot deck on the rear of the home. The deck would be constructed of pressure treated 2-inch by 8-inch posts, dark-colored Trex Transcend decking, and a PVC poly-composite railing. Staff is generally supportive of the proposed design, and would recommend approval of the deck with the condition that the railing material be wood, and feature a top and bottom rail with balusters that attach directly to those rails without extending below the bottom rail.

2. Architectural Guidelines for Building Rehabilitation (chimneys):

- a. Existing brick or stone chimneys should not be removed or covered with a plaster coating.
- b. Chimneys should be rebuilt or repaired in the original styles with original materials. Building and fire codes should be checked for proper heights and a flue line may be needed for safety reasons.
- c. Rebuilt chimneys can be finished in a simple manner by squaring off the top or they may be made decorative by traditional corbelling.

- d. Chimney tuck-pointing should be done with a combination lime and very low content portland cement mortar. Pre-mixes are not appropriate for older bricks, which are much softer than concrete masonry units and the brick made today.
- e. Flue caps used on chimneys should be kept as small as possible.

The house featured a chimney on the south façade of the home. Based on a variety of images, the chimney’s brick design appeared to be visible on the first floor, extend interior through the second floor of the house, and appear again above the roof, extending approximately 2-3 feet above the apex roofline. The applicant purchased the property in approximately April of 2023, and began removing the chimney as part of a larger renovation of the home. Per the application request, the applicant is proposing to remove the chimney and fill the vacated area of the wall with an aluminum coverup siding similar to the existing siding on the house. At the time of the writing of this staff report, Staff is of the understanding that the area exposed by the removed chimney is the only area the applicant proposes installing missing aluminum siding.

As the Design Guidelines indicate, chimneys shall be retained as much as possible on all historic homes, and should be rebuilt if removed. As such, staff recommends denial of the use of aluminum siding to coverup the chimney’s base area, and instead recommends rebuilding the chimney with the exposed brick base. However, staff seeks the Commission’s input regarding how to appropriately construct the portion of the chimney extending above the roofline.

3. Architectural Guidelines for Building Rehabilitation & Fence Guidelines:

- a. Retaining walls should not be removed in the removal breaks the continuity of the wall along the block.
- b. Walls in Sherman Hill should be constructed of brick, stone or concrete.
- c. Walls should be used to correct drainage or erosion problems, to handle grand changes, to separate public from private, and to buffer parking areas.
- d. Retaining walls are typically linear with a segmented cap.
- e. Split-face block closely matching the color and texture of aged concrete or stone retaining walls in the neighborhood should be used. Smooth concrete blocks and interlocking blocks with curved faces are not recommended.

The applicant is proposing to replace the existing retaining wall along the south edge of the driveway. The grading of the lot features a driveway near grade with 9th Street, and a front yard that is approximately 2-3 feet above the driveway. The existing retaining wall is poured concrete, but is cracked and crumbling to the point where staff questions the structural integrity of the wall. Staff supports replacing the wall. However, the applicant has indicated a use of “retaining blocks and cement” as the materials. Staff requests clarification from the applicant on the specific style of blocks, as staff could be supportive of the

certain block materials, though staff generally recommends use of poured concrete for the new wall.

4. Architectural Guidelines for Building Rehabilitation (windows):

- a. Existing windows should be retained, reconditioned and well maintained to be energy sound.
- b. Any replacement windows should duplicate the original window in type size, and material. The shape of the original window subdivisions should not be changed. New muntin bars and mullions should duplicate the original in size and profile shape
- c. Windows with true divided lights should be used in places where this type of window was used originally. Snap in muntin bars should not be used.

The applicant is proposing to replace the windows throughout the house with new vinyl windows. Images of the site appear to indicate several windows throughout the home may be wood and likely original to the home. However, staff was unable to arrange a site visit with the applicant to go and inspect the windows first-hand. As such, staff recommends retaining and repairing the existing windows unless staff determines replacement is warranted. If staff does find a window requires replacement, staff recommends replacing with a wood window, as vinyl windows are not an appropriate material for Historic Districts.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. The railing/balustrade for the deck and steps shall have a top and bottom rail. Balusters shall not be directly attached to stringers or joints.
2. Clarification from the applicant at the meeting the type and style of retaining wall materials.
3. Reconstruction of the chimney base with exposed brick façade on the first floor.
4. Input from the Commission on appropriate designs for the chimney extending above the roofline.
5. Existing windows shall be retained and repaired as necessary unless staff determines that a window is beyond repair or is not original to the building.
6. Any windows that require replacement shall be with a wood material with final design and approval by staff prior to purchase.

7. Compliance with building codes and obtainment of all necessary permits from the Permit & Development Center.

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AGENDA ITEM #16

CAHP-2023-000063

Applicant: Juan Berber (owner).

Location: 250 Franklin Avenue (River Bend Historic District).

Requested Action: A) Replace all windows.

B) Replace roof.

C) Replace all concrete on property.

D) Replace all doors on home and garage.

E) Replace gutters.

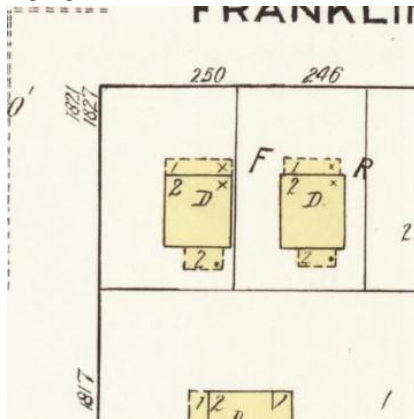
F) Replace foundation.

I. GENERAL INFORMATION

1. **Site Description:** The subject property measures 64 feet by 75 feet and contains a 2½-story single-family house built circa 1916 according to the Polk County Assessor.

2. **Sanborn Map:**

1920



3. **Relevant COA History:** N/A.

4. **Additional Information:** This application was submitted in response to a Notice of Violation and Stop-Work Order (ZONE-2023-000252) for work occurring on the site without an issued Certificate of Appropriateness.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (windows):

- a. Existing windows should be retained, reconditioned and well maintained to be energy sound.
- b. Any replacement windows should duplicate the original window in type size, and material. The shape of the original window subdivisions should not be changed. New muntin bars and mullions should duplicate the original in size and profile shape
- c. Windows with true divided lights should be used in places where this type of window was used originally. Snap in muntin bars should not be used.

The applicant is proposing to replace all windows throughout the house with new Fibrex material windows. Images of the site suggest that the existing windows are in a very deteriorated state, but several windows throughout the home may be wood and likely original to the home. Staff was unable to arrange a site visit with the applicant to go and inspect the windows first-hand. Therefore, staff recommends retaining and repairing the existing windows unless it is determined replacement is warranted. If staff does find a window requires replacement, then a wood window should be used.

2. Architectural Guidelines for Building Rehabilitation (roofs):

- a. Original roof materials should be retained and repaired. This is especially important if the roof is a permanent material like slate or tile.
- b. Original roof material should be replaced with the same material. Roofs originally shingled with wooden shingles should be re-shingled with wooden shingles.
- c. When asphalt or fiberglass shingles are used as a substitute for wood shingles a medium or dark color should be used.
- d. Metal, tile or slate roofs should **not** be redone using substitute roofing material unless that material is similar in size, coursing, texture and color to the original.
- e. Rubber or other composition material may be used when re-roofing flat-roofed areas or flat-roof buildings.
- f. Built-in gutters and other original drainage provisions such as wood gutters should be repaired and retained.
- g. Metal gutters and downspouts are recommended when dealing with a building where a water removal system never existed or where restoration or repair of the original system is not possible. Half round gutters and round downspouts are recommended.
- h. Metal gutters and downspouts should be allowed to weather to a dull gray or be finished to blend with the color of the background to which they are attached.
- i. Downspouts should be run vertically. Diagonals crossing roof planes and walls should be avoided.

The applicant is proposing to replace the existing asphalt shingle roof with new asphalt shingles of a dark color. This item would be reviewed administratively if requested on its own. Staff supports this request.

3. Architectural Guidelines for Building Rehabilitation (walks and driveways):

- a. New concrete walks in Sherman Hill and Owl's Head should be consistent with City standard and consistent in width with the widest existing sidewalk at either end of the proposed sidewalk.
- b. 4', 5', and 6' sidewalks should be subdivided into two equal widths.
- c. Stamped concrete is permitted when the proposed pattern is shown to be a recreation of an original pattern used in this area.
- d. Exposed aggregate should **not** be used because it is difficult to match and there is no evidence that this texture was historically used.
- e. Curb cuts should **not** be created where the alley pattern exists except where there is no other acceptable alternative for the continued functioning of the site.
- f. Additional curb cuts should be kept to a minimum and whenever possible avoided.
- g. Double wide curb cuts and double wide driveways should **not** be created
- h. Circular driveways are important to the design of the house and should be retained.

The applicant is proposing to replace all concrete on the property. Currently, the property consists of driveway along the south property line that was widened to accommodate two vehicles some time before the establishment of the River Bend Local Historic District. Additionally, two walkways that border the street-side facades of the house connect the front door to the driveway. Finally, at the northwest corner of the lot, a walkway runs from the northwest corner of the house diagonally to the intersection of the Franklin Avenue and Arlington Avenue public sidewalks, where the walkway features three steps with sidewalls. Staff supports replacement of the concrete, provided that the steps at the corner of the lot are a poured concrete replacement of similar design, and that the driveway approach is not expanded beyond its existing width.

4. Architectural Guidelines for Building Rehabilitation (doors)

- a. Every effort should be made to keep original doors, restoring as necessary.
- b. The original size of all door and window openings should be restored and replacement windows should match the shape of the original openings.
- c. Existing door and window openings should not be blocked down to accommodate stock sizes.
- d. Air conditioners should not be put in the windows of any primary façade.
- e. Any new openings constructed should be at the side or back and the size, shape and placement should relate to the existing pattern of door and window openings.

- f. When original doors or windows of some merit are removed and replaced with new, they should be kept in dry storage for a future owner who may be interested in a complete restoration.
- g. Non-original door or window openings should not be created on the front or other street sides.
- h. The original wooden storms and screens should be restored and maintained.
- i. If wooden storms and screens are unsalvageable, wood storms and screens should replace the original. Storm doors should have a large panel of glass and be of very simple design.
- j. Combination aluminum or steel, or vinyl storms and screen may be used as a substitute for wood. Exposed metallic frames are not appropriate. They should be anodized, painted, or, in the case of vinyl, stained to match trim colors.
- k. Metal frame profiles should match those of wood as closely as possible.
- l. The door style selected should be wood and either of these two types: 1) a totally flush door with no trim; or 2) a panelized door with panels or glass in square or slightly vertical proportions.
- m. Discarding original windows and doors should not be done before making a full exploration of the restoration alternative.

The applicant is proposing to replace all doors on the house and garage with new primed steel doors, with the new front door also featuring a small window. While staff was only able to see the front door, as the east side door and garage both appeared to have been already removed, based on image comparisons with past images of the site, all doors appeared to have been replaced in or around 2011. As the previous doors were not original to the home, staff supports replacing the doors. However, staff recommends that all doors except the garage are of wood materials, and the front door features a larger half-light window design or similar design appropriate for the character of the house.

5. Architectural Guidelines Building Rehabilitation (gutters):

- a. Built-in gutters and other original drainage provisions such as wood gutters should be repaired and retained.
- b. Metal gutters and downspouts are recommended when dealing with a building where a water removal system never existed or where restoration or repair of the original system is not possible. Half round gutters and round downspouts are recommended.
- c. Metal gutters and downspouts should be allowed to weather to a dull gray or be finished to blend with the color of the background to which they are attached.
- d. Downspouts should be run vertically. Diagonals crossing roof planes and walls should be avoided.

The applicant is requesting replacement of the existing k-style gutters on the house. The applicant proposes use of an aluminum gutter, which staff believes is most likely a replacement k-style. While the Design Guidelines indicate half-

round gutters are a more appropriate design in historic districts, staff believes k-style gutters would not negatively impact the character of the house.

6. Architectural Guidelines for Building Rehabilitation (foundations):

- a. Original door and window openings and storm cellar entrances in the foundation should be retained.
- b. The adjacent grade at a foundation should **not** be raised to cover foundation that was originally exposed and gave the building a visual base. Non-original stucco and plaster cover-ups should be removed and the original masonry foundation repaired.
- c. Masonry or concrete foundations which were never painted should **not** be painted.
- d. Brick, stone and rusticated masonry foundation should **not** be coated with cement plaster or stucco where exposed above grade.
- e. Existing foundations needing repair or alteration should be patched to match the existing masonry unit and the existing mortar in size, color, texture, composition and joint profile.
- f. Brick, stone and rusticated masonry foundation should be repointed with custom mixed mortar according to specifications in **Preservation Brief #2**.
- g. Window wells, when required, should be constructed of brick or concrete set as low as possible to expose the window and have the grade brought around them so that the well itself is minimally visible.
- h. Stucco should be repaired with a stucco mixture that matches the original in appearance and texture.

The applicant proposes to replace a portion of the foundation with CMU block. According to a submitted foundation sketch, work would include the entire enclosed front porch, and approximately 27 feet of the east foundation wall of the house. For the area within the scope of work, it appears that the foundation was of a tile block material. The front porch and house each had defined foundation walls. However, as evidenced by several missing blocks at the northwest corner of the house, those walls did appear interlocked where they intersected.

As staff continued to follow the foundation wall past the project area to the rear of the house, staff noticed that the tile block changes to brick upon reaching the rear façade. This transition leads staff to suspect that the original foundation of this house was brick, and was replaced by the tile block on all but the rear wall at some point. As such, staff believes returning to that brick exterior wall is the most appropriate replacement material, but seeks Commission input.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. Existing windows shall be retained and repaired as necessary unless staff determines that a window is beyond repair or is not original to the building.
2. Any windows that require replacement shall be replaced with a wood material with final design and approval by staff prior to purchase.
3. The steps at the northwest corner of the site shall be poured concrete to match existing design.
4. Doors to the house shall be of a wood material, and the front door shall feature a half-light window or similar design, with final review and approval of the selected doors by the Planning & Urban Design Administrator.
5. Input from the Commission on appropriate design for the replacement gutters.
6. Input from the Commission on appropriate designs for the replacement foundation.
7. Compliance with building codes and obtainment of all necessary permits from the Permit & Development Center.

CITY OF DES MOINES HISTORIC PRESERVATION COMMISSION
STAFF REPORT AND RECOMMENDATION
Wednesday, July 19, 2023

AGENDA ITEM #17

CAHP-2023-000065

Applicant: Larry Watkins (owner) represented by Micah Jackson (applicant).

Location: 1706 and 1708 Woodland Avenue (Sherman Hill Historic District).

Requested Action: A) Exterior masonry tuckpointing.

B) Install new wood-clad windows throughout home.

C) Install new wood doors.

D) Reconstruct removed front porch.

E) Replace rear deck with new wood deck.

F) Replace upper-level wood shingles.

G) Replace soffits, fascia, and frieze boards with new smooth fiber cement board.

H) Restore existing and replace missing corbels.

I) Install new k-style gutters and downspouts.

J) Install new 4-foot-tall steel fence in front yard.

K) Install new 6-foot-tall steel fence in rear yard.

L) Install new brick walkway from front door to public sidewalk.

M) Install a new window well and retaining wall on west side of home.

N) Replace concrete driveway in rear of property.

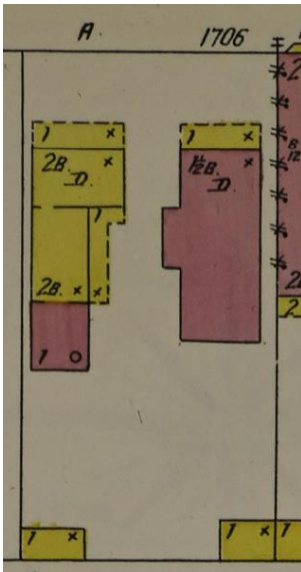
O) Construct new garage in rear yard.

I. GENERAL INFORMATION

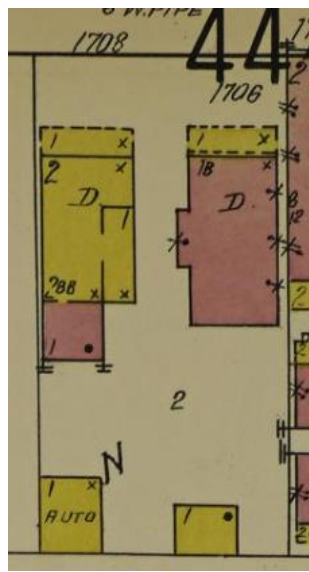
- 1. Site Description:** The subject site consists of two parcels that each measure 33 feet by 132 feet. The eastern parcel contains a 1½-story dwelling built circa 1885 according to the Polk County Assessor's webpage and a paved area to the rear of the dwelling which is in disrepair. The western parcel is vacant.

2. **Sanborn Map:** The 1901 and 1920 maps generally show the existing 1½-story dwelling on the 1706 Woodland Avenue portion of the combined property and a 2-story dwelling on the 1708 Woodland Avenue portion of the combined property. The 1957 map indicates that the front porch of 1706 Woodland Avenue was removed and a one-story storefront was added sometime after 1920. The storefront addition was removed in 1999. The 2-story dwelling on the 1708 Woodland Avenue portion of the property was removed after 1920. A one-story outbuilding is identified on the 1901 map in both the southeast and southwest corners of the property. A one-story outbuilding is identified on the 1920 map in the center of the rear property line and a one-story outbuilding in the southwest corner of the property. A one-story outbuilding is identified on the 1957 map in the southwest corner of the combined property.

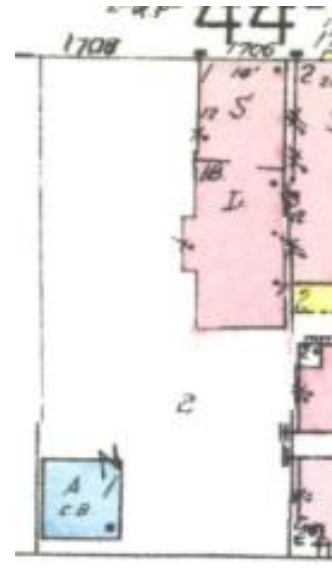
1901:



1920:



1957:



3. **Relevant COA History:** On June 20, 2001 the Commission approved a 4-foot tall wrought iron fence around the front of the property with a wood privacy fence and arbor along the west and rear of the house.

On October 17, 2007 the Commission approved COA #20-2008-5.16. Below is the language from that Certificate.

SUBJECT OF THE REQUEST:

- A) Construction of a front porch.
- B) Reopening of original door and window openings on the first floor of the front façade with wood double hung windows and a salvaged door.
- C) Construction of a rear porch. (not approved - see conditions)
- D) Construction of a balcony on the rear façade with the replacement of the 2nd floor window with a door. (not approved - see conditions)
- E) Installation of ½-round gutter and round downspouts.
- F) Construction of a brick private walk.

G) Repair of brick siding, stone trim and mortar as needed with matching materials.

CONDITIONS:

- The applicant is to return to the Commission when the design for the rear façade has been refined including detailed designs for the rear porch and rear balcony.
- Brick sidewalk to be constructed with dark brown or red colored bricks in a herringbone pattern.

The Commission approved a modification to the front porch design on March 19, 2008. The porch design approved in 2007 included brick piers with lattice running between the piers and wooden steps. The amended design replaced the piers with brick foundation walls with an open pattern in the center of the north façade. Limestone steps were approved in place of wooden steps and a stone cap was added to the step sidewalls.

On October 16, 2013, the Commission approved COA 20-2014-5.17 allowing the repair of the masonry siding as needed including repointing, filling in two non-original openings on the west façade, and the installation of half-round gutters and round down spouts.

On November 20, 2013, the Commission conditionally approved COA 20-2014-5.20 allowing the following requests:

- a. Installation of an ornamental fence around the perimeter of the property.
- b. Creation of a new south facing window opening on the west façade.
- c. Installation of wood double-hung windows with a 2-lite over 2-lite pattern.
- d. Installation of front and rear doors.
- e. Replacement of the rear deck.
- f. Construction of a front porch.
- g. Replacement of the Woodland Avenue sidewalk.
- h. Construction of a brick walk from the front porch to the public sidewalk.
- i. Removal of the existing driveway and rear walk.
- j. Construction of a carriage house in the southwest corner of the lot.

II. APPLICABLE DESIGN GUIDELINES

1. Architectural Guidelines for Building Rehabilitation (masonry/tuckpointing):

- a. Existing foundations needing repair or alteration should be patched to match the existing masonry unit and the existing mortar in size, color, texture, composition and joint profile.
- b. Brick, stone and rusticated masonry foundation should be repointed with custom mixed mortar according to specifications in Preservation Brief #2.
- c. Brick and stone structures should be cleaned only when necessary and by the gentlest means possible.
- d. High-pressure sand, water and other types of blasting are not permitted.

- e. Repair work should be done with matching brick or masonry units and with a mortar which matches the color, texture, composition and joint profile of the original.
- f. Cement-based mortar should not be used when repointing old brick which is typically much softer than brick made today. A softer lime-based mortar should be used in order to avoid cracking the brick when seasons change and contraction and expansion occur.

The applicant is proposing to repoint the brick siding. The applicant did not indicate proposed materials with this application, but the 2013 application indicated that repointing would occur "with a lime-based mortar that will be formulated based on an analysis of the historic mortar conducted on September 29, 2013." Staff is supportive of the request so long as any repointing occurs in conformance with Preservation Brief #2.

2. Architectural Guidelines for Building Rehabilitation (window and door replacements):

- a. Every effort should be made to keep original doors, restoring as necessary.
- b. The original size of all door and window openings should be restored and replacement windows should match the shape of the original openings.
- c. Existing door and window openings should not be blocked down to accommodate stock sizes.
- d. Any replacement windows should duplicate the original window in type size, and material. The shape of the original window subdivisions should not be changed. New muntin bars and mullions should duplicate the original in size and profile shape.

The applicant is proposing to install new wood-clad windows for all window openings in the dwelling. Visual inspection indicates that most, if not all, of the window and door openings on the dwelling are currently secured by plywood or brick. The 2013 application stated there is only one original window left in the building. Staff recommends that this original window be retained and restored. Any replacement windows should be wood (2 over 2) double-hung windows. The 2013 application stated that salvaged historic wood doors are proposed as door replacements. Staff is supportive so long as any replacement door is wood with a minimum of a half lite and may be new or salvaged.

3. Architectural Guidelines for Building Rehabilitation (front porch):

- a. Front porches should be restored or reconstructed if missing. The original porch should be reconstructed using the original roof style and pitch and the original design of posts, columns, brackets and balustrade.
- b. If the original design cannot be determined, a porch should be built in a simple version of a style typical to the particular style of the house. An 1880 house, for

- example, may have a porch dating from 1910. This porch may be restored to either its 1880 appearance or its 1910 appearance.
- c. Construction of an elaborate design is not usually permitted unless documentation exists indicating that it part of the original building.
 - d. Porches should be restored or rebuilt with posts or columns that are consistent with the style of the building.
 - e. Porches should be rebuilt or repaired with the materials that are the same as the original.
 - f. Wooden steps and flooring should usually be used on a wooden porch.

The 2013 application stated, “[t]he proposed porch design duplicates the original from a shadow identified at front openings. Wood material is proposed for the floor, railings, columns and balusters. The foundation would consist of masonry.” Staff recommends approval so long as substantial compliance with the submitted drawings is maintained.

4. Architectural Guidelines for Building Rehabilitation (rear deck):

- a. New decks, exit balconies and other non-original outdoor areas on either first level or above should be located at the back or side, be minimally visible from the street, should have no major impact on the original building and its character, and be designed with appropriate balustrade and compatible materials.
- b. Porch additions which are not a replacement of an original porch should not be constructed on the front of a building.

The 2013 application stated, “[t]he applicant is proposing to replace the existing rear deck with a new wooden deck.” Staff notes that a newer rear deck does appear to be on the rear of the dwelling. If a replacement is still desired, any replacement deck shall be in substantial compliance with the submitted drawings and with appropriate balusters as reviewed and approved by staff.

5. Architectural Guidelines for Building Rehabilitation (shingle and diagonal siding; soffit and fascia; corbels):

- a. Artificial and cover –up siding should be removed and the original siding restored.
- b. Resurfacing the sides of a building with other than original materials such as stone or brick veneer, cedar shakes, asbestos and asphalt shingles, Masonite, aluminum, steel, vinyl or diagonal wood or wide board lap siding is not permitted.
- c. Gable ends, back porches, lean-tos and other small original structures should be resurfaced in material that is the same as the original material.
- d. Lap siding, wood shingles, brick or stucco matching the original in texture, size and material should be used when doing repair work.

- e. All original brackets, moldings, hoods, fancy cut shingles, and other trim elements should be retained or restored, or duplicated in the same materials as the original.
- f. Removal of exterior paint should be avoided unless absolutely necessary, with the exception of cleaning, light scraping and hand sanding as preparation for repainting.
- g. Any original architectural metals such as cast iron, steel, pressed tin, aluminum or zinc should be retained, cleaned and kept from deterioration.
- h. The base color should be selected with the two thoughts in mind: 1) the color should be from a palette used at the time the building was constructed; and 2) the color should relate well to the other buildings in the historic district, especially those adjacent.
- i. The major trim color should emphasize the decorative or structural elements of the building and should compliment the base color. This color is typically used on the cornice, gable end, sills, hoods, columns, and porches.
- j. The minor trim color should set off the color scheme and be used as a decorative highlighting element against the major trim color.
- k. Original roof materials should be retained and repaired. This is especially important if the roof is a permanent material like slate or tile.
- l. Original roof material should be replaced with the same material. Roofs originally shingled with wooden shingles should be re-shingled with wooden shingles.
- m. When asphalt or fiberglass shingles are used as a substitute for wood shingles a medium or dark color should be used.
- n. Metal, tile or slate roofs should not be redone using substitute roofing material unless that material is similar in size, coursing, texture and color to the original.

The applicant is proposing to replace the wood siding within the roof gables. Staff believes as much of the original material should be preserved. Any replacement siding shall match the style and orientation of the existing material. Staff notes that wood and synthetic materials should not be intermingled, so the applicant should work with staff to determine when any siding within an entire gable should be replaced or patched.

The applicant is proposing to replace the soffits and fascia with new smooth fiber cement board. Staff believes as much of the original material should be preserved. If the applicant can demonstrate at the meeting that replacement of the soffit is required, staff believes that any replacement should likely have a tongue-and-groove pattern or appearance. Staff notes that wood and synthetic materials should not be intermingled. Staff is not supportive of the use of smooth fiber cement board to replace the fascia boards as they appear to have architectural detail that should be preserved.

The applicant is proposing to restore the existing corbels and replace any of the missing corbels. Staff is supportive of this portion of the request so long as any

replacement corbels are only for those missing, are constructed of wood, and match the style of the existing corbels.

6. Architectural Guidelines for Building Rehabilitation (gutters and downspouts):

- a. Metal gutters and downspouts are recommended when dealing with a building where a water removal system never existed or where restoration or repair of the original system is not possible. Half round gutters and round downspouts are recommended.
- b. Metal gutters and downspouts should be allowed to weather to a dull gray or be finished to blend with the color of the background to which they are attached.
- c. Downspouts should be run vertically. Diagonals crossing roof planes and walls should be avoided.

The applicant is proposing to install k-style gutters and downspouts. Details regarding how the proposed gutters would be attached were not submitted with the application. Staff would ask the applicant to provide additional information regarding how the proposed gutter system would be installed and input from the Commission at the meeting. If sufficient information cannot be provided, staff would recommend installation of half-round gutters and round downspouts. Staff notes that gutters on the front facade may be more appropriate on the reconstructed porch roof which would allow visibility of the preserved corbels on the front facade.

7. Fence Design Guidelines:

- a. The rear yard fence, both open and solid, should be a maximum of six feet in height.
- b. A gate is recommended from an enclosed back yard to an alley or another back yard.
- c. A gate is recommended between two side yards when the fence runs the entire length of the front and back yard.
- d. The fence should step along a grade change at intervals set by the length between posts (rather than at variable lengths or with a continuously straight top edge).
- e. Four to six feet in height is typical for long stretches of land.
- f. Simple designs should be used with simplistic houses and more elaborate designs should be used for more elaborate houses. Catalogs can be found through iron manufacturers.
- g. Metal fences usually come in four to ten foot segments that are to be attached to metal posts or masonry pillars.

The applicant is proposing to construct a 4-foot tall black metal fence around the perimeter of the front and side yards. A 6-foot tall black metal fence is proposed around the perimeter of the rear yard. A gate is proposed along the front property

line at the front walkway and a gate is proposed between the rear yard and the proposed carriage house. Staff is supportive of the request so long as it includes the use of top and bottom rails and pickets extending above the top rail.

8. Architectural Guidelines for Building Rehabilitation (sidewalks):

- a. New concrete public walks in Sherman Hill and Owl's Head should be consistent with City standard and consistent in width with the widest existing sidewalk at either end of the proposed sidewalk.
- b. 4', 5' and 6' sidewalks should be subdivided into two equal widths.
- c. Stamped concrete is permitted when the proposed pattern is shown to be a recreation of an original pattern used in this area.
- d. Exposed aggregate should not be used because it is difficult to match and there is no evidence that this texture was historically used. Reclaimed brick not intended for paving should not be used for brick walks.
- e. Brick pavers in a dark brown or red color in a herringbone pattern should be used for public walks in Sherman Hill and Owl's Head but only in places where the slope does not create a safety problem and where the use of brick is compatible with adjacent materials. Standard City specifications for brick walks have been developed.
- f. Sidewalks on private property should be of the same material, pattern and texture which are recommended for public walks: Brick and concrete. In addition; flagstone may be appropriate.

The applicant is proposing to remove the existing concrete front walk and replace it with a brick walk connecting the proposed front porch to the Woodland Avenue sidewalk. Staff is supportive so long as the brick pavers are laid in a herringbone pattern.

9. Architectural Guidelines for Building Rehabilitation (retaining wall)

- a. Retaining walls should not be removed if the removal breaks the continuity of the wall along the block.
- b. Walls in both Sherman Hill and Owl's Head should be constructed of brick, stone or concrete.
- c. Walls should be used to correct drainage or erosion problems, to handle grade changes, to separate public from private, and to buffer parking areas.
- d. Brick retaining walls should be restored and maintained. Brick is appropriate material for new walls.
- e. Repairs to existing retaining walls should be done with materials matching the existing material.
- f. Railroad ties should not be used as retaining walls or landscaping elements in either Sherman Hill or Owl's Head.
- g. Consider repeating material and details found on the building in the design of the wall in order to relate carefully in scale and style to the building it surrounds.

The applicant is proposing a new retaining wall and window well on the west side of the dwelling. Materials and location information were not provided with the application. Staff would ask the applicant to provide additional information at the meeting and input from the Commission regarding the appropriateness of the scope of work.

10. Architectural Guidelines for New Construction (garage and driveway):

- a. New outbuildings should be set along the alley or as close to the alley as current city codes will allow.
- b. The Sanborn maps should be consulted to determine the historical placement of outbuildings before considering any new construction.
- c. Garages which are part of new construction should be located in a position relative to the main building which is the same as other original garages and outbuildings in the historic district.
- d. The typical pattern of outbuildings historically established in the neighborhood should be continued in any new construction.
- e. Additional curb cuts should be kept to a minimum and whenever possible avoided.
- f. A new garage or outbuilding should relate well to the principal structure in material. Brick, narrow lap siding or board and batten may be appropriate.
- g. Masonite and other artificial siding may be an acceptable substitute for clapboard if the wall is detailed in a manner similar to original siding.
- h. Double garages should have two single doors rather than one double-wide door.
- i. New outbuildings should use a window pattern which follows that of the primary structure.
- j. The new outbuilding should not attempt to mimic the house or look like a barn or other non-original building.
- k. New outbuildings should be subordinate to the primary building.
- l. New outbuildings should be simple in design while incorporating traditional elements of scale, roof form, and materials.
- m. The height should typically be 1 to 1½-stories with a 10' floor-to-ceiling height.
- n. The roof form of an outbuilding should be similar to the roof form of the principal structure. The pitch of a gable roof should typically be no less than 6:12.
- o. Brick walls, compatible fencing, berms, retaining walls or various hedges and plantings should be used in addition to the requirements of the zoning ordinance to reduce the impact of on-grade parking and to define the block face.
- p. Parking areas that are not walled or separated from the street by some other design device such as open fencing or a change in grade should be set back from the street and given a landscaped buffer of low shrubs and ground cover.
- q. Parking functions should be positioned, broken up and buffered to reduce their intrusion into the neighborhood. A grass strip is not an adequate buffer.
- r. Landscaping should be used to screen the garage from the street.
- s. Garage entries should not be set further forward than the house proper and should not face the street unless original or well set back.

- t. Where the alley pattern exists, as in Sherman Hill, parking areas should be developed off the alley and behind buildings.
- u. Small, odd shaped sites should be used for neighborhood parking areas
- v. Parcels large enough to accommodate compatible infill construction, even if a small single lot, should not be permanently kept as parking areas.
- w. In Sherman Hill and other potential historic districts with a large amount of multi-family housing, every effort should be made to develop dual use and shared parking areas and to coordinate the parking needs of the neighborhood as a whole, thereby reducing the amount of usable space taken up by on-grade parking.

The applicant is proposing to construct a 24-foot by 26-foot carriage house in the rear yard of 1708 Woodland Avenue. The building would have brick exterior walls with a roof pitch and trim details that complement the house. The submitted site sketch appears to show the proposed carriage house as located approximately 18 feet from the rear (south) property line and approximately 4 feet from the side (west) property line. The setback from the rear property line appears to be greater than is typically allowed. Staff will ask the applicant to provide additional information at the meeting. Staff would recommend that the proposed carriage house be constructed no more than 10 feet from the rear property so as to be located a similar distance from the rear property line as required by the Commission for a recently constructed (2016) carriage house at 1716 Woodland Avenue. The Commission has typically allowed no more than a 10-foot setback from the rear property line.

Staff notes the Commission and the applicant may want to consider constructing the carriage house in the rear yard of 1706 Woodland Avenue to reduce visibility of the carriage house from Woodland Avenue. Staff additionally notes that the project as proposed on the combined total 8,712 square feet of both properties would represent approximately 40% impervious area. If the project is reviewed as two separate projects on two separate properties, the carriage house and driveway area on 1708 Woodland Avenue (4,356 square feet) would represent approximately 18% impervious area and the dwelling and paved area in the rear yard on 1706 Woodland Avenue (4,356 square feet) would represent approximately 63% impervious area.

III. STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness subject to the following conditions:

1. Any replacement brick and mortar shall match the color, texture, composition, size and joint profile of the existing brick walls.
2. Any masonry work shall be completed in accordance with “Preservation Brief #2 – Repointing Mortar Joints in Historic Brick Buildings” as prepared by the U.S. Department of the Interior - National Park Service.
3. Any replacement windows shall be constructed of wood with no metal or vinyl cladding and shall have a 2-over-2 pattern as reviewed and approved by the Planning and Urban Design Administrator.
4. Any replacement doors shall be wood with a minimum of a half lite window and may be new or salvaged with review and approval by the Planning and Urban Design Administrator.
5. Substantial compliance with the submitted drawings for the reconstruction of the front porch.
6. Existing wood siding, soffit, fascia, and corbels shall be retained to the extent possible. Any replacement materials shall consist of wood and match the style and orientation of the existing material.
7. Provision of half round gutters and round downspouts.
8. Any metal fence shall include top and bottom rails and the use of pickets extending above the top rail.
9. The brick walk shall be laid in a herringbone pattern.
10. Staff will seek additional information from the applicant regarding the proposed retaining wall and window well as well as input from the Commission at the meeting.
11. The carriage house shall setback no more than 10 feet from the rear property line.
12. Compliance with the Building Code with issuance of all necessary permits by the City’s Permit and Development Center.



DES MOINES CITYWIDE HISTORIC PRESERVATION PLAN

PUBLIC HEARING DRAFT 07.14.2023



LAND ACKNOWLEDGEMENT

Statement

The City of Des Moines acknowledges that it is built on ground where indigenous peoples have settled for thousands of years and knows that it continues to be a home for Native people. Historically, central Iowa was the homeland for the loway or Baxoje nation. The City traces its own founding to Fort Des Moines, built in 1843 to serve as an agency for the Sauk and Meskwaki (or Sac and Fox) nations. Under the Treaty of 1842, they were required to move to this area from east-central Iowa, until 1845 when they were relocated to Kansas and Nebraska. This removal enabled the founding of the state of Iowa and Polk County, with the town of Fort Des Moines as its seat. Today, around 3,000 Native people live in Polk County. Understanding the historical and current experiences of Native people and their nations is important to the City's historic preservation program and advances our commitment to promoting equity.

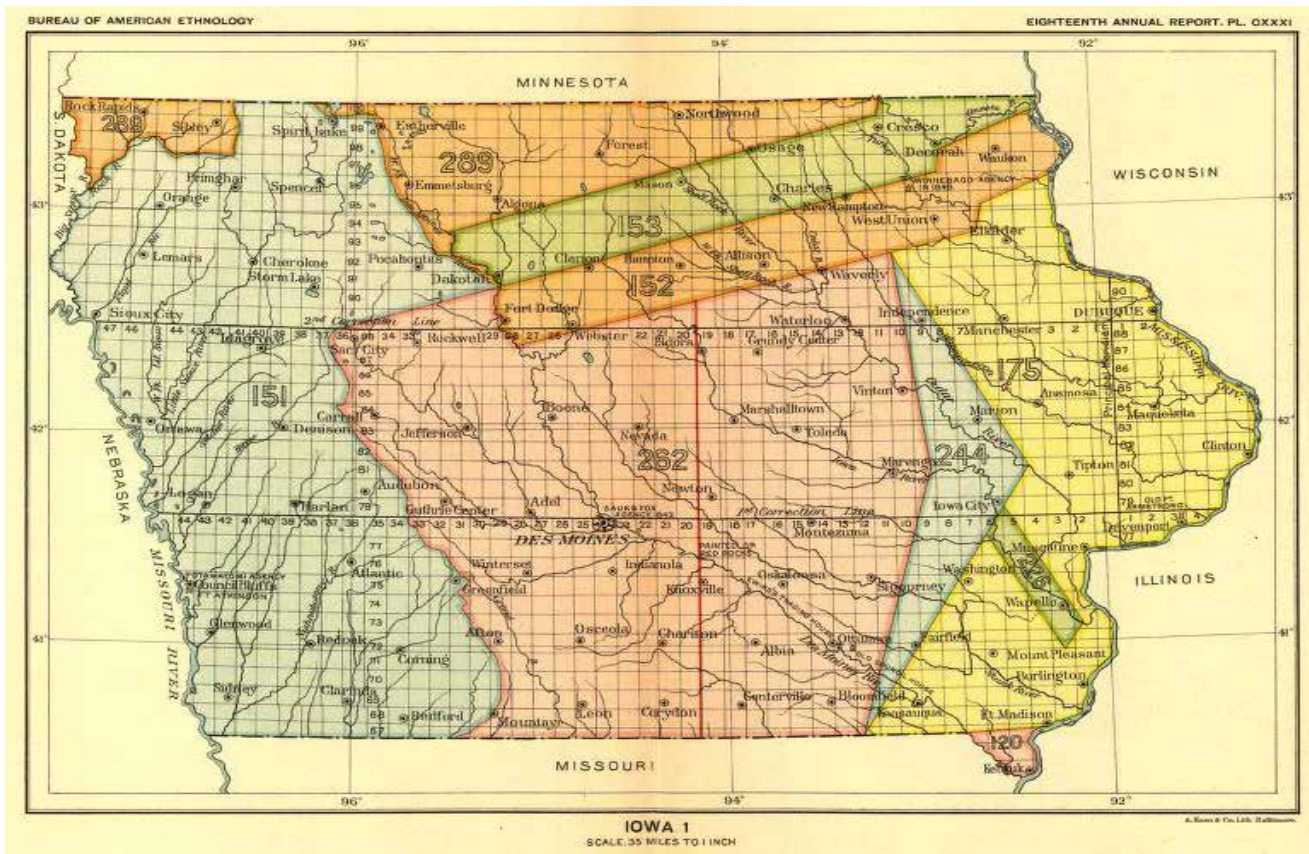


Figure 1. A map of Native land cessions and treaties in Iowa. Number 262 represents the Treaty of 1842, the red line divides the eastern portion (vacated in 1842) from the western portion (vacated in 1845). (Source: *A Century of Lawmaking for a New Nation, The Library of Congress*)

Cover Photo. *Shattering Silence Sculpture*, designed by James Ellwanger to represent the tradition in Iowa's courts of ensuring the rights and liberties of all people of the State. The story of Ralph, a Missouri slave hoping to buy his freedom in Iowa, and eventually granted that freedom by Iowa's Territorial Supreme Court, is engraved at the base of the sculpture. (Source: Stacey Hanley)

Historical Overview

The Des Moines River, and from its name Fort Des Moines and the current City of Des Moines, is named after a historic indigenous nation called Moingoana by the French explorers who met them along the river. The river's name, called the Riviere des Moingonas in French, eventually became known as the River des Moines by the Americans. Thus, the City is named after a Native nation.

One of the first permanent settlements in and around where Des Moines is today was (or is) located under the current water treatment plant along the Des Moines River. At the "Palace" site, indigenous peoples established housing structures around 7,000 years ago. From that time on, people settled along the river in increasing numbers. While it is difficult to identify specific cultural descendants of archaeological societies, these people and others who followed them made pottery, lived in sometimes fortified villages and towns, practiced agriculture, and had wide-spanning trade networks.

During a time period around 1500, people from the Oneota archaeological society formed several historic nations, including the Ioway. The Ioway were sovereign over all of central Iowa until about 1820. Starting in 1825, however, in treaties with the United States, they were first designated co-owners of the land with the Sac and Fox and then written out of their ownership. Instead, the Sauk and Meskwaki were designated sovereign over these lands. Those two nations had arrived from the east during the 18th century, initially seeking refuge from the French.

In 1842, the United States insisted that the Sauk and Meskwaki sell all their remaining lands – which amounted to central Iowa – to the federal government, in exchange for their debts to traders and an unspecified future land holding further west. Because they were dependent on American trade goods, the nations could no longer refuse or resist. According to the treaty, they had to immediately remove from the eastern half of their lands to the area around Des Moines, and then remove from Iowa in 1845. Fort Des Moines was built to administer and control this transition. After this removal, the State of Iowa could be founded in 1846, and the Town of Fort Des Moines developed into the modern City of Des Moines.

The nations who were forced to leave their homelands in central Iowa were then further relocated in the later 1800s. Today, the Ioway have sovereign lands on two reservations, one on the Kansas-Nebraska border and one in Oklahoma. This is also where the Sauk and Meskwaki (or Sac and Fox) have reservations, in addition to the Meskwaki Settlement in central Iowa. In that case, the state of Iowa actively supported some Meskwaki in re-settling here in the 1850s and 1860s. Despite the treaties leading to removal, some Native people always stayed behind and continued to live on their homelands. While the Ioway have no reservation lands in the state named after them, the Meskwaki, the Winnebago (Ho-Chunk), the Omaha, and the Ponca do.

Statement written by Sebastian Braun, Director of American Studies, Director of Graduate Education (Anthropology), and Associate Professor of Anthropology, at Iowa State University

REFLECTDSM PROJECT ACKNOWLEDGEMENTS

The creation of this Plan would not be possible without the assistance of many groups and community members in the City of Des Moines and across the State.

Advisory Committee

Abbey Gilroy
Ben Jung
Breann Bye
Connie Boesen, At Large Councilmember
T.M. Franklin Cownie, Mayor
Jack Daugherty
Jacqueline Thompson
Jennifer James
Johnny Alcivar
Madison DeShay-Duncan
Manisha Paudel
Martha Green
Ryan Arnold
Teree Caldwell-Johnson
Tim Rypma
Tim Waddell
Will Page

Outreach Coordinator Cohort

Tomas Bueso
Grace Gaye
DeMarco Lowery
Adna Modhamud
Ti Mo
Sekou Mtayari
Tae'shaun Presswood
Elijah Williams

Des Moines Historic Preservation Commission

Ann Schmid, At Large
Breann Bye, River Bend
Evan Herlocker, River Bend
Evan Shaw, At Large
Martha Green, Sherman Hill
Mike Hildebrand, At Large
Patricia Barry, Owl's Head
Scotney Fenton, At Large
Tiffany Allison, At Large
York Taenzer, Sherman Hill

Des Moines City Council

T.M. Franklin Cownie, Mayor
Carl Voss, At Large
Connie Boesen, At Large
Indra Sheumaker, Ward I
Linda Westergaard, Ward II
Josh Mandelbaum, Ward III
Joe Gatto, Ward IV



KENDIG KEAST
COLLABORATIVE

REFLECTDSM PROJECT ACKNOWLEDGEMENTS, CONT.

City of Des Moines Development Services Staff

Jason Van Essen, Planning & Urban Design Administrator

Stacey Hanley, Urban Designer

Anuprit Minhas, Senior Planner

Kyle Larson, Senior Planner

Jacob Couppee, Planner

Consultant Team

Marcia Boyle, AICP, Kendig Keast Collaborative

Susan West Montgomery

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CHAPTER 1

INTRODUCTION

ReflectDSM: Honoring All Des Moines Histories offers a new way of thinking about and advancing the City's historic preservation program.

This Plan takes an expansive view of what the community values and an inclusive approach to decision making. It asserts that historic preservation is not just about buildings, but is truly about people and the places where they live, work, and play. It is about the tangible and intangible historic and cultural resources that make the lives of community members easier, healthier, more fun, and more vibrant. Residents interviewed as part of the planning process expressed what they love about their city – its diverse population, distinctive

neighborhoods, expansive parks system, iconic riverfront, and the cultural vibrancy that spawns numerous festivals, community gatherings, and public artworks. One resident of the McKinley School/Columbus Park neighborhood noted, historic preservation:

“Makes me think about what was meaningful to me growing up, the places you knew were unique to your town were always the places you appreciated ... The things you love to tell people about in a community the locally owned things ... I think it's a lot cooler to go to a restaurant that's been there for 50 years than one I can go to in any city.”



Figure 1. Ashby Manor National Historic District (Source: Stacey Hanley)

Chapter Cover Photo. Polk County Historic Courthouse (Source: Kendig Keast Collaborative)

ReflectDSM honors these community insights and many more. It establishes a set of ambitious goals, concrete actions, and a collaborative framework to realize the vision of a Des Moines historic preservation program that values and respects the intangible heritage and tangible places, and that reflects all its histories to create a vibrant and sustainable community where everyone belongs. It revisits, revises, and, in some cases, reimagines the regulatory and administrative functions of the City's historic preservation program administered by its Development Services Department staff. At its core, *ReflectDSM* encourages and accommodates public participation in the process to save and steward the buildings, places, uses, and intangible assets they care about most. It recognizes that to be successful it must use approaches that are specific, incremental, and consistent.

The Plan also responds to and advances *PlanDSM*, adopted by the City in 2016. *PlanDSM* envisions a vibrant, healthy, walkable community. It envisions a place that offers a diversity of housing choices, a resilient economy, protects natural resources, and provides vibrant and creative culture and recreational environments that support residents from all ages and all global heritages. It established a series of goals and policies related to historic preservation, as described in Chapter 3, including to develop an updated historic preservation plan.



Figure 2. Flower planting joint event with Sherman Hill and Oakridge neighborhoods. (Source: Rob McCammon)

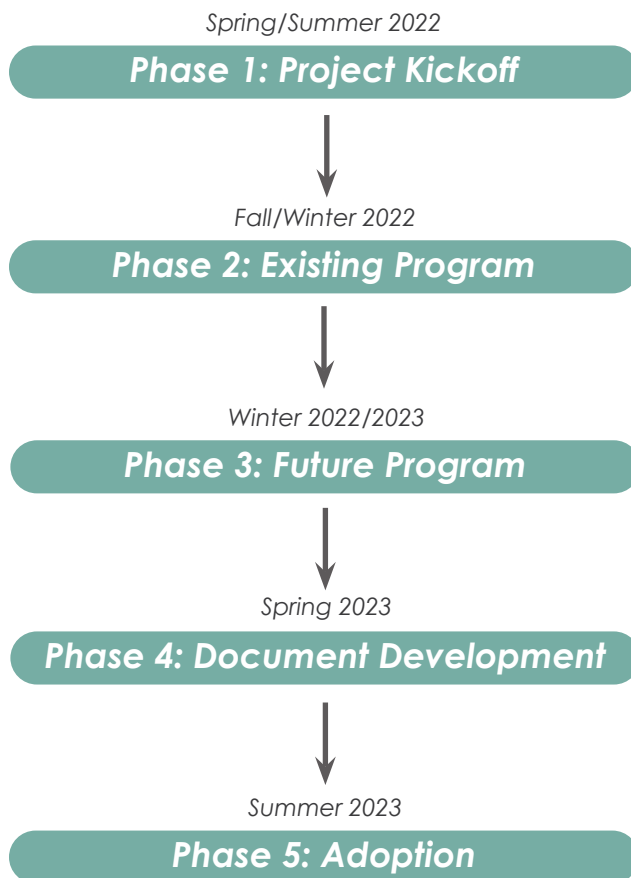


Figure 3. Tree canopy in the River Bend Neighborhood (Source: KKC)



Figure 4. (Source: City of Des Moines, Communications Office)

Project Timeline



PLAN DEVELOPMENT PROCESS

ReflectDSM began in spring of 2022 and kicked off with an information-gathering period. The consultant team worked with City staff to identify key stakeholders and devise an engagement plan that involved as many community members as possible. As part of this strategy, two key groups emerged – the Advisory Committee and the Outreach Coordinator Cohort.

Advisory Committee (AC)

Advisory Committee members included:

- The Mayor
- Council members
- Historic Preservation Commissioners
- Drake University Representatives
- Design Professionals
- Historians
- Neighborhood Representatives

The Advisory Committee met at each key stage of the project to hear updates from the consultant team and staff, review key deliverables, and provide feedback on these deliverables.

Outreach Coordinator Cohort (OCC)

Recognizing that traditional forms of outreach often do not reach a representative sampling of a community and do not further the equity and inclusion goals of the City, the Outreach Coordinator Cohort (OCC) was developed as a second key group in this process. In the fall of 2022, an informational meeting was held with a series of community members to explain the purpose of this group and to gauge interest. Ultimately, eight individuals – a mix of high school students and community members – committed to being OCC participants.

With the group established, a training meeting was held with the OCC, consultant team, and staff members in late fall 2022.

While framed as a "training", this meeting was an opportunity to discuss the project and the objectives of the OCC as a key part of the community engagement strategy.

From late fall 2022 to early 2023, each OCC member conducted a series of interviews, averaging at approximately 10 per member. During these interviews, OCC members sat down with individuals or small groups in their community to discuss the City's historic preservation program. A series of questions helped guide the OCC's conversations with community members, and they reported results (anonymously) through a survey tool. Questions were similar to those asked during the fall community-wide public survey and asked people to reflect on what is important in Des Moines; impressions of the existing historic preservation program; tangible and intangible resources that have been lost or almost lost; ideas and ways to celebrate tangible and intangible resources in the community; and a vision for historic preservation in Des Moines.

Upon completion of the interviews, a debrief meeting was held with the project team and OCC to hear more about the interviews, both regarding the information collected and the success of the interview method.

Following interview completion, OCC members continued to participate in the project by reviewing draft Plan documents to ensure feedback from the interviews was adequately represented and addressed.

Joint meetings with the AC and OCC were held in April 2023 and June 2023 for the two groups to meet and share feedback received over the course of the Plan process and to review draft recommendations and the final Plan document.



Figure 5. Plan Advisory Committee members attend the first meeting held in June 2022. (Source: KKC)



Figure 6. Plan Advisory Committee members and Outreach Coordinator Cohort members attend the first joint meeting held in April 2023. (Source: Stacey Hanley)



Figure 7. Plan Advisory Committee members and Outreach Coordinator Cohort members attend the final joint meeting held in June 2023. (Source: Stacey Hanley)

Public Engagement

A number of community meetings, engagement opportunities, and meetings with City leadership were held throughout the project process, as seen in the timeline below.

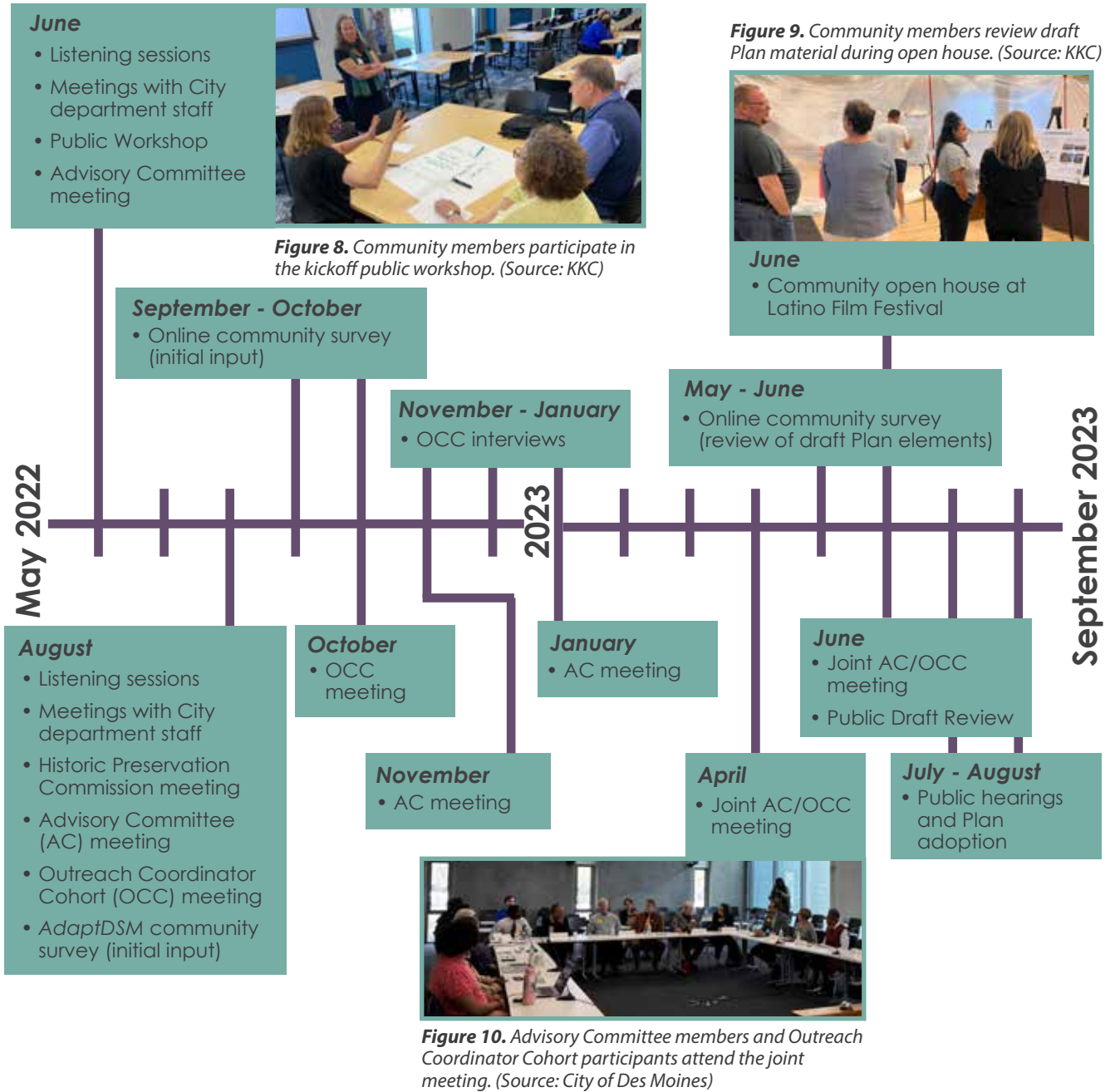




Figure 11. In all public outreach events and opportunities throughout the project, community members were asked, "What historic resources – tangible or intangible – should the City of Des Moines be working to preserve, re-use, or take care of?" The WordCloud above represents the most common answers provided.

"We should do more to make sure these resources are widely publicized and available."

"Ensure that building design for new construction fits in with the historic character."

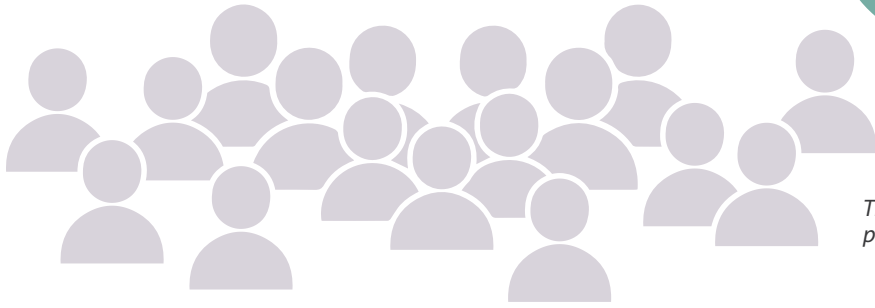
"Preserving peoples lives should be the most important aspect in any preservation program, not property."

"It's a start, but needs to be greatly expanded. Once history is lost, it is almost impossible to be found again."

"Please pay homage to the past, where the city has come from and the vision for the future by educating current and future residents."

"Invest rather than tear down."

"We are the most diverse City in Iowa and I think we should preserve that diversity and encourage it."



The quotes above are taken directly from the public input conducted throughout the project.

What places, stories, events, etc. have been lost, almost lost, or not appreciated?

As noted in the Word Cloud on the previous page, a range of answers were provided for this question. This map illustrates some of the commonly provided answers and their location in the City, but is by no means a comprehensive list.

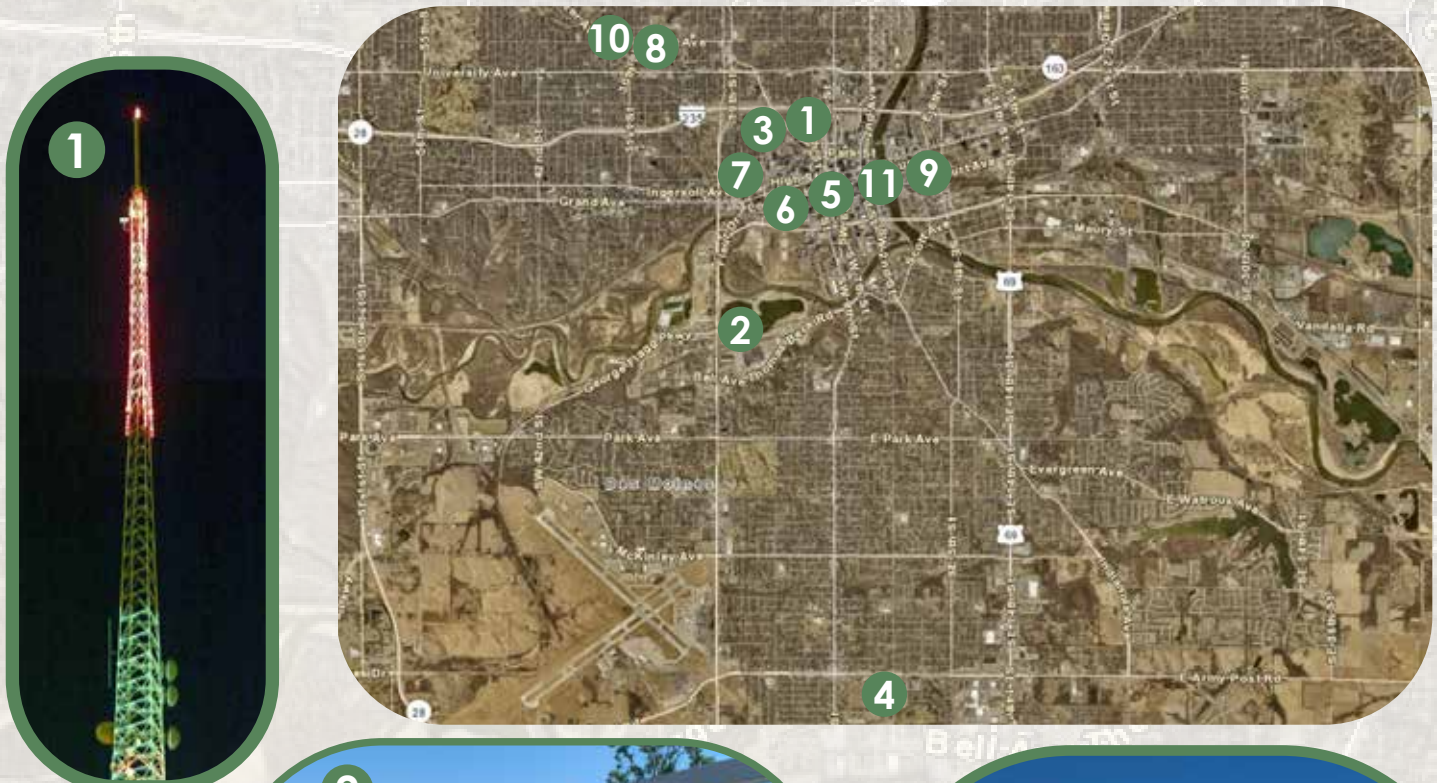


Figure 12. Weather Beacon (Source: Des Moines Register)



Figure 13. Gray's Lake Park (Source: KKC)



Figure 15. Fort Des Moines (Source: Architect Magazine)



Figure 14. Crescent School of Beauty Culture on Center Street, 1940s (Source: African American Museum of IA)



Figure 16. The active riverfront. (Source: Ann Schmid)



Figure 21. Forest Avenue Library (Source: Des Moines Forest Avenue Library)



Figure 22. Downtown bridges, including the Women of Achievement Bridge (Source: Stacey Hanley)



Figure 20. Capitol East (Source: Stacey Hanley)



Figure 19. Evelyn K. Davis Park (Source: Des Moines Register)



Figure 17. World Food and Music Festival (Source: Greater Des Moines Partnership)



Figure 18. Hoyt Sherman Place (Source: Travel Iowa)

VISION FOR PRESERVATION IN DES MOINES

In Des Moines, historic preservation has the potential of playing a crucial and leading role in addressing contemporary social, economic, and material challenges. This includes systemic inequities and exclusion, lack of affordable housing, homogenized development, the decommissioning of historic schools, churches, fire stations and other community assets, and the loss of cultural and intangible heritage.

It envisions that:

Des Moines values and respects the intangible heritage and the tangible places that reflect all its histories to create a vibrant and sustainable community where everyone belongs.

In addition to the vision statement describing the future of the City's historic preservation program, the mission statement describes how to achieve this vision:

The Des Moines historic preservation program identifies and protects the cultural and historic resources that define and enliven the city, while deliberately advancing equity. It partners with community members, organizations, and other stakeholders. Through regular and effective engagement strategies, it makes its preservation approaches – regulations, tools, technical assistance, and funding – comprehensible, accessible, and beneficial to all.

The Plan also establishes three goals for the City's historic preservation program. These goals advance the programs and define its work plan for the next 10-20 years.

Goal 1

Equitable and Inclusive

Goal 2

Community-Centered

Goal 3

Strategically Integrated

GOAL 1: EQUITABLE AND INCLUSIVE

Create an equitable and inclusive preservation program that recognizes and protects all histories and cultures of Des Moines.

This will be achieved by addressing past inequities and exclusion in historic preservation tools; by recognizing both the intangible and tangible resources that reflect Des Moines history and culture; and by reducing or mitigating any barriers to full public participation in the program's process and its benefits.

GOAL 2: COMMUNITY-CENTERED

Fully engage with, listen to, and implement the input of the residents of Des Moines in preservation planning and decision-making. Equip and empower them to save the tangible places and intangible heritage they value most.

This will be achieved through effective community engagement processes; fostering relationships; by making the process more efficient and accessible; by listening to the community and incorporating their feedback; involving community members in survey, documentation, and stewardship; and by providing tools, technical assistance, and funding.

GOAL 3: STRATEGICALLY INTEGRATED

Integrate historic preservation approaches and values, especially those that advance equity and inclusion, into corresponding community revitalization initiatives to drive better outcomes.

This will be achieved through collaboration with a broad range of stakeholders that results in strategic approaches to leverage efforts, investments, tools, and technical assistance for maximum impact.



Figure 23. Jazz in July 2022 (Source: Robert Warren)



Figure 24. Flower planting joint event with Sherman Hill and Oakridge neighborhoods. (Source: Rob McCammon)



Figure 25. Des Moines City Hall (Source: KKC)

EQUITY IN PRESERVATION

The City of Des Moines defines equity as "A social condition which deliberately creates choices, access, and opportunities for all people to fulfill their basic needs, advance their well-being, and achieve their full potential." *ReflectDSM's* equity statement commits the historic preservation program to a set of consequential actions to advance equity and inclusion in the City. This statement is informed, in part, by an equity audit conducted as part of the planning process. The audit assessed a select set of preservation related activities to determine if they were inherently biased, inequitable, or exclusionary.

The audit found:

1. Currently, the City is not recognizing and protecting resources that fully represent the City's history and culture. The City has not been effective in preserving intangible heritage.
2. The City has not applied historic preservation protections and related incentives evenly across the city. This creates a perception that the City is biased towards certain areas and types of resources.
3. For many residents, the preservation program's regulations and processes are difficult to understand and navigate.
4. Newer programs, developed with intentionality, are proving to be more accessible and equitable.

Des Moines Historic Preservation Program Equity Statement

acknowledge

The Development Services Department acknowledges that the City of Des Moines' historic preservation program has not extended the benefits of historic preservation in a manner that values and protects the full range of tangible places and intangible heritage that reflect all the city's histories. It recognizes that, until recently, its protections, incentives, and investments have primarily served those residents and commercial and institutional interests that have the resources, time, and competency to know about and navigate its programs and processes.

reform

The Development Services Department commits to reforming its policies, programs, and practices to be fully understandable and accessible to all residents; to be more inclusively applied across diverse resource types and communities; and to proactively engage residents in research, planning, and decision-making. It will create a program that deliberately creates choices, access, and opportunities for all people.

operationalize

With the adoption of the *ReflectDSM* Historic Preservation Plan, the Department will institutionalize these reforms through a series of strategic actions that are equitable and inclusive, community-centered, and are committed to collaborative approaches that bring the benefits of historic preservation to all residents.

ACTION PLAN

With ongoing community input and the goals of the Plan established, a series of recommended actions was developed to illustrate ways in which those goals can be achieved. Some actions work towards accomplishing all three of the goals, while others are specific to one goal. Nothing will be accomplished overnight; therefore, all actions are designed to be specific, incremental, and consistent.

The following pages include each of the three goals and the action statements that work toward accomplishing those goals. Since some actions contribute to more than one goal, there will be repetition of actions in the following lists. For the full set of recommended actions and subactions to enhance the City's existing historic preservation program, including details on timing and groups involved in implementation, refer to Chapter 4.

GOAL 1: EQUITABLE AND INCLUSIVE

Create an equitable and inclusive preservation program that recognizes and protects all histories and cultures of Des Moines.

- | | |
|---|--|
| <i>N1. Operationalize the equity and inclusion statement.</i> | <i>M1. Partner with community stakeholders to create a web-based tool for community members to provide historical or cultural information about places, events, and other community features that are important to their experience of and relationship with the city.</i> |
| <i>N2. Recommit to the survey and research of potential resources throughout Des Moines with the goal of creating a community-led process that highlights stories of underrepresented community groups and less-traditional historic resources.</i> | <i>M3. Explore the use of new and expanded tools to protect resources of community interest.</i> |
| <i>N3. Improve the functionality of the City's preservation program tools and processes.</i> | <i>M4. Identify and expand the funding opportunities for historic preservation programs and designations, as well as intangible resources.</i> |
| <i>N4. Enhance the existing Historic Preservation Commission to better reflect and learn from the community.</i> | <i>M5. Highlight the role of historic preservation in promoting missing middle housing in the city's established neighborhoods.</i> |
| <i>N6. Update existing components of the City's website and consider creating new components to more accurately reflect historic preservation-related information.</i> | <i>M6. Enhance connections with community partners and organizations to support the historic preservation program.</i> |
| <i>N7. Develop an educational strategy and public information campaign accessible to all that informs the community about the historic preservation program.</i> | <i>L1. Develop and host a range of outreach programs to increase community awareness of the historic preservation program, provide technical assistance, and enhance partnerships.</i> |
| <i>N8. Increase collaboration with other City departments and programs to ensure work supports the historic preservation program.</i> | |

Key: N = Near-Term Actions (0-5 years); M = Mid-Term Actions (5-10 years); L = Long-Term Actions (10+ years)

GOAL 2: COMMUNITY-CENTERED

Fully engage with, listen to, and implement the input of the residents of Des Moines in preservation planning and decision-making. Equip and empower them to save the tangible places and intangible heritage they value most.

- N2. Recommit to the survey and research of potential resources throughout Des Moines with the goal of creating a community-led process that highlights stories of underrepresented community groups and less-traditional historic resources.*
- N4. Enhance the existing Historic Preservation Commission to better reflect and learn from the community.*
- N6. Update existing components of the City's website and consider creating new components to more accurately reflect historic preservation-related information.*
- N7. Develop an educational strategy and public information campaign accessible to all that informs the community about the historic preservation program.*
- M1. Partner with community stakeholders to create a web-based tool for community members to provide historical or cultural information about places, events, and other community features that are important to their experience of and relationship with the city.*
- M2. Maintain a set of Certificate of Appropriateness informational tools to ensure consistent application review and inform potential applicants of the expectations for approval.*
- M3. Explore the use of new and expanded tools to protect resources of community interest.*
- M4. Identify and expand the funding opportunities for historic preservation programs and designations, as well as intangible resources.*
- M5. Highlight the role of historic preservation in promoting missing middle housing in the city's established neighborhoods.*
- M6. Enhance connections with community partners and organizations to support the historic preservation program.*
- M7. Develop and utilize a robust social media campaign to highlight the work of the historic preservation program.*
- L1. Develop and host a range of outreach programs to increase community awareness of the historic preservation program, provide technical assistance, and enhance partnerships.*
- L2. Explore partnerships with area educational institutions to identify opportunities to support and advance the City's historic preservation program.*

Key: N = Near-Term Actions (0-5 years); M = Mid-Term Actions (5-10 years); L = Long-Term Actions (10+ years)

GOAL 3: STRATEGICALLY INTEGRATED

Integrate historic preservation approaches and values, especially those that advance equity and inclusion, into corresponding community revitalization initiatives to drive better outcomes.

- N3. Improve the functionality of the City's preservation tools and processes.*
- N4. Enhance the existing Historic Preservation Commission to better reflect and learn from the community.*
- N5. Enhance the training process for Historic Preservation Commission members.*
- N7. Develop an educational strategy and public information campaign accessible to all that informs the community about the historic preservation program.*
- N8. Increase collaboration with other City departments and programs to ensure work supports the historic preservation program.*
- M1. Partner with community stakeholders to create a web-based tool for community members to provide historical or cultural information about places, events, and other community features that are important to their experience of and relationship with the city.*
- M2. Maintain a set of Certificate of Appropriateness informational tools to ensure consistent application review and inform potential applicants of the expectations for approval.*
- M3. Explore the use of new and expanded tools to protect resources of community interest.*
- M4. Identify and expand the funding opportunities for historic preservation programs and designations, as well as intangible resources.*
- M7. Develop and utilize a robust social media campaign to highlight the work of the historic preservation program.*

Key: N = Near-Term Actions (0-5 years); M = Mid-Term Actions (5-10 years); L = Long-Term Actions (10+ years)

HOW THE PLAN IS USED

Through a series of recommended actions, *ReflectDSM* alters and amends several current programs, policies, and practices. Specifically, it calls for reducing and/or mitigating barriers – financial and otherwise – to public access to preservation programs. It commits time and resources to public information that can make more understandable the role and purposes of historic preservation and to letting all citizens know how they might benefit. It proposes directly engaging citizens in survey work to identify and protect resources, tangible and intangible, that represent the complete history of Des Moines, and involving them in decision-making. Ultimately, it intends to be more strategic in putting City, State, and Federal programs to work saving and rehabilitating historic resources in communities that have not traditionally benefited from historic preservation interventions and incentives. These aspirations can be seen in all three of the Plan's goals and in the action items to achieve them.

PLAN STRUCTURE

The Plan chapters that follow offer the following:

Chapter 2: Putting Preservation to Work in Des Moines

Chapter 2 describes the range of benefits historic preservation programs bring to a community, as well as the partners involved in the implementation of a historic preservation plan.

Chapter 3: The Status of Preservation in Des Moines

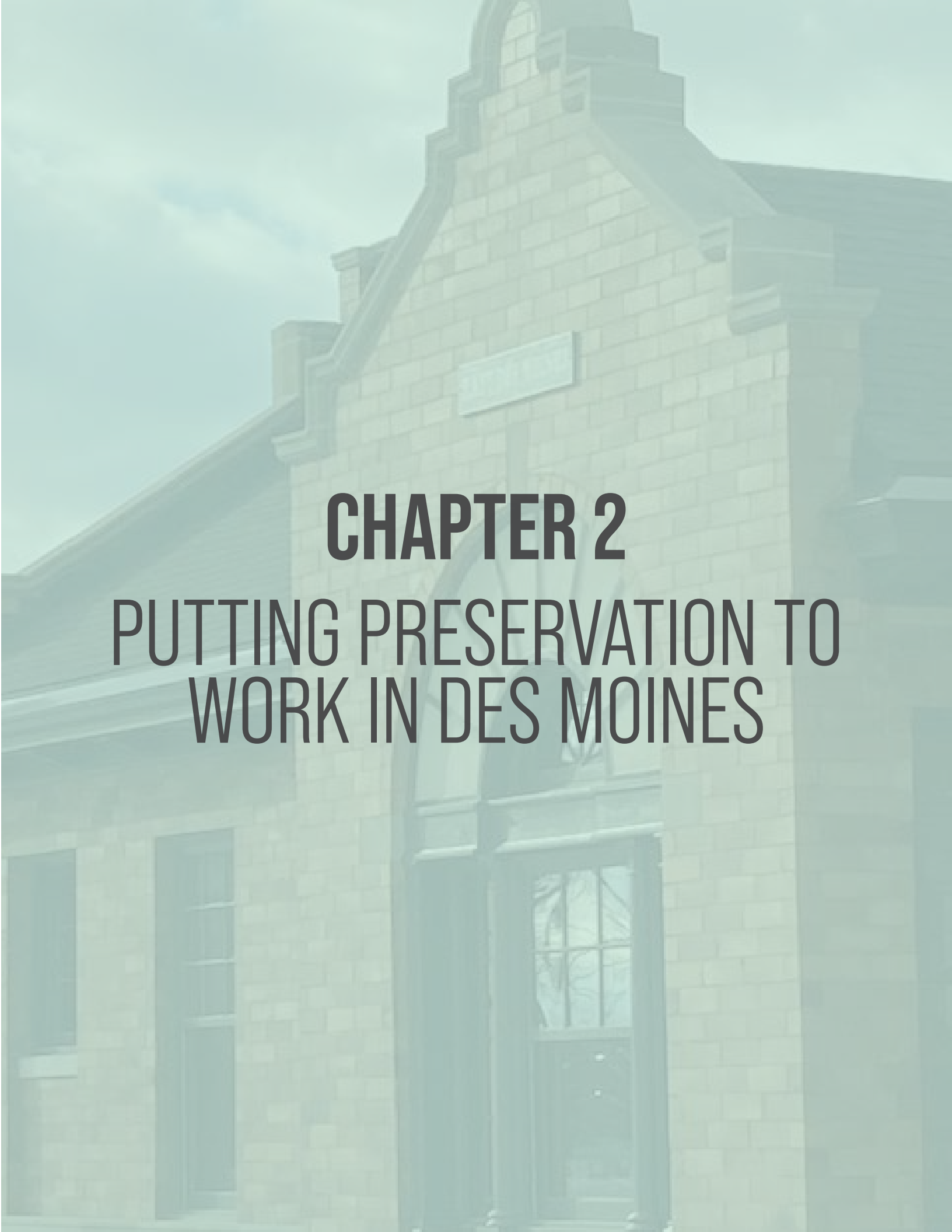
This chapter presents a brief history of Des Moines' historic preservation program before diving into the details of the program as it exists today. The information is divided into a series of topics – Program Administration; Information and Accessibility; Tools, Incentives, and Supporting Programs; and Education, Awareness, and Partners. Each section includes a description of the elements that are currently in operation, links to relevant program details, and identifies areas for improvement.

Chapter 4: The Future of Preservation in Des Moines

Chapter 4 presents the key recommendations to guide the historic preservation program over the next 10-20 years. Following the Vision, Mission, and three Goals, the actions are presented by priority timing, organized into near-term, mid-term, and long-term. Each action includes one or more subactions, notes on which goal(s) the action works towards, the lead agency and partner agencies crucial to implementing the action, and any related actions.

Chapter 5: Appendices

The Appendices include documents used throughout the Plan process, reference materials, and an Excel version of the recommended actions for staff to use during implementation.



CHAPTER 2
**PUTTING PRESERVATION TO
WORK IN DES MOINES**



Figure 1. "Adventures in Architecture" Summer Camp tour of the Capitol, Iowa Architectural Foundation (Source: Stacey Hanley)



Figure 2. World Food Prize Gardens (Source: Stacey Hanley)

DEFINING PRESERVATION, DEMOCRATIZING PRESERVATION

The term "historic preservation" is variously applied to a range of actions that save a building, landscape, artifact, cultural practice, or event from being erased. It can mean the physical act of repairing or restoring a house by fixing its masonry foundation or putting on a new roof. It can mean researching the historic development of a neighborhood, cataloging the attributes that make it special, and enacting laws that prevent substantial changes to its physical character. And, it can also mean documenting through oral histories, writings, and photographs the history of a particular place or event. In almost all these cases, historic preservation is motivated by the desire to ensure that a beloved tangible thing or intangible story, event, or practice continues to be part of the community – used, enjoyed, remembered, learned from.

Historic preservation as a function of government began in the early part of the twentieth century as a way to regulate, incentivize, and encourage the maintenance, restoration, and reuse of historic resources. Government policies and programs took many forms, but nearly all served to address the preservation of tangible resources that could be assessed for their architectural integrity, historic associations, and significant cultural and/or economic value. Those resources found to possess integrity and value – usually by professionals working on behalf of government or large property owners or developers -- were then listed on national

Chapter Cover Photo. Des Moines Heritage Trust Building (Source: Tim Waddell, Des Moines Heritage Trust)

and local registers and afforded various levels of protection and investment. Unfortunately, until recently, only a narrow subset of tangible resources, almost exclusively associated with majority male history were protected in this manner. Many others were never recognized as having value and were lost to large scale development, demolition, or neglect.

Now, cities like Des Moines are taking a more expansive and inclusive view of what gets preserved as part of its historic preservation program. They are beginning to amend and expand the regulatory programs and their standards and criteria, to include both tangible and intangible

resources, those that have high levels of integrity and those that do not, as well as sites, practices, and events representative of all histories, all cultures, and all experiences.

In this way, *ReflectDSM* represents an intentional shift toward a more democratic, inclusive, and equitable historic preservation program. It aspires to engage all residents in identifying, protecting, and stewarding what they value most. *ReflectDSM* defines historic preservation as a means to value and respect the intangible heritage and tangible places that reflect all its histories, in order to create a vibrant and sustainable community where everyone belongs.



Figure 3. Iowa Architectural Foundation Downtown Walking Tour (Source: Kenzie Johnson)

BENEFITS OF HISTORIC PRESERVATION

The benefits of historic preservation advance *ReflectDSM*'s three main goals: to be equitable and inclusive, community-centered, and strategically integrated into corresponding community revitalization initiatives to drive better outcomes.



**Connecting with the Past
and Telling All Our Stories**



**Beautiful, Healthy, and
Distinctive Civic Places**



**Quality of Construction,
Adaptability, and Sustainability**



**Economic Benefits
and Affordability**

Moving Clockwise, Figure 4. The Billikin Ballroom, Center Street, 1940s. (Source: Robert E. Patten Collection, State Historical Society of Iowa); **Figure 5.** On the John Pat Dorrian Trail looking west towards downtown. (Source: KKC) **Figure 6.** The northwest corner of E Grand Avenue and E 6th Street. (Source: KKC) **Figure 7.** The Lexington Apartments, a historic apartment building located at the intersection of Pleasant Street and 18th Street. Completed in 1908, this building was the city's first high rise apartment building. (Source: KKC)

CONNECTING WITH THE PAST AND TELLING ALL OUR STORIES

Des Moines' tangible and intangible resources connect residents to the city's past and make them feel part of its future. When residents see themselves and their experiences in the places and stories the City celebrates and protects, they are imbued with a sense of pride and belonging. Even newer residents recognize that a city that values and respects the full diversity of its history will be a more welcoming place. Importantly, historic preservation efforts can remedy past omissions and exclusions.

BEAUTIFUL, HEALTHY, AND DISTINCTIVE CIVIC PLACES

Throughout this planning process, Des Moines residents have expressed that they most value the city's diverse population, distinctive neighborhoods, expansive parks system, iconic riverfront, and the cultural vibrancy that spawns numerous festivals, community gatherings, and public artworks. Historic preservation protects the very community assets, accessible to all, that make it unique and distinctive. It serves as a bullwork against homogenized development. The preservation of Des Moines historic neighborhoods and parks ensures verdant, walkable, and healthy spaces where residents can come together for common activities and enjoyment.



Figure 8. Post Office Laying of Cornerstone, 1868 (Source: Des Moines Public Library Special Collections)



Figure 9. Sixth Avenue looking south from Locust Street, Des Moines Beautiful (Source: Des Moines Public Library Special Collections)



Figure 10. Old Main, Drake University Campus (Source: Drake University)



Figure 11. Located at the intersection of Mulberry Street and 9th Street, this building was once a historic fire station at risk for demolition. The City of Des Moines decommissioned this former fire department headquarters with the requirement that the new owner use historic tax credits to rehabilitate the property. After purchase in 2013, the building was renovated and has since housed classes, performances, and a restaurant.¹ The building was listed to the National Register of Historic Places in 2014 as the Des Moines Fire Department Headquarters: Fire Station No. 1 and Shop Building. (Source: KKC)

¹ This Restaurant in Iowa Used to Be a Firehouse and You'll Want to Visit. (April 2, 2018). <https://www.onlyinyourstate.com/iowa/des-moines-social-club-ia/>



Figure 12. Raccoon and 7th Street (Source: KKC)

QUALITY OF CONSTRUCTION, ADAPTABILITY, AND SUSTAINABILITY

In general, the quality of older building construction and craftsmanship was higher than it is today. Buildings could carry greater structural loads, are adaptable for a variety of purposes, and almost all contain well-designed finishes and highly durable materials. In addition, older buildings often possess energy efficiencies and passive heating and cooling systems that have been designed out of more modern climate-controlled buildings. Restoring historic buildings, a high form of recycling, reuses existing materials, requires less energy for manufacture and construction, and does not produce waste for already burdened landfills. Together, all these features make them more easily renovated for new uses, lessen their carbon footprint, and increase the likelihood of their sustained value.



Figure 13. Saddlery Building, 309 Court Avenue (Source: Stacey Hanley)

ECONOMIC BENEFITS AND AFFORDABILITY

The economic benefit of investing in historic properties is well-documented. Their restoration and reuse provide a return on investment in the form of direct costs, new job creation, and increased tax base, and their catalytic impacts are unmatched by most new construction. And, because preservation projects are generally more labor intensive and use locally-sourced building materials, more of the investment stays in the local economy. The restoration and reuse of historic buildings almost always creates flexible, distinctive, and more affordable spaces for new and existing owner-occupied businesses. They create a variety and vibrancy of uses that serve residents and attract others to the community. By their very nature, most of Des Moines' older and historic neighborhoods offer more affordable housing options. They are densely developed, have more modest scaled single-family housing, and a greater variety of multi-unit dwellings. Most have small commercial nodes and are accessible by public transportation. With proper protections and planning, these neighborhoods and variety of building types could be appropriately restored and still provide affordable housing options.

Economic Benefits of Historic Preservation

Numerous studies and reports have detailed the economic benefits of historic preservation and historic preservation programs in communities across the country. The links below offer a sampling of these resources.

Measuring Economic Impacts of Historic Preservation, A Report to the Advisory Council on Historic Preservation (2013)

<https://www.achp.gov/sites/default/files/guidance/2018-06/Economic%20Impacts%20v5-FINAL.pdf>

Getting Results: The Economic Impact of Main Street Iowa, 1986-2012

<https://www.iowaeda.com/userdocs/documents/ieda/MainStreetReportMay2013.pdf>

State, Local, and Regional Economic Benefit Studies, as provided by the Advisory Council on Historic Preservation

<https://www.achp.gov/initiatives/community-revitalization-economic-benefits/area-studies>

Economics and Historic Preservation: A Guide and Review of the Literature

https://www.brookings.edu/wp-content/uploads/2016/06/20050926_preservation.pdf

Preservation & Economics, National Trust for Historic Preservation - Preservation Leadership Forum

<https://forum.savingplaces.org/learn/fundamentals/economics>

PARTNERS IN PRESERVATION

Identifying, saving, and stewarding the places the community cares about is everyone's job and everyone in the city has a unique role to play. The homeowner who puts a new roof on their house. The maintenance staff that makes sure building systems are in good repair. The student who researches the civil rights legacy of a historic church. The craftsman who replicates decorative finishes. The business person who invests money in a project to return a vacant building to productive use. Each community member must determine their role(s) in the historic preservation program to work towards the development of a program that is equitable, inclusive, and works for the entirety of the community.





Residents

"I share my experiences and celebrate the places, events, and stories that are important to me."



Architects, designers, planners

"I use my expertise to preserve historic character and fabric. I make sure new construction honors and compliments the old."



Scholars, students, historians

"I study and document the history of the city and the cultural practices and events that make it unique. I make sure all our stories are being told."



Banks and developers

"I invest in historic buildings by putting them back in service to our community."



Business owners

"I locate my business in unique and historic places that bring vibrancy to the neighborhood."



Property owners

"I consider myself a steward of the buildings I own. I take care of them to honor their past and to be sure they are useful to the next generation."



Community advocates

"I use my voice and power to encourage planning and development that benefits my community and honors its history."



Organizations and institutions

"Whenever possible we locate our services in historic buildings to sustain and revitalize neighborhoods. We are good stewards of the places we own and operate. We undertake projects and programs that protect and honor our community's tangible and intangible heritage, and we often lead the implementation of Plans such as this."

City of Des Moines

While a community-wide effort is needed to implement this Plan, individual actions will be largely implemented by City staff, and specifically, the Development Services Department. The chart below identifies the City officials – elected and appointed – and departments involved in the historic preservation program. Short descriptions are provided for the City departments involved in historic preservation, but more detailed descriptions of the elected and appointed officials involved are included in Chapter 3.

City Council

Elected City Council members have the authority to adopt this Plan and play an important role in administering the historic preservation ordinance, which includes the designation of historic properties.

City Manager's Office

The City Manager's Office supports City Council and oversees the day-to-day business of the City. The Equity Office and Sustainability Office are located within the City Manager's Office and are tied to the work of making the preservation program more holistic in its approach.

Historic Preservation Commission (HPC)

- Reviews Certificate of Appropriateness applications
- Advocates for preservation
- Considers potential historic district designations

Landmark Review Board (LRB)

- Reviews nominations for local landmarks
- Reviews proposed alterations to existing local landmarks
- Composed of HPC members and members of the Urban Design Review Board

Plan and Zoning Commission (P&Z)

- Review nominations for local landmarks and districts

Development Services

- Oversees the historic preservation program and ordinance
- Works with HPC, LRB and P&Z
- Works with property owners of historic buildings and guides the Certificate of Appropriateness process

Engineering

- Maintains and rehabilitates infrastructure, some of which may be historically significant

Neighborhood Services

- Works with neighborhood associations
- Maintains funding sources that overlap with preservation and addresses property improvements and housing

Communications

- Distributes information to the community about the program
- Designs and implements website updates about historic preservation program

Parks and Recreation

- Maintains and rehabilitates historic park structures, which also include other historic resources and may be locations for events and festivals

Civil and Human Rights

- Advocates for an inclusive preservation program that recognizes all histories

Information Technology

- Designs and implements website with historic preservation program details

Library

- Offers community programming and resources for the historic preservation program

Legal

- Interprets the historic preservation ordinance when questions arise
- Provides legal opinions to the HPC as needed

Polk County

Polk County supports preservation in a variety of ways including the operation of the County Recorder and Assessor's Offices, which offer resources for historical research.

State of Iowa

Iowa's State Historic Preservation Office (SHPO) is part of the Iowa Department of Cultural Affairs. The SHPO operates a variety of programs including the Certified Local Government Program, a program that Des Moines participates in. The SHPO also offers resources for property owners and historic preservation programs, ranging from educational workshops and technical assistance to grants and other funding sources.

National

At a national level, numerous organizations and programs support historic preservation throughout the country. Historic preservation is operated by the National Park Service (NPS). As established by the National Historic Preservation Act of 1966, the National Register of Historic Places is the official list of the nation's places of national historic significance. Listing provides protection from harm caused by federal or state activity, but does not place restrictions on property owners at a local level. Designation also makes properties eligible for federal and state tax credits.

In addition to the National Park Service, the National Trust for Historic Preservation (NTHP) and the National Alliance of Preservation Commissions (NAPC) are important organizations that support preservation activity across the country.

Preservation Partners at the Local, State, and Federal Levels

To learn more about Polk County, visit:

<https://www.polkcountyiowa.gov/>

To learn more about the programs and resources offered by the SHPO, visit:

<https://iowaculture.gov/history/preservation>

To learn more about the National Register of Historic Places, as operated through the National Park Service, visit:

<https://www.nps.gov/subjects/nationalregister/index.htm>

To learn more about the National Trust for Historic Preservation's work, visit:

<https://savingplaces.org/>

To learn more about the National Alliance of Preservation Commissions, visit:

<https://www.napcommissions.org/>



Figure 14. Edna Griffin Building, originally the Flynn Building, constructed in 1885. A plaque is located on this building noting a staged sit-in at Katz Drug Store, the second primary building tenant, after Edna Griffin and others were denied ice cream due to their race. The protest led to the arrest of the manager, a conviction upheld by the Supreme Court. (Source: Jacob Coupee)

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213

HAWKEYE INSURANCE CO.
BUILT 1896
By Frederick Hubbard
& Clarence Agnew
National Register of Historic Places
Other Commercial Building in Des Moines
Historically Documented
and Managed By
244-1005
BRUCE W. GERLEMAN

CHAPTER 3

THE STATUS OF PRESERVATION IN DES MOINES



Figure 1. Fourth Street between Walnut Street and Court Ave., Downtown Des Moines. (Source: KKC)



Figure 2. River Bend Local Historic District (Source: Stacey Hanley)

The City of Des Moines has saved and stewarded a significant number of historic resources since the adoption of its preservation ordinance in 1981. Guided by the 1995 Community Preservation Plan, the City has made progress toward carrying out many of the purposes of the historic preservation ordinance. This chapter details the status of preservation in Des Moines, and shares preliminary findings on ways to improve the City's preservation programs.

In general, Des Moines has developed an effective regulatory framework that guides the designation of historic districts and landmarks. Its review processes, guidelines, and technical assistance support City staff and residents seeking to protect and restore historic buildings. The program has made strides to integrate preservation values and approaches into larger City planning processes. Regular consultation and communication have resulted in positive preservation outcomes for many City-owned, managed, and funded projects. While they do not necessarily target or prioritize historic buildings, programs like Improving Our Neighborhoods, Blitz on Blight, Neighborhood Commercial Revitalization, Blighted Properties Rehabilitation, and others recognize the revitalization potential of older and historic places.

Despite this, the scope and impact of the historic preservation program is still largely pre-occupied with relatively high-style, professionally designed buildings and

Chapter Cover Photo. 213 4th Street, the former Hawkeye Insurance Company. (Source: KKC)

landscapes that represent a rather narrow slice of Des Moines' historical development and cultural experience. It relies on traditional preservation surveys, criteria, and treatments that are unable to capture or serve intangible resources or buildings that might lack architectural integrity.

The City has been unable to develop effective and sustained education and outreach programs that could assist it to fully realize the ambitions of the ordinance. Most residents of Des Moines are simply unaware of the program and its purposes. They do not see themselves as having any role to play in naming what is to be preserved nor participating in protection and revitalization efforts. Residents who do interact with the program are often unprepared and ill-equipped to fully understand and benefit from it. Progress is also hampered by the lack of private and institutional partners who could be expected to take on some of the roles and responsibilities of the program including research, advocacy, education, and fundraising.

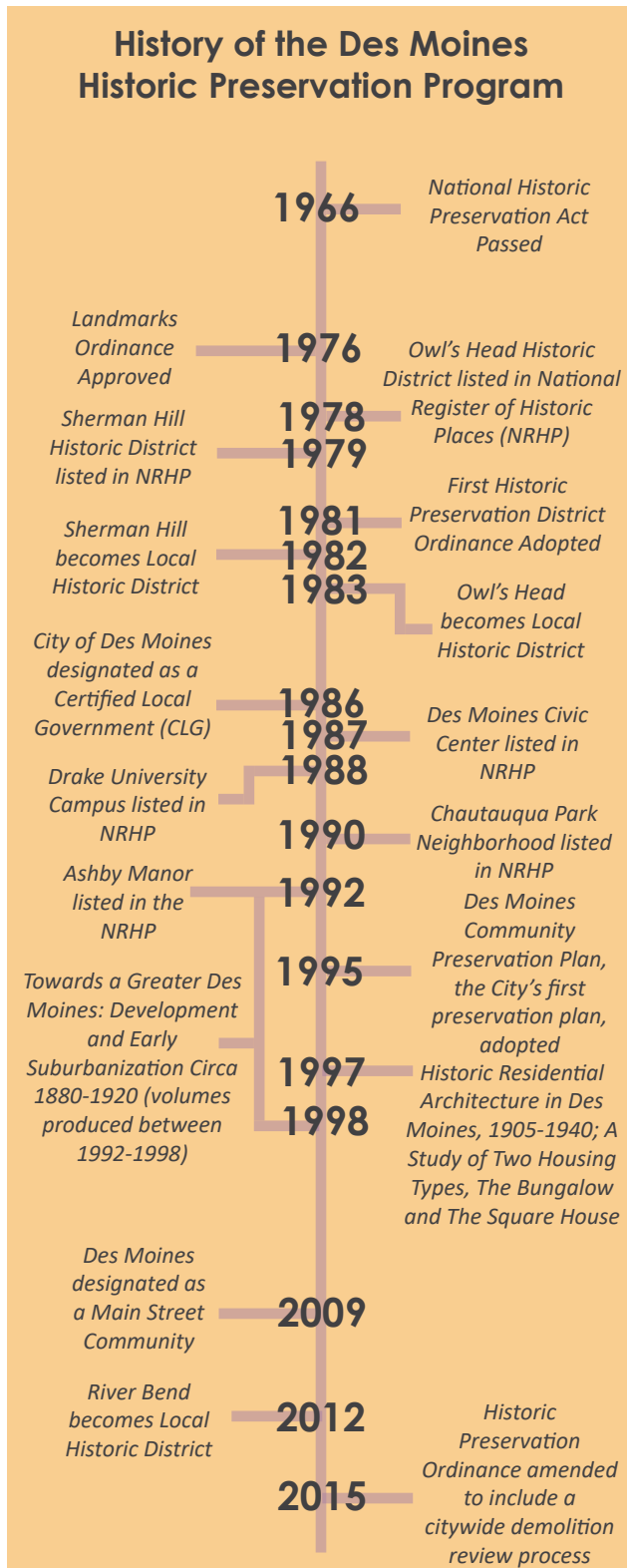
Capitalizing on the current strengths of the existing program, addressing its shortcomings, and planning for its role in a revitalized and thriving Des Moines is the central goal of this Plan.

Purposes of Des Moines' Historic Preservation Ordinance

1. Promote the educational, cultural, economic and general welfare of the public through the protection, enhancement and perpetuation of districts of historical and cultural significance;
2. Safeguard the heritage of the city by preserving districts in the city which reflect the elements of its cultural, social, economic, political, historical, aesthetic and architectural significance;
3. Stabilize and improve property values and the equity held by the citizens in their property;
4. Foster civic beauty and pride and enhance civic design;
5. Protect and enhance the city's attraction to tourists and visitors;
6. Strengthen the economy of the city;
7. Facilitate the rehabilitation and revitalization of certain older neighborhoods; and
8. Provide for a variety of living experiences within the city for both old and new residents.

PROGRAM ADMINISTRATION

History of the Des Moines Historic Preservation Program



Successful citywide historic preservation programs generally require an ongoing commitment from the City, dedicated staff time, and many volunteer hours. While the day-to-day functions of the Des Moines Historic Preservation Program are primarily administered by the Development Services Department staff, and more specifically the Planning and Urban Design Division, coordination between City offices and departments is necessary to ensure historic preservation is incorporated into citywide objectives and policies. In addition to staff and volunteer time, the administration of the program relies on the adoption and active use of a series of documents that establish and operate the historic preservation program. These are detailed below.

Chapter 58: Historical Preservation

Chapter 58 of Des Moines' Code of Ordinances establishes the historic preservation program. This ordinance does the following:

- Serves as the enabling authority for the historic preservation program;
- States the purposes of establishing and maintaining a historic preservation program;
- Provides the designation criteria of a historic district as well as the process to designate a historic district;
- Establishes the Historic Preservation Commission (HPC) including required composition, appointment procedures, and powers and duties of the HPC;
- Explains when a Certificate of Appropriateness (COA) is required and what groups have the authority to review applications and issue COAs;
- Authorizes the creation of a special Landmark Review Board (LRB) to consider the nomination and alteration of landmarks outside designated historic districts;

- Outlines how unnecessary hardship may be determined when applying for a COA; and
- Identifies requirements for review of proposed demolition of a historic building.

Local Historic Districts and Landmarks

Des Moines' historic preservation ordinance provides the authority and procedures to designate resources at the local level that are recognized as important to the history of Des Moines. Nominations for local designation are most often led by community members or neighborhoods, rather than by City staff or elected or appointed officials.

Historic resources can be individually designated as local landmarks or in a group as a local historic district (an area of historic significance) in order to provide protections from inappropriate alterations that would threaten the integrity of the resource(s). Once designated, local landmarks and historic districts qualify for state tax credits, but are also subject to local design review and demolition restrictions.

The City of Des Moines currently has the following designated local historic places:



Figure 3. Butler Mansion, a local landmark. (Source: IowaArchitecture.org)



Figure 4. Colonial Bread Sign, a local landmark. (Source: [TopTenDesMoines](http://TopTenDesMoines.com))



Three Local Historic Districts

1. Owl's Head Local Historic District
2. River Bend Local Historic District
3. Sherman Hill Local Historic District



30 Local Landmarks

1. The Lexington Apartments (1721 Pleasant)
2. The Gold Star Monument (700 E. University Avenue)
3. Woodland Cemetery (Corner of Woodland and Harding Road)
4. Drake University Municipal Observatory (University Avenue at 49th Street)
5. Southeast Watertrough (S. E. 11th and Scott Streets)
6. Colonial Bread Sign (Second and University Avenues)
7. Butler Mansion (2633 Fleur Drive)
8. Glendale Mausoleum (1550 48th Street)
9. Rose Garden at Greenwood Park (Grand Avenue at 47th Street)



Figure 5. Drake Park Playground Shelter, a local landmark. (Source: Stacey Hanley)



Figure 6. Sylvan Theater, a local landmark and National Register Historic District. (Source: DesMoinesOutdoors.com)



Figure 7. Woodland Cemetery, a local landmark. (Source: Susan West Montgomery)

10. Sylvan Theater at Greenwood Park (Grand Avenue at 47th Street)
11. Wallace House (756 16th Street)
12. American Federal Building (601 Grand Avenue)
13. Charles Martin House (3939 Grand Avenue)
14. Hoyt Sherman Place (1501 Woodland Avenue)
15. Oakwood Estate - James S. Carpenter House (3320 Kinsey Avenue)
16. Esther Hall (921 Pleasant Street)
17. Norden Hall (425 E. Grand Avenue)
18. Boyd Cottage (304 42nd Street)
19. Masonic Temple (1011 Locust Street)
20. Public Library of Des Moines (100 Locust Street)
21. Stockdale Double House (4018-20 Ingersoll Avenue)
22. Trolley Loop (48th and University Avenue)
23. Walker Playground Shelter at Columbus Park (1921 SE First Street)
24. Varsity Theater (1207 25th Street)
25. Drake Park Playground Shelter (2300 Drake Park Avenue)
26. Financial Center (606-666 Walnut Street and 207 7th Street)
27. Snookies Neon Sign (1810 Beaver Ave)
28. Crescent Sign (555 17th Street)
29. Fort Des Moines Park (75 East Army Post Road)
30. Harlan's Barbershop (2513 Woodland Avenue)

National Register Historic Districts and Landmarks

Historic resources can also be listed in the National Register of Historic Places (NRHP), which is the nation's official list of properties recognized for their significance to American history, architecture, archaeology, engineering, or culture. Properties may be identified individually or as a district. Once designated, these properties are eligible for federal preservation grants and tax incentives. However, unlike local designation, NRHP listing does not protect a property from demolition or require design review (unless the property is also locally designated). The City currently has 156 individual properties and 29 districts listed in the NRHP, as well as two National Historic Landmarks. Refer to Appendix B for the full listing of individual listings.

Landmarks and Historic Districts, Des Moines

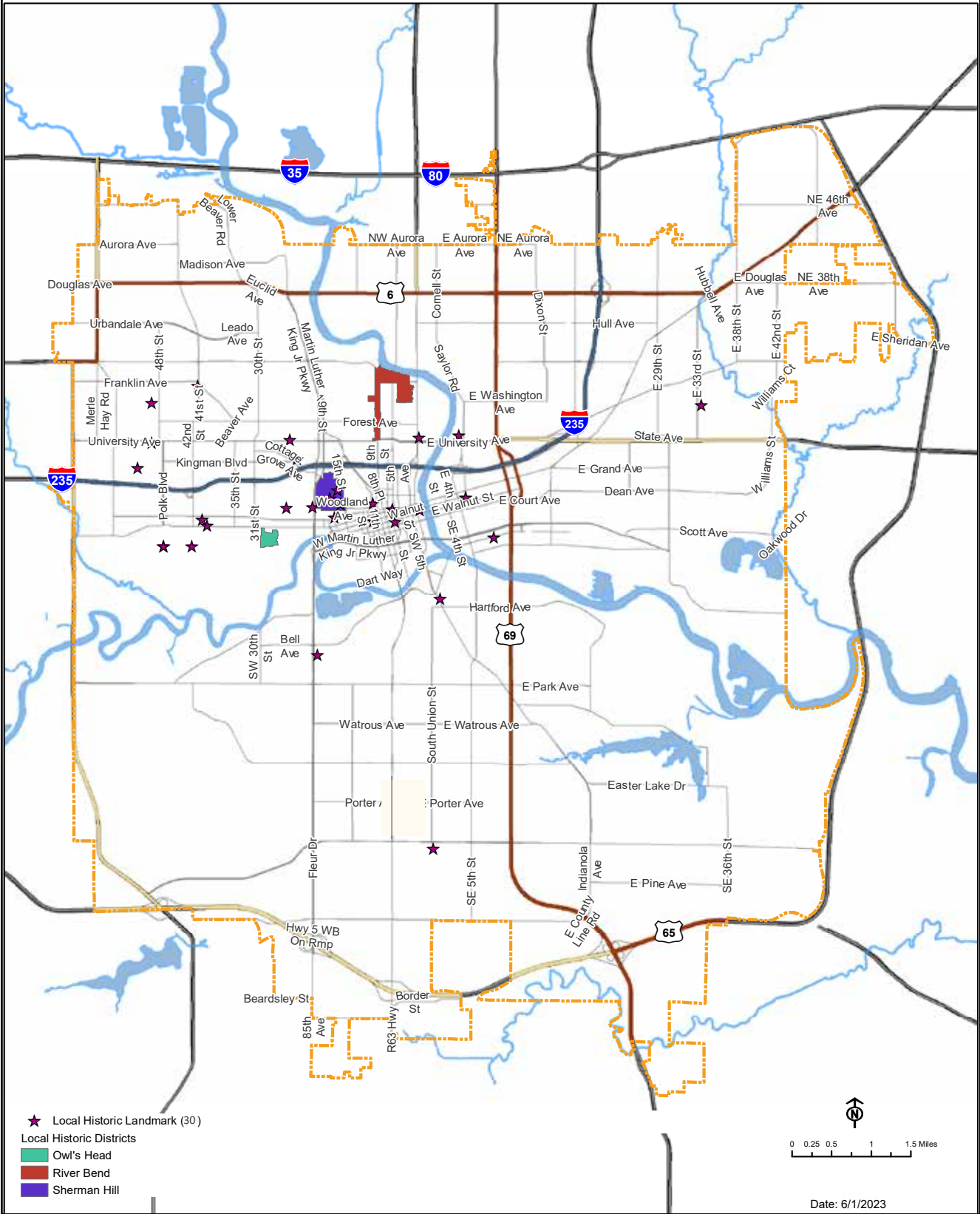


Figure 8. Landmarks and Historic Districts designated at the local level are illustrated on the map above.



Figure 9. The Portwell and Wellsport buildings, in the Sherman Hill local and National Register Historic District. (Source: KKC)



Figure 10. Iowa State Fair and Exposition Grounds, part of a National Register Historic District. (Source: DarcyMaulsby.com)



Figure 11. Plaque recognizing Fort Des Moines as a National Historic Landmark. (Source: KKC)



29 National Register Historic Districts

1. Ashby Manor
2. Bates Park
3. Chautauqua Park
4. Civic Center
5. College Corner Commercial
6. Drake University
7. East Des Moines Industrial
8. Fitch, F.W. Company
9. Goddard Bungalow Court
10. Greenwood Park Plats
11. Highland Park Business District
12. Ingersoll Place
13. Iowa State Fair and Exposition Grounds
14. Kingman Place
15. Linden Heights
16. Middlesex
17. Miller Tract - Center-Soll
18. Newens Sanitary Dairy
19. Owl's Head
20. Polk County Homestead and Trust Company Addition
21. Prospect Park 2nd Plat
22. Riverview Park Plat
23. Sherman Hill
24. Sixth and Forest
25. Sylvan Theater
26. The Oaklands
27. Veneman's Court
28. West 9th Streetcar Line
29. Woodland Place



Two National Historic Landmarks

1. Fort Des Moines (75 E Army Post Road)
2. Terrace Hill (2300 Grand Avenue)

National Historic Districts, Des Moines

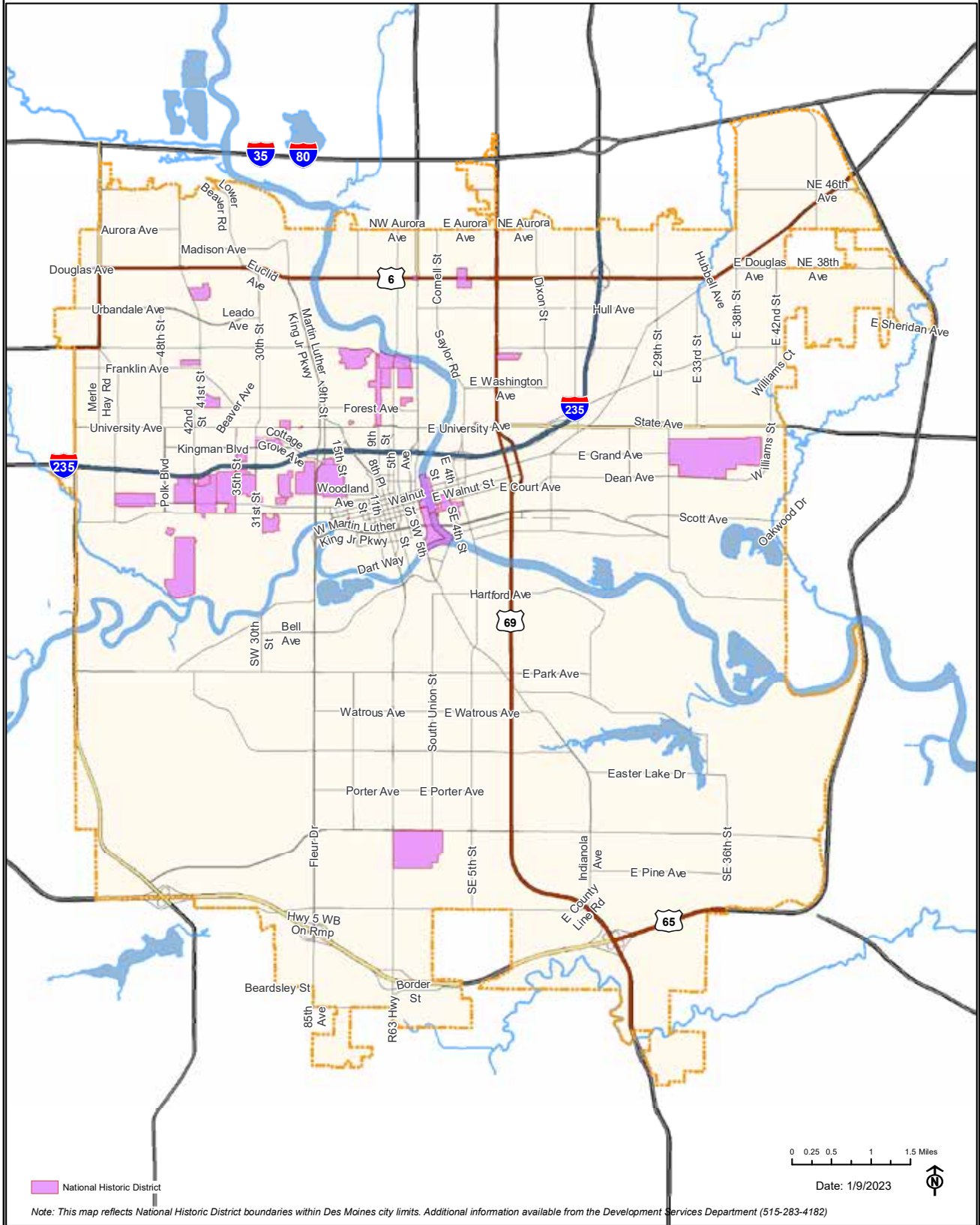


Figure 12. National Register Historic Districts are illustrated on the map above.

Chapter 58: Historical Preservation

To read the full text of the Historical Preservation Ordinance, visit https://library.municode.com/ia/des_moines/codes/code_of_ordinances?nodeId=MUCO_CH58HIPR.

Historic Preservation Commission

To learn more about the HPC including meeting schedules, member information, professional requirements, how to apply to be on the HPC, and how to attend an upcoming meeting visit: https://www.dsm.city/boards_inner/T56_R32.php.

Community Preservation Plan

To learn more about Des Moines' first historic preservation plan, published in 1995, visit: https://www.dsm.city/departments/development_services/planning_and_urban_design/plans.php#outer-3028

Broadening Preservation's Reach

To learn more about the Iowa Statewide Historic Preservation Plan, and the current efforts to update the plan for 2023 - 2032, visit: <https://iowaculture.gov/history/preservation/preservation-planning/statewide-preservation-planning#:~:text=The%20current%20Statewide%20Historic%20Preservation,for%20the%20years%202023%2D2032>

Updated Zoning Ordinance and Planning and Design Ordinance

To read the updated zoning ordinance and planning and design ordinance, both adopted in 2019, visit: <https://plandsm.dsm.city/>.

Demolition Delay

Article IV of the Historic Preservation Ordinance, Historic Review of Proposed Demolition, details demolition review. This section allows for review of proposed demolition and time to explore viable alternatives to demolition when a property is deemed to be historically significant. One such alternative is moving a historic building to a new location to preserve, rather than demolish, the building. Once on a new site, the building can be rehabilitated, and the original site can be utilized for other activity. Selecting an appropriate new site for the historic building is a crucial step in this process, as is assembling an experienced team to carefully relocate the building. Des Moines has many successful examples of relocating historic structures including a Victorian rowhouse on High Street moved to Woodland Avenue; the Murillo Flats moved to 605 16th Street; and the relocation of five houses from the Drake University neighborhood to 19th Street in Sherman Hill.

If demolition is proposed, the Development Services Director is afforded a 10-day period to conduct an initial review of the property and determine whether there may be features of architectural merit. Where architectural merit is determined, an additional 30-day period is provided for staff to work with the property owner to determine whether any alternatives to demolition are feasible. The demolition application may also be sent to City Council if criteria for landmark designation are met. In this case, the application must be heard within 90 days to determine landmark status and viable alternatives to demolition.

Certificate of Appropriateness

A Certificate of Appropriateness (COA) is required before a property owner begins exterior rehabilitation or construction of new

structures within a locally designated historic district. After the submittal of a COA, the HPC is using adopted historic preservation guidelines and standards. Once a COA is approved, the applicant must apply for any required building permit to begin the proposed work.

Historic Preservation Commission

The Historic Preservation Commission (HPC) serves a key role in the administration of the historic preservation program. It makes key decisions to protect the integrity of the resources, advocates for preservation community-wide, and assists staff to celebrate the City's historic resources. The HPC consists of volunteer members – six at-large members and two residents from each historic district – creating a total of 12 HPC seats. HPC members serve three year terms and are appointed by the Mayor and City Council to serve on a volunteer basis. The HPC meets once a month and is charged with a variety of duties, including but not limited to:

- Review and act upon submitted COAs;
- Consider potential historic district designations, boundary amendments and potential repeals of existing historic districts, and to provide information and a recommendation to City Council;
- Act as advocates for historic preservation in other City processes; and
- Work with City staff and the State Historic Preservation Office.

Landmark Review Board

The Landmark Review Board (LRB) reviews nominations for local landmarks and alterations to existing local landmarks. The LRB consists of a combination of the Historic Preservation Commission and Urban Design Review Board. LRB meetings occur on an as-needed basis.

Mayor and City Council

The Des Moines City Council also has a role to play in carrying out the historic preservation ordinance. It reviews and approves applications for Urban Design Review Board members who serve three year terms, and Historic Preservation Commission members, who also serve three year terms. City Council can also propose designation of a historic district or landmark for review by the appropriate commission or board, and is responsible for making final decisions on historic district and landmark designation, utilizing the reports and recommendations from staff and the HPC and/or LRB.



Figure 13. Site meeting with two HPC members and a contractor to discuss an in-progress project in the River Bend neighborhood. (Source: Stacey Hanley)

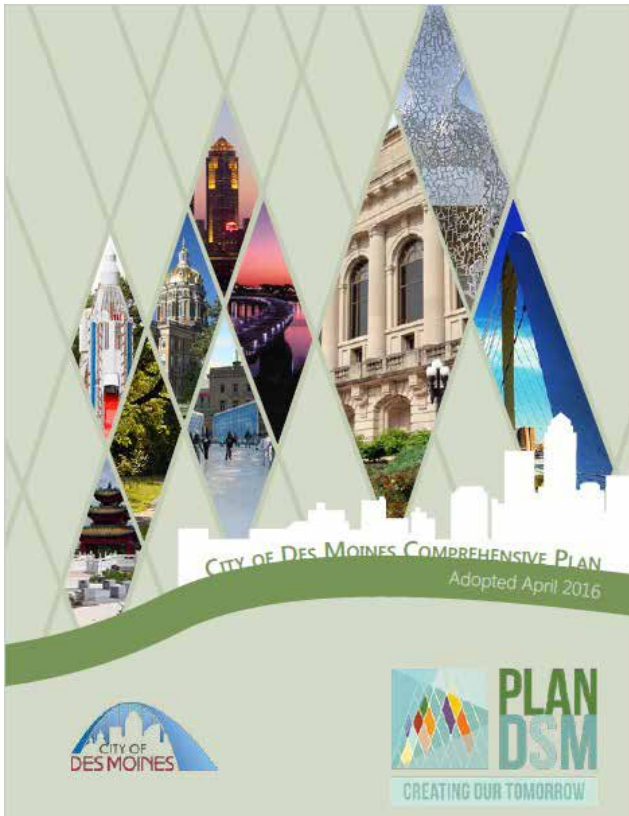


Figure 14. Front cover of PlanDSM.

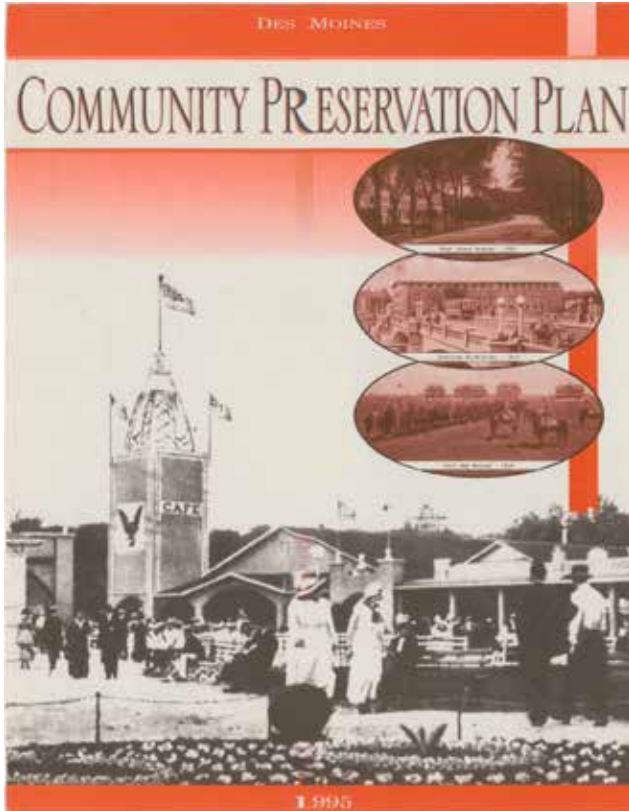


Figure 15. Front cover of the 1995 Preservation Plan.

City Plans

The City of Des Moines creates and adopts plan documents that consist of goals and policies to guide future work. This Plan works in concert with these planning documents to further the City's preservation objectives. It also works to expand the reach of preservation.

PlanDSM

Adopted in April 2016, *PlanDSM*, the City's Comprehensive Plan, guides work citywide to ensure a common framework for addressing issues, determining financial priorities, protecting valued resources and shaping the future community. *PlanDSM* followed a series of earlier comprehensive plans, the first of which was adopted in 1928, following a 1909 plan that focused on boulevards and civic spaces in the city.

The Plan is organized according to the Iowa Smart Planning legislation, as passed by the State Legislature in 2010, and is centered around key topics including Land Use, Transportation, Housing, Community Character and Neighborhoods, Community Facilities and Social Equity. The vision, goals, and policies outlined in each chapter of *PlanDSM* provide direction for creating this Plan and for specific tasks within the Plan.

PlanDSM recognizes the importance of historic preservation through the following goals and policies:

- Land Use (LU) Goal 6: "Recognize the value of Des Moines' historic building stock and landscapes and ensure their preservation for future residents."
 - LU Policy 33: "Promote preservation, restoration, and reuse of historical structures and landmarks."
 - LU Policy 34: "Continue to refine design guidelines and develop standards that protect the historical integrity and

architectural character in identified Historic Districts.”

- LU Policy 35: “Encourage expansion and establishment of national Historic Districts, local historic districts and local landmarks.”
- Community Character and Neighborhoods (CCN) Goal 4: “Protect Des Moines’ historic and cultural assets that contribute to neighborhood and community identity.”
 - **CCN Policy 24: “Develop an updated historic preservation plan.”**
 - CCN Policy 25: “Partner with the historic preservation community to promote Des Moines’ rich history through education and outreach on historic structures, districts, and landscapes.”
 - CCN Policy 26: “Partner with the historic preservation community to identify historic districts also ensuring context sensitive infill and redevelopment.”
 - CCN Policy 27: “Develop policies that prioritize rehabilitation over demolition of historic structures and in historic districts.”
 - CCN Policy 28: “Enforce local historic district and local landmark regulations.”

Policy CCN24, listed as an Intermediate Action, provides a clear directive supporting the process to create this Plan.

Community Preservation Plan

Adopted in 1995, the Community Preservation Plan was the City’s first effort to plan for the protection and stewardship of the community’s historic, architectural and natural resources. It established a series of goals and policies to guide preservation planning.

Historic Preservation Design Guidelines

The City has developed a series of guidelines to assist the HPC in making decisions regarding COA applications. These guidelines provide information about designing compatible new development and the rehabilitation of existing structures in a local historic district. The Des Moines HPC currently utilizes three design guidelines documents:

- Architectural Guidelines for Local Historic Districts - Building Rehab;
- Architectural Guidelines for Local Historic Districts - New Construction; and
- Fence Guidelines for Local Historic Districts.

Development Review Codes

Adopted in 2019, the new Zoning and Planning and Design Codes are the first comprehensive re-write of Des Moines’ 1965 zoning code. In addition to focusing on land use, the update called for forms and building types based on careful study of each street in the city. Chapters 134 and 135 of the update address zoning districts and permitted land uses, and have the goal of preserving and enhancing the character of the city’s neighborhoods. The update is not designed to infringe on the purpose of the historic preservation program, but to reinforce the importance of local historic buildings and districts in order to maintain the character of Des Moines.

Staff

In addition to the HPC, LRB and City Council, City staff are involved with every aspect of the administration of the historic preservation program. The Planning and Urban Design Division of the Development Services Department manages the historic preservation program. It prepares reports

Certified Local Government (CLG) Program

To learn more about Iowa's CLG program, including the list of 90 communities designated as a CLG in the state, visit: <https://iowaculture.gov/history/preservation/certified-local-governments>.

Main Street Program

To learn more about the Main Street Iowa Program, visit <https://www.iowaeda.com/main-street-iowa/>

Iowa's Comprehensive Statewide Historic Preservation Plan

To learn more about the state's Historic Preservation Plan, including the existing plan document and information on the on-going update, visit <https://iowaculture.gov/history/preservation/preservation-planning/statewide-preservation-planning#:~:text=Iowa's%20Comprehensive%20Statewide%20Historic%20Preservation,by%20strategies%20or%20action%20steps>.

for COA applications, facilitates HPC and Landmarks Review Board meetings, presents to City Council, and leads preservation outreach efforts.

Certified Local Government

The City of Des Moines became a Certified Local Government (CLG) in 1986 signaling its commitment to historic preservation at the local level. The CLG program is administered by the Iowa Department of Cultural Affairs. CLG communities must pass local legislation and establish a historic preservation commission. CLG communities receive a variety of benefits from this designation including:

- Eligibility for a variety of grant programs;
- Training and technical assistance from the State Historic Preservation Office (SHPO) of Iowa; and
- Collaboration with other CLG communities in Iowa and across the country through the Historic Preservation Network.

Main Street Program

The Main Street Iowa program works with select communities, which have applied to be designated as a Main Street Community, to focus on downtown economic development. As of 2022, Iowa has over 50 Main Street communities, including Des Moines. The program uses the Main Street America approach which focuses on Economic Vitality, Organization, Promotion, and Design. It also provides assistance in the form of training workshops, design assistance, business assistance, and other technical assistance opportunities.

Iowa's Comprehensive Statewide Historic Preservation Plan

In addition to following planning guidance at a local level, the historic preservation program operates with input from the Iowa State Historic Planning Office (SHPO). The current Statewide Historic Preservation Plan, *Broadening Preservation's Reach*, addresses preservation at the local, regional, and state levels, and outlines key goals for 2013 - 2022. The SHPO is currently working on updating this plan, to be published in 2023.

Plan Goals

11 key strategic goals and objectives of Iowa's Comprehensive Statewide Historic

Preservation Plan have been drafted thus far and focus on:

- Education and appreciation;
- Under-represented histories;
- Access to state and federal incentives;
- Enhancing preservation trades;
- Preservation and resiliency;
- Enhancing local preservation planning;
- Engaging the public with Iowa's archaeology;
- Cultivating preservation partnerships;
- Strengthening preservation advocacy;
- Addressing barriers to proactive preservation planning; and
- Implementing the plan.

Program Administration: Potential Planning Approaches

- While the existing Historic Preservation Ordinance soundly establishes the City's historic preservation program, an updated ordinance would benefit from the following:
 - More clearly articulate the roles and processes of review bodies involved in the historic preservation program;
 - Expanded designation and review criteria to highlight intangible resources such as stories, places and other culturally important locations in the city;
- A visualization of the COA process, available on the City's webpage and through neighborhood associations, would assist property owners in navigating the application process.
- Considerations for updating the HPC composition and procedures should be discussed, including:
 - Administrative Approval for COAs: The HPC, a volunteer group, often experiences long meetings due to the number of COA applications. Solutions to easing the burden of the HPC should be considered and could include the creation of subcommittees or adopting an expanded list of COA topics subject to administrative approval.
 - Size of HPC: As future district designations are pursued, the current structure of the HPC may result in an extremely large group. If this becomes the case, subcommittees may need to be considered to reduce meeting length. It should be noted that this comes with increased staff commitment as well.
 - Vacant Seats: It is not uncommon to have one or more vacant seats on the HPC. Educating community members about the role of the HPC to peak interest in new members is needed.
- Consider structural improvements to the Landmark Review Board.
- Increase staffing capacity to continue existing program administration, while expanding opportunities for outreach and other components of the preservation program.

INFORMATION AND ACCESSIBILITY

Historic Preservation Commission

Information about the historic preservation program, and primarily the Historic Preservation Commission can be found on the City's website through this link: https://www.dsm.city/boards_inner_T56_R32.php

Plans Webpage

To review existing and past plan documents that guide the Planning and Urban Design office's work, visit: https://www.dsm.city/departments/development_services/planning_and_urban_design/plans.php

Customer Self Service Webpage and Portal

To access the self-service portal that allows residents to complete any development review, permit, or inspection application through the city electronically, visit: www.dsm.city/css.

Show Me My House Webpage

To research a specific property, visit; <https://showmemyhouse.dsm.city/>

Find Neighborhoods Webpage

To learn more about a neighborhood within the city, visit: <https://findneighborhoods.dsm.city/>

It is important that all residents of Des Moines understand the purposes and requirements of the City's historic preservation program. It is in the best interests of the City to make the regulatory process as transparent and comprehensible as possible. Good information accessibility also ensures that the program is equitable, inclusive, and serves all residents.

City Website

As the historic preservation program is managed by the Planning and Urban Design Division of Development Services, the primary information about the historic preservation program can be found on the City's webpage.

Historic Preservation Commission Webpage

The HPC webpage is currently the key location for information about the historic preservation program. This webpage is accessible through three main clicks: Home page drop-down to select Development Services Department to Planning and Urban Design to HPC.

Plans Webpage

Plan documents are a central component to the Planning and Urban Design Division's work. These documents outline the goals of programs the Division administers and guides future work of staff. The Plans webpage includes many documents including the 1995 Community Preservation Plan.

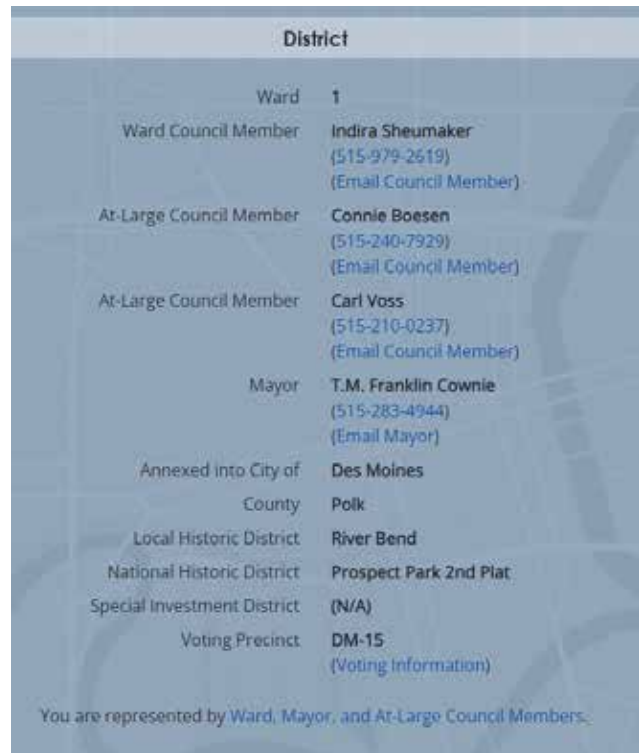
Customer Self Service Webpage

In June 2021, the City began utilizing a Customer Self-Service (CSS) platform that allows residents to apply for any development review, permit, inspection, or commission/board application electronically. The CSS webpage additionally serves as a central hub for residents to pay invoices, receive real-time application progress and activity, and search many publicly available records. Properties located within a Local Historic District, or are designated as a Local Landmark, are required to apply for a COA prior to any work occurring on the property. COA applications are available through the CSS website, and once a COA application is submitted, Planning staff works with the applicant to navigate them through the COA review process either through administrative, HPC, or LRB review.

“Show Me My House” and “Find Neighborhoods” Webpages

The “Show Me My House” and “Find Neighborhood” webpages allow a property owner to search their specific address to learn more about their property. After searching for an address, a resident can learn the following:

- Property assessment information;
- Snow routes and snow ordinance details;
- Garbage, Yard Waste, and Recycling Pickup;
- Zoning, including historic preservation;
- Permitting staff contact details;
- District information; and
- Neighborhood information including representatives, plans, neighborhood meeting information.



District	
Ward	1
Ward Council Member	Indira Sheumaker (515-979-2619) (Email Council Member)
At-Large Council Member	Connie Boesen (515-240-7929) (Email Council Member)
At-Large Council Member	Carl Voss (515-210-0237) (Email Council Member)
Mayor	T.M. Franklin Cownie (515-283-4944) (Email Mayor)
Annexed into City of	Des Moines
County	Polk
Local Historic District	River Bend
National Historic District	Prospect Park 2nd Plat
Special Investment District	(N/A)
Voting Precinct	DM-15 (Voting Information)

You are represented by Ward, Mayor, and At-Large Council Members.

Figure 16. Under the “District” header on the “Show Me My House” webpage, a property owner can learn whether their house is located within a designated historic district.

Information and Accessibility: Potential Planning Approaches

- Create a designated landing page for all historic preservation information - a one-stop-shop. This should include information about the HPC, funding, technical assistance, etc.
- Review the City website and determine pages that can be linked back to a historic preservation landing page. Keep in mind that repetition and multiple ways to access information on the website is a good thing as different people may choose different routes to find information.
- Update the Show Me My House webpage to more easily identify that the property is within a designated local historic district. This information could be moved up to the Zoning category, which is earlier and has much less detail to sort through. A link could also be provided to direct someone to the historic preservation landing page and emphasize the Certificate of Appropriateness requirements.
- Update the Find Neighborhoods search tool to more quickly and easily alert a property owner to their location in a historic district.
- Information about historic preservation should be accessible in multiple languages on the City's webpage.
- The existing Map Center webpage does not include historic preservation maps. These should be included and easy to find.

TOOLS, INCENTIVES, AND SUPPORTING PROGRAMS

Strong historic preservation programs employ a range of tools and incentives that support the goals and objectives of the program. They ensure community members are able to participate in the program despite their financial or education status. Examples of tools and incentives include:

- **Financial Assistance:** Financial assistance includes grants and loans and can support many types of preservation work. These may offer direct assistance for the physical maintenance of a historic building, or financial assistance to research stories or places that are part of Des Moines' history. They might also provide money that aids in outreach and education informing the community about the City's historic preservation program.
- **Regulatory Relief:** Ensuring all of the City's programs work in concert means that relief can be provided if and where City regulations conflict with one another. Offering flexible solutions for historic preservation efforts is a common way to support preservation by recognizing the challenges in bringing historic buildings up to the standard of modern codes and regulations.
- **Technical Assistance:** This type of tool often comes through staff and volunteer time to assist property owners, homeowners, and small business owners to navigate the historic preservation process and its regulatory requirements.

In addition to the many tools offered at the local level, the utilization of state and federal tools and incentives is also crucial to support preservation work.

Local Tools and Incentives

Often, the most commonly utilized tools come in the form of local grants and loans. The City of Des Moines offers a number of programs, some of which impact the preservation program. While these programs are managed by a range of offices, the majority fall within the purview of the Development Services Department.

Tax Abatement Program

Des Moines' tax abatement program provides a "temporary reduction in property taxes on the portion of assessed value added by new construction or improvements to an existing structure."¹ This program was adopted by City Council with the purpose of "stimulating community revitalization, improving the existing housing stock, retaining and attracting residents and homeowners, and reducing development costs for high quality commercial and industrial projects."

This program is administered by the Permit and Development Division of the Development Services Department and is available for homeowners and developers.

A variety of project types qualify for the tax abatement incentive.

- Low-Density Residential (single-family)
- Missing Middle Residential (2 to 12 unit structures)
- High-Density Residential (13+ unit structures)
- Commercial/Industrial

Some eligibility requirements include:

- **Location:** the property must be located within the City boundaries;

¹ *Tax Abatement Information. (n.d.). https://www.dsm.city/departments/development_services/permit_and_development_center/tax_abatement_details.php*

Tax Abatement Program

To learn more about the Tax Abatement Program including types of projects, details for locations of projects and how the tax abatement schedules are structured by project, visit: https://www.dsm.city/departments/development_services/permit_and_development_center/tax_abatement_details.php



Local Option Sales Tax

To learn more about the Local Option Sales Tax Program, including reviewing the financial reports for the three years this program has been in place, visit: <https://www.dsm.city/initiatives/localoption/index.php>

- Permits: Permits must first be issued for work that requires permits;
- City Regulations: The project must comply with all City requirements.

The tax abatement amount is dependent on the project type (residential vs. commercial), the type of structure (single-family vs. missing middle) and the location of project (targeted area vs. city). Additional requirements for energy efficiency and sustainability may also be necessary to receive the tax abatement.

Local Option Sales Tax

In 2019, the City of Des Moines approved a one-cent Local Option Sales and Service Tax to be utilized for a wide range of projects. This one-cent sales tax, administered by the City Manager's office, funds the following:

- Property Tax Relief: Iowa state law stipulates that 50% of sales tax revenue must be applied toward property tax relief. When this tax was approved in 2019, City Council reduced the property tax levy rate to the lowest it had been in the seven years prior to approval, and this rate remains in place.
- Infrastructure Upgrades: Street repavement and replacement, and storm sewer upgrades.
- Public Safety Enhancements: Firefighter positions and a partnership with Broadlawns Medical Center for mobile mental health services and crisis response.
- Neighborhood Improvements: Expanding library hours, the InvestDSM program, neighborhood matching grants, a social equity grant program, etc.

While the program funds a variety of objectives, the goal is to reinvest in the city's neighborhoods, which includes those with historic resources. All four categories of funding can positively impact areas of the community with designated local landmarks, historic districts, and culturally significant places, but the Neighborhood Improvements category most directly impacts the historic preservation program. Explanations of specific programs within the Neighborhood Improvement category are provided on the following pages.

Blitz on Blight

Created in 2019 with the adoption of the Local Option Sales tax, this program is a proactive approach to identifying and addressing nuisance properties. Blitz on Blight is designed to address structures that have deteriorated beyond repair, making them uninhabitable. When a property is designated as a public nuisance, the City will work with property owners who have a solid proposal for rehabilitation in order to avoid demolition.

In October 2022, the Blitz on Blight program removed its 100th condemned structure since its founding in July 2019, at a total, to-date cost of \$2.5 million¹.

Local Options Sales Tax Amounts for Neighborhood Improvement Programs¹			
	FY2020	FY2021	FY2022
Blitz on Blight	\$700,000	---	\$500,000
InvestDSM	\$2,674,396	\$2,506,951	\$5,000,165
ION	---	\$55,599	\$69,153
Block Grant Challenge	---	\$229,250	\$241,449

(Source: FY2022 Expenditure Report)

Blitz on Blight

To learn more about the Blitz on Blight program, visit the City's Vacant Property and Unsafe Structure webpage: https://www.dsm.city/departments/neighborhood_services/vacant_property_and_unsafe_structures.php

¹ MILESTONE REACHED AS "BLITZ ON BLIGHT" GETS BACK ON TRACK FOLLOWING COVID LULL. (n.d.). https://www.dsm.city/news_detail_T2_R575.php

InvestDSM

To learn more about InvestDSM including the programs and current Special Investment Districts, visit: <https://investdsm.org/>.



Oak Park/
Highland Park



Drake



Franklin Area



Columbus Park

Figure 17. The current four SIDs in which InvestDSM focuses its efforts.

InvestDSM

InvestDSM was created as a result of an evaluation of the existing Neighborhood Revitalization Program. InvestDSM, a not-for-profit organization, began as a collaboration between the City of Des Moines and Polk County with the goal of creating vibrant, healthy, and thriving neighborhoods. InvestDSM staff focus their work in Special Investment Districts (SIDs)¹, which are “middle market” neighborhoods - not the strongest, and not the weakest. These are selected by the City Council. There are currently four SIDs.

Money from the Local Option Sales Tax is applied in the SIDs in the form of the acquisition, demolition, rehabilitation/repair, or new construction of housing, as well as the costs associated with the acquisition and holding of properties associated with the redevelopment.

InvestDSM includes a host of programs that property owners within the SIDs can utilize, all with the goal of improving the neighborhood. While InvestDSM works in defined neighborhoods, these neighborhoods may change based on funding availability and an ongoing citywide property assessment project. As such, residents of different neighborhoods will have a chance to partake in the funding availability to improve the building stock and celebrate the role of the neighborhood within the city. This proactive approach may also assist in the stabilization of neighborhood structures, maintaining the fabric of the community.

¹ Invest DSM | Be Part of a Great Neighborhood Filled with Opportunity. (2022, January 24). Invest DSM. <https://investdsm.org/>

Improving Our Neighborhood

The Improving Our Neighborhood (ION) program, also known as the Property Improvement Program, was also launched with the adoption of the Local Option Sales and Service Tax. It became a functioning program in 2022.¹

The ION program utilizes data collected through an ongoing Property Condition Survey, conducted by City staff. This survey seeks to evaluate all existing structures in the city and determine the condition of the roof, siding, windows, fences, porches, balconies, and foundations.² The Neighborhood Services Department is leading this survey effort.

This program works towards the maintenance of existing homes, focusing on improvements to stabilize homes or improve the condition of homes rather than let a property reach a state in which demolition is required. Focusing on the maintenance of existing structures, designated as historic or not, is an important type of preservation work to maintain the city's building fabric and recognize the importance of "home" to each resident.

¹ Neighborhood Revitalization Board Meeting Minutes. (2022, May 4.). https://cms2.revize.com/revize/desmoines/document_center/Neighborhood%20Revitalization%20Board/2022/05.04.22_NRB%20Minutes.pdf?pdf=Minutes&t=1662681600080&pdf=Minutes&t=1662681600080

² Block, F. T. D. M. R. (2022, August 25). The city of Des Moines is conducting a survey of housing conditions in every neighborhood. *Des Moines Register*. <https://eu.desmoinesregister.com/story/news/local/government/2022/08/24/des-moines-city-workers-rate-every-houses-safety-condition/7875085001/>



Figure 18. A "before" photo of an ION project to repair a foundation and roof. (Source: City of Des Moines)



Figure 19. An "after" photo of the same house in Figure 15. (Source: City of Des Moines)

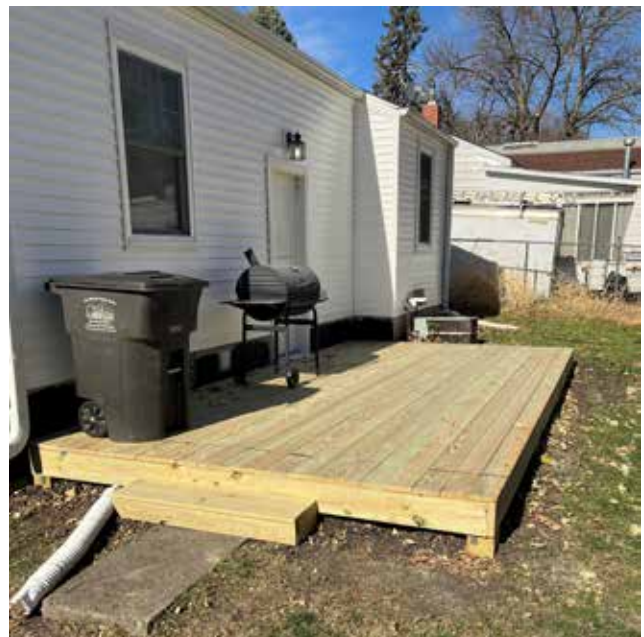


Figure 20. An "after" photo of an ION project focused on siding and deck clean up. (Source: City of Des Moines)



Figure 21. The title page of the 2022 Block Challenge Grant flyer header for community members to learn more about requirements and the application process. (Source: Block Grant Challenge Flyer)



Figure 22. Before and after images taken from the example projects document available on the webpage. It includes information about projects completed during the 2021 Block Challenge Grant Project Examples document. (Source: 2021 Project Example, online)

Block Challenge Grant Program

To learn more about the Block Challenge Grant Program, visit:

https://www.dsm.city/departments/neighborhood_services/block_challenge_grant/index.php

Block Challenge Grant Program

Des Moines' citywide Block Challenge Grant Program (BCG) provides small grants to neighborhood and community groups to assist in making improvements to the physical appearance of the house or structure. In order to be awarded funding, neighbors on a block must form a "team" of a minimum of five neighbors and meet with staff to discuss their project proposal. If approved, 50% matching grants, using funds from the Local Option Sales and Service Tax program, are provided. Amounts are capped based on the number of neighbors involved.¹ Successful BCG Program recipients in 2021 conducted projects including:

- Tree Removal and Replacement;
- Exterior Façade Repairs and Paint;
- Roof Replacement;
- Exterior Paint;
- Landscaping;
- Step Removal and Replacement
- Window Re-glazing, Painting and/or Replacement; and
- Front Door Repair.

Similar to the ION program, the BCG Program offers homeowners financial assistance to improve their property. It fosters a sense of community as neighbors must come together and collectively apply for the program. BCG preserves neighborhoods and keeps residents in their homes.

¹ Block Challenge Grant Flyer. (n.d.) <https://cms2.revize.com/revize/desmoines/BCGrant%20Flyer.pdf?pdf=Block%20Challenge%20Grant%20Flyer&t=1668627190574&pdf=Block%20Challenge%20Grant%20Flyer&t=1668627190574>

Blighted Property Rehabilitation Program

Established in 2018, the Blighted Property Rehabilitation (BPR) Program was created to address vacant and blighted properties throughout the city. The City allocates \$100,000 annually to this program to be used by private and non-profit groups to acquire, demolish, or rehabilitate vacant, abandoned or blighted residential properties within the city.² These funds are available through the form of forgivable loans and are approved by the City Manager or City Council, depending on the funding amount.³

Like many of the financial incentives offered through the Local Option Sales Tax, the BPR Program offers an additional tool to maintain and improve historic structures and other existing structures within Des Moines' neighborhoods. This is just one of many ways in which the fabric of neighborhoods is being preserved throughout the city, maintaining homes and communities that are a defining feature of Des Moines.

Neighborhood Commercial Revitalization Program

The Neighborhood Commercial Revitalization (NCR) Program promotes reinvestment in existing buildings primarily located within neighborhood commercial nodes and corridors. The NCR Program, operated by the Office of Economic Development, provides financial assistance

² Darr, Kent. (2018, January 10). D.M. council adopts program to combat blighted properties. *Business Record*. <https://businessrecord.com/Content/Default/All-Latest-News/Article/D-M-council-adopts-program-to-combat-blighted-properties/-3/248/80860#:~:text=The%20Des%20Moines%20City%20Council,improve%20housing%20stock%20in%20neighborhoods.>

³ Fourth Restated Urban Revitalization Plan. (n.d.). <https://www.dmaar.com/filesimages/1020%20Final%20EXTERNAL%20DRAFT.pdf>

Neighborhood Commercial Revitalization (NCR) Program

To learn more about the NCR Program, including eligibility requirements and grant amounts, visit: https://www.dsm.city/departments/development_services/economic_development/neighborhood_commercial_revitalization_program.php#outer-3692



Figure 23. Chuck's (3610 6th Avenue) in Highland Park, a restaurant that is a successful example of work done through the Neighborhood Commercial Revitalization Program. Facade and interior work was also part of this project. (Source: City of Des Moines)

Lead Abatement Funding

To learn more about Polk County's program to eliminate lead paint hazards in homes across the county, visit: <https://www.polkcountyiowa.gov/health-department/lead-poisoning-prevention/lead-information-for-families/>

Certified Local Government (CLG) Grant Program

To learn more about the CLG Grant Program, visit: <https://culture.iowaeda.com/grants/certified-local-government-grant-program/>, and the CLG Program in general, visit: <https://iowaculture.gov/history/preservation/certified-local-governments>

Property Tax Exemptions

To learn more about the Property Tax Exemptions, visit <https://history.iowa.gov/history/preservation/tax-incentives/property-tax-exemption>

State Historic Preservation Tax Credit Program

To learn more about the 25% State Income Tax Credit, visit <https://www.iowaeda.com/historic-preservation-tax-credit/>.

in the form of grants to property owners and businesses to complete exterior improvements such as facade renovations, site improvements, roof repair, etc. Grants are paid as a reimbursement and must be matched.¹

While not designed specifically for historic districts or historic landmarks, the NCR Program offers an opportunity to improve the appearance of historically- and culturally-significant commercial buildings throughout the city.

Polk County Tools and Incentives

While Polk County does not currently offer historic preservation-specific funding sources, programs may be used for historic structures.

Lead Abatement Funding

Polk County offers funding to eliminate lead-paint hazards based on certain qualifications including ownership, children, household income, and the ability to relocate during abatement.

Statewide Tools and Incentives

Historic preservation grants and loans offered at the state level provide additional funding for the City's historic preservation program and for individual property owners and developers.

¹ Program Guidelines for Implementation - City of Des Moines Neighborhood Commercial Revitalization ("NCR") Program. (2021, December 28.). https://cms2.revize.com/revize/desmoines/document_center/Development%20Services/Economic%20Development/Economic%20Development/Neighborhood%20Commercial%20Revitalization%20Program/NCR%20Guidelines_2022_Round%202.pdf?pdf=Neighborhood%20Commercial%20Revitalization%20Program%20Overview&t=1668635219768&pdf=Neighborhood%20Commercial%20Revitalization%20Program%20Overview&t=1668635219768

Certified Local Government Grant Program

The City of Des Moines is a Certified Local Government (CLG). Cities with CLG designation qualify for additional federal funding through the Historic Preservation Fund. Eligible grant activities include National Register nominations, education projects, surveys, planning for preservation, and planning and redevelopment projects.

Property Tax Exemptions

The State Historical Society of Iowa offers a Temporary Historic Property Tax exemption for the rehabilitation of historic buildings. The program offers a combination of four years full exemption from increased valuation of the property due to the rehabilitation work, and an additional four years of property tax increases (25% per year) up to the new valuation.

Historic Preservation 25% Tax Credit Program

Iowa Economic Development offers a state income tax credit of up to 25% for the sensitive rehabilitation of historic buildings, with the goal of retaining the historic character of designated historic buildings. Eligibility requirements include:

- A building that is designated as historically significant;
- Substantial rehabilitation work, valued at a minimum of 25% of the assessed value of a non-commercial building or a minimum of 50% of the assessed value of a commercial building;
- Rehabilitation that meets the Secretary of the Interior's Standards for Rehabilitation; and
- An eligible tax payer.

Federal Tools and Incentives

While some federal funding opportunities can be utilized directly by developers and individuals, many federal funding opportunities are received and

administered by the City. The federal funding opportunities described below are a mix of funds specific to historic preservation and those that indirectly impact preservation and work towards the preservation goals of Des Moines.

Federal Historic Rehabilitation Tax Credit Program

The National Park Service offers a 20% income tax credit for the rehabilitation of historic, income-producing properties that qualify as "certified historic structures". Work must be reviewed by the State Historic Preservation Office and the National Park Service to determine compliance with the Secretary of the Interior's Standards for Rehabilitation.

Federal Funding

Des Moines' designation as an "entitlement city" qualifies it to receive and manage annual funding from the U.S. Department of Housing and Urban Development (HUD). The funds and projects are managed by the Neighborhood Services Department. While these federal funds are not specific to the historic preservation program, they can result in the preservation of historic resources.

Community Development Block Grant Program

The Community Development Block Grant (CDBG) program is a HUD program. Funding can address housing, community development, and economic development needs. As described in the 2023 Annual Action Plan, CDBG funds will be applied to construct new affordable housing, directly assist home-buyers, and improve public services for low- and moderate-income residents.²

² 2023 Action Plan. (n.d.). <https://cms2.revize.com/revize/desmoines/2023%20AAP.pdf?pdf=2023%20Annual%20Action%20Plan&t=1668690881557&pdf=2023%20Annual%20Action%20Plan&t=1668690881557>

Federal Historic Rehabilitation Tax Credit Program

To learn more about the 20% tax credit for income-producing historic properties, including successful projects, eligibility requirements and how to apply, visit: <https://www.nps.gov/subjects/taxincentives/about.htm>.

Federal Funds

To learn more about federal HUD funding the City qualifies for, visit https://www.dsm.city/departments/neighborhood_services/federal_funds_and_the_consolidated_plan.php

To read the 2023 Annual Action Plan for addressing affordable housing needs using federal funding, including CDBG and HOME funds, visit: <https://cms2.revize.com/revize/desmoines/2023%20AAP.pdf?pdf=2023%20Annual%20Action%20Plan&t=1668690881557&pdf=2023%20Annual%20Action%20Plan&t=1668690881557>

Emergency Repair Loan (ERL) Program

To learn more about the ERL Program, including when the program restarts, visit: https://www.dsm.city/departments/neighborhood_services/emergency_repair_loans_for_homeowners.php

HOME Funds

The HOME Investment Partnership Program (HOME) funds also contribute to assisting low-income and disadvantaged households including those experiencing homelessness, fleeing violence, or veterans. Funds support affordable housing needs through home-buyer assistance, homeowner rehab, new construction for rental or ownership, and acquisition. Developers often couple HOME funds with other funding sources to finance affordable rental development.

Emergency Repair Loan Program

The Emergency Repair Loan (ERL) program utilizes federal dollars in the form of deferred payment loans for low- or moderate-income homeowners needing assistance in making vital repairs to their property. These repairs, including roof replacement, foundation repairs, or water/sewer line replacement, are vital to ensuring a home remains livable. In this way, this loan is one financial tool with the objective of maintaining Des Moines' existing housing stock and preserving the community's residential character. Unfortunately, this program is currently suspended and not operating.

Other Funding Sources

Utilizing a suite of funding sources from all levels – local, state and federal – and all types of organizations and government entities can support a variety of preservation efforts, even if the funding is not specific to preservation work. For instance, in order to support restoration work of park structures and historic infrastructure, the Parks Planning Department utilized funding from the Trust for Public Lands in addition to the Land and Water Conservation Fund. While these are not traditionally used for preservation work, the shared mission aligned with the proposed work and helped lead to a funded project.

Tools, Incentives, and Supporting Programs: Potential Planning Approaches

- With this Plan, the City of Des Moines is demonstrating that it believes in the value of historic preservation as a tool for community revitalization. Historic preservation outcomes can be made a priority in a number of other City programs to ensure success and sustained community revitalization.
- Existing tools and incentives, including funding, tend to focus on traditional buildings and the preservation of tangible resources. Expanding funding opportunities to recognize the stories of the community, educational outreach, and other program components should be considered.
- In general, programs funded by the Local Option Sales and Service Tax positively impact neighborhoods. However, more research is needed to determine their effect on historic districts, culturally important community places, and landscapes, and to ensure they are equitable (reaching disadvantaged communities and not just concentrating positive and negative impacts in certain parts of the city).
- Determine the relationship between the Blitz on Blight program and historic or potentially historic buildings, and the demolition delay process.
- The funding amount available for projects through the BPR Program is relatively small, especially if the amount is divided among multiple projects. For future funding cycles, consider directing funds to a certain geographic location, a particular project type or to a specific group of resources in order to have the most impact.
- Increase accessibility to information about grant and loan opportunities by linking specific webpages to the City's historic preservation webpage, as discussed in the Information and Accessibility section.
- Consider expanding the way that preservation work qualifies for grants.
- While financial assistance is offered at the local, state, and federal levels, it is not able to meet the need. The use of regulatory relief and technical assistance to support historic preservation efforts and to stimulate and support private investment could bridge the gap.

EDUCATION, AWARENESS, AND PARTNERS

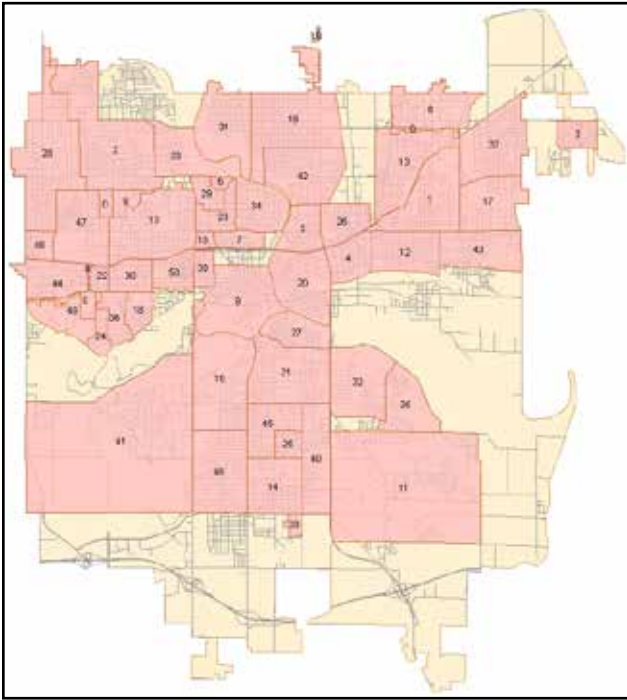


Figure 24. A map of Des Moines' 50 neighborhoods. (Source: City of Des Moines)

Education programs build awareness and support for historic preservation efforts, providing information about the history of Des Moines, preservation-related funding opportunities, and hands-on technical skills. These programs also ensure all residents understand and can equally benefit from the historic preservation program. The following pages describe some of the current educational efforts, as well as previous efforts which could be restarted.

City Webpage

The City webpage is crucial for the City's historic preservation program. Many community members receive information about the historic preservation program from the webpage.

Neighborhood Associations

Des Moines' 50 neighborhood associations are a key source of information for residents. Neighborhood associations in historic districts are a great source of information about ongoing projects, the COA process and training of all kinds.

Des Moines Public Library

The Des Moines Public Library offers free, monthly presentations on Des Moines' history, through a series titled "Discovering Des Moines History".

Postcard Mailing

Once a year, residents in local historic districts receive a postcard mailing from City staff and the HPC to remind them that their property is located within a historic district. It explains that exterior rehabilitation or new construction requires the approval of a COA.

Historic Preservation Organizations

State Historical Society of Iowa

Within the Iowa Department of Cultural Affairs, the State Historical Society of Iowa focuses on preservation and education. It maintains a museum, research centers, and historic sites. It also houses Iowa's State Historic Preservation Office. This office operates the CLG program, funding opportunities, technical assistance, preservation planning, and a wealth of other resources to communities across Iowa.

Des Moines Heritage Trust

The Des Moines Heritage Trust is a non-profit organization established to save historic buildings within the City of Des Moines. Through the Heritage Trust's endangered property program, it raises awareness about current issues and historic buildings in danger of demolition. The organization's headquarters and first project was the historic depot in the East Village. The building, which includes a contemporary addition, functions as an event center and a place to learn about Des Moines' history.

Des Moines Historical Society

The Des Moines Historical Society works to recognize and celebrate the history of the city through research, educational programs, and community engagement. The organization hosts historic home tours, annual meetings, and events on specific topics. The Society's current research focus is on streetcars and trolleys, as well as the Fort Des Moines II Memorial Cabin in Principal Park.

Iowa Architectural Foundation

The Iowa Architectural Foundation (IAF) was founded in 1989 and brings architects, designers, educators, and students together to focus on improving the quality of life



Figure 25. The Des Moines Heritage Trust rehabilitated a historic depot in the East Village (top photo) and constructed a contemporary addition to the depot (bottom photo) to host events. (Source: Des Moines Heritage Trust and KKC)

Des Moines Public Library

To find out when the next “Discovering Des Moines History” event is scheduled, visit: <https://www.dmpl.org/event/discovering-des-moines-history-0>.

State Historical Society of Iowa

To learn more about the work that the State Historical Society of Iowa does, visit: <https://iowaculture.gov/history/preservation>. For details regarding the preservation office of the State Historical Society, visit: <https://iowaculture.gov/history/preservation>.

Des Moines Heritage Trust

To learn more about the Des Moines Heritage Trust, visit: <https://www.desmoinesheritagetrust.org/>

Des Moines Historical Society

To learn more about the work of the Des Moines Historical Society, including upcoming events, visit: <http://www.desmoineshistoricalsociety.org/home.html>.

Iowa Architectural Foundation

To learn more about upcoming events hosted by the IAF or how to get involved as a volunteer, visit: <http://www.iowaarchfoundation.org/>.

Preservation Iowa

To learn more about Preservation Iowa's work and how to get involved, visit: <https://www.preservationiowa.org/>.

through the power of architecture and design. IAF celebrates the built environment and does so by hosting events and facilitating programs for all age ranges, a sampling of which include:

- Architectural walking tours;
- Festival of Tree and Lights;
- Student Walking Tours;
- Summer Day Camp;
- Community Enhancement through Architecture and Design Awards; and
- Lectures, seminars and specialty events such as “Eat.Drink.Architecture”.

Preservation Iowa

Organized in 1991 as the Iowa Historic Preservation Alliance, Preservation Iowa is an advocacy organization focused on broadening support for preservation statewide, educating policymakers about preservation issues, developing strategies to ensure the preservation of key sites throughout the state, and partnering with other organizations who impact historic resources. Preservation Iowa highlights preservation efforts and concerns throughout the state through a variety of annual programs including the “Preservation at its Best Awards” and the “Iowa's Most Endangered Properties” list. It also organizes historic resources by building type for easy research and includes the following categories:

- Barns & Farmsteads;
- Country Schools;
- Disaster Recovery;
- Movie Theaters; and
- Sacred Places.

City Awards Program

The City formerly operated an awards program to highlight preservation projects each year. While intermittent in

its operation, the program provided an opportunity for City Council and community members to see the positive impact of preservation.

Rehabbers Club

The Rehabbers Club, a group focused on the technical, hands-on aspects of historic preservation, has also operated on an intermittent basis but provides opportunities for community members to learn preservation skills they can apply to their own projects.

Informal Outreach

Beyond the partner-led education and outreach efforts described above, city staff also make themselves available to answer applicant questions, attend events and provide training and information when requested. These efforts tend to be the most labor intensive but the most effective because staff can address the particular needs of residents no matter where they intersect with the preservation program. Informal outreach also comes through social media including the Lost Des Moines Facebook group, which shares photos, stories, and videos of Des Moines' history.



Figure 26. A photo from the Rehabbers Club Facebook page, showing a previous hands-on window restoration demonstration. (Source: Rehabbers Club Facebook page)

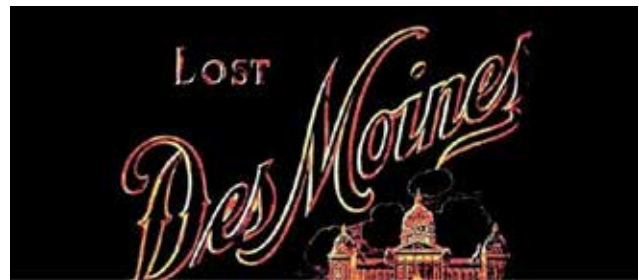


Figure 27. The header image for the "Lost Des Moines" Facebook page. (Source: Lost Des Moines Facebook page)

Education and Awareness: Potential Planning Approaches

- Educate residents about the term "historic preservation" and, more specifically, about the City's historic preservation program.
- Determine the City's role in outreach and engagement within the historic preservation program, including staff time and responsibilities as well as those of the Historic Preservation Commission.
- Provide sources for hands-on preservation training by working with groups such as the Rehabbers Club to resume workshops, partner with local schools, or direct applicants to informative seminars or videos.
- Design educational opportunities to be accessible and available to people of all ages and backgrounds by providing translated resources and incorporating a variety of outreach methods that will be of interest to many people.

CHALLENGES AND OPPORTUNITIES



Figure 28. 6908 Chaffee Road, a building on the Fort Des Moines campus that has been rehabilitated and is in active use. (Source: KKC)



Figure 29. Ding Darling Shelter within Birdland Park has recently been rehabilitated by the Parks Department and is ready for community use. (Source: KKC)



Figure 30. Wherry Block, a National Register designated building (Source: Stacey Hanley)

Historic preservation programs do not operate in a vacuum. The careful integration of historic preservation work into a community's planning efforts and objectives for each City department create a framework for success.

The City's population grew by over 10,000 between 2010 and 2020, and is projected to grow to 265,000 by 2040. *PlanDSM* commits to providing housing and other services and amenities for the increasing population.¹ *PlanDSM* identifies the need to focus on infill and redevelopment, and the City's recent adoption of an updated Zoning and Planning and Design Codes reflect these priorities. However, this growth also presents new challenges to historic preservation. Incorporating preservation objectives into ongoing development efforts will ensure new growth does not continue without respect for the community's existing character.

Contemporary Challenges

Historic preservation programs can also contribute in concrete ways to addressing the social, economic, and material challenges facing the City of Des Moines. They also serve to reflect community values and priorities. The following are specific contemporary issues, identified through the planning process, that are addressed in more detail by recommendations provided in Chapter 4.

Loss of Cultural and Intangible Heritage

Des Moines' historic preservation program, including its regulatory approaches and criteria, mirror to a large degree national

¹ U.S. Census Bureau QuickFacts: Des Moines city, Iowa. (n.d.). Census Bureau QuickFacts. <https://www.census.gov/quickfacts/desmoinescityiowa>

preservation standards and approaches. These serve, almost exclusively, to document and preserve the design, materials, and craftsmanship of tangible man-made resources such as buildings, landscapes, and artifacts. In addition, they are preoccupied with resources that, over time, have retained a high degree of architectural integrity, are exceptional in one way or another, or are associated with Des Moines' majority population.

What is not documented and preserved under this system are intangible cultural and historic resources, nor buildings, landscapes, and artifacts that have not met these traditional standards of integrity and worth. The program as it is currently conceived is also unable to document, protect, and steward cultural practices such as music, art, and culinary practices; nor events, commercial uses, and other assets. In effect, whole swaths of Des Moines' built environment and the city's prolific cultural diversity is not within the purview of the preservation program. This has resulted in a significant loss of historic and cultural resources associated with indigenous people and communities of color.

Fortunately, many new approaches are being pioneered. Des Moines can learn from and customize these, and/or develop its own approaches to be more representative and to serve to support the widest range of resources.

Affordability

Des Moines joins other cities in grappling with rising real estate costs. It seeks to find ways to provide high-quality affordable housing as well as spaces that can accommodate small or nascent business enterprises. At the same time, it recognizes that renovations of historic buildings, increasing property values, and the cost of construction, among other



Figure 31. A recently constructed apartment building. Although the design of the building is successful in many ways, the prevalence of this type of development begs the question of whether more and more of this development type will maintain Des Moines' character. (Source: Google Earth)



Figure 32. 706 20th Street, a small apartment building that could be rehabilitated to preserve existing housing types often considered part of the "missing middle." (Source: KKC)



Figure 33. Stockdale Double House, a local landmark, is an example of a multi-unit historic structure. (Source: Google Earth)

factors, contribute to the increasing costs of development. While the City's historic preservation program recognizes tangible resources through designation as landmarks and historic districts, creating a strategy that finds common ground between affordability and historic buildings has not yet been determined. Considering an adaptive reuse strategy, especially when looking for existing "missing middle" housing types (such as apartments, quadplexes, etc.), or identifying and creating funding initiatives, will help support many citywide goals.

Homogenized Development

Many contemporary redevelopment projects employ a standardized design program that ignores local and regional building traditions and contributes little in the way of dynamism and beauty to the Des Moines cityscape. Creating and employing a range of tools that promote context-sensitive development and emphasize the importance of maintaining, where feasible, the existing building stock will serve to distinguish Des Moines' built environment as unique in the region and nation.

Development Impacts to Landscapes

Des Moines' riverfront corridor is a central landscape in the city. As development pressures along this landscape and along other important landscapes continue due to increased population, protections must be considered to ensure the longevity of these important resources that do not fit the traditional historic designation typology. As previously mentioned, tools that require new development to protect, but also to draw attention to the importance of these unique features, are vital to ensuring the landscape remains a key feature of the City.

Decommissioning of Historic Schools, Churches, Fire Stations and Other Institutions

Deferred maintenance, evolving building requirements, building design specific to certain uses, and demographic shifts pose significant challenges for some of the community's most public-facing and historic buildings. However, where the typical reaction to the decommissioning of these public institutional buildings may be to demolish and leave a vacant site or construct something unrelated to the former use, the City should consider a new strategy. For many neighborhoods, these buildings serve as a visual focal point. Rather than automatically resorting to demolition when the building is underutilized or vacant, a strategy that focuses on the building or site's importance to the community must be developed. In some cases, demolition may still be inevitable; however, some projects may find an opportunity to renovate and reuse part or all of a structure, maintaining the visual focal point and the potential for a community function.

Negative Reputation of Historic Preservation

Preservation has often been seen as a regulatory function that is not responsive to current community needs and aspiration, or that is an elitist activity that only serves certain populations. Through this plan effort, the City recognizes the gaps the current program leaves, especially regarding education around historic preservation, outreach to all community members and accessibility to the historic preservation program. The City must develop a strategy to inform community members about the existing program, while emphasizing the goals of this new Plan, which strive to reach beyond the traditional focus on tangible resources. Singular outreach will not suffice. Instead, regular contact with neighborhood

associations, community groups, students, etc. will begin to reframe the community's understanding of the historic preservation program and work towards building more support for the work to be done.

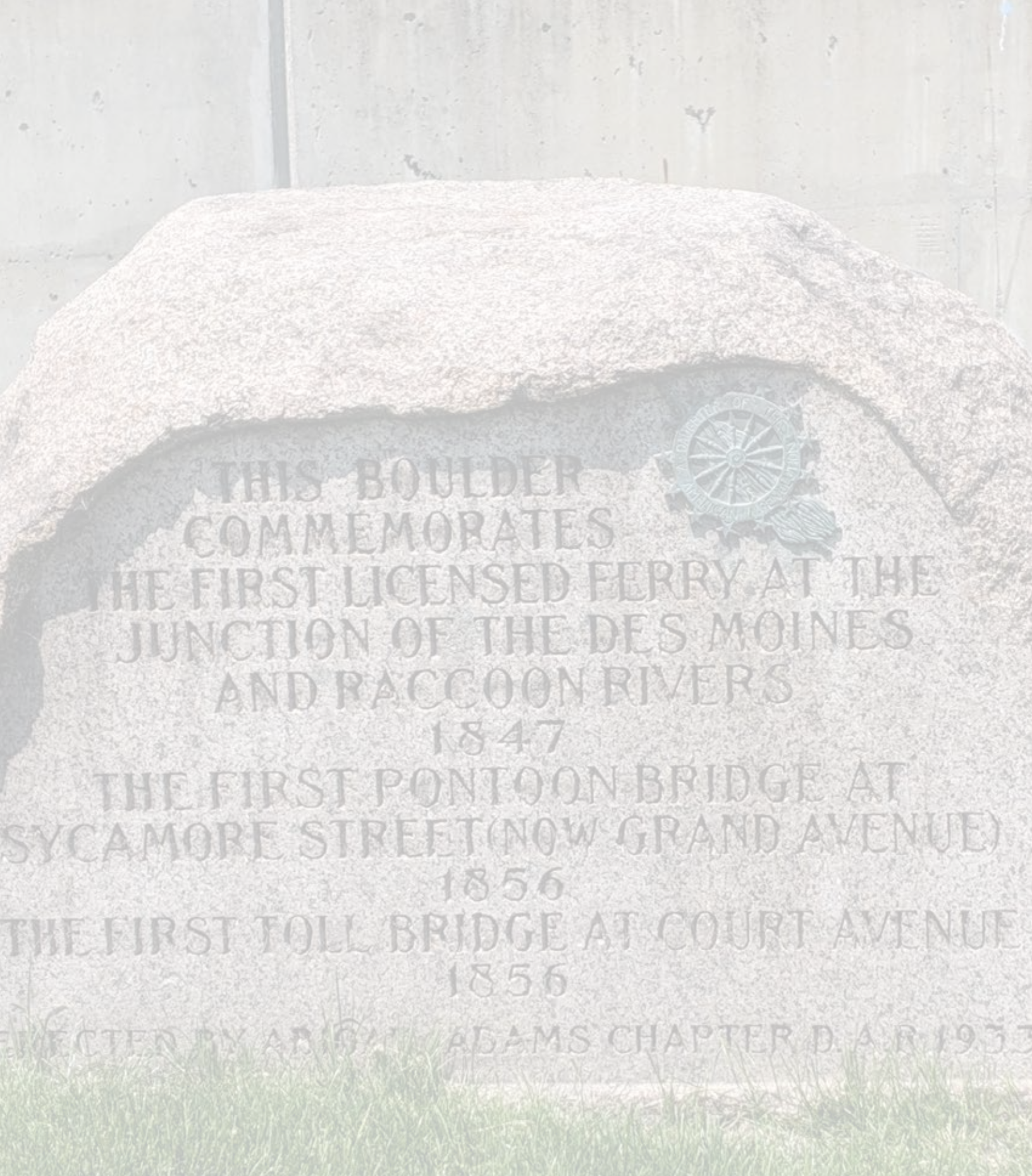
Sense of Belonging

The current set of designated historic landmarks and districts recognizes a particular subset of Des Moines' history. This history is one which many residents cannot relate to. The Plan serves an important role in re-prioritizing the research of stories from all points in time, of all cultural backgrounds and from all perspectives to ensure a more comprehensive look at Des Moines' history. It can also prioritize the celebration, both

formally and informally, of stories, events, and places from all community members to make it clear that the community values all residents, past and present. This shift in the focus of the program, and of the program's goals and priorities, will work in conjunction with many of the other challenges mentioned. Focusing on intangible heritage, on buildings with potential reuse opportunities, and on important landscapes throughout the city begin to expand the reach of the historic preservation program. Coupling these approaches with a robust outreach program will work towards a more comprehensive historic preservation program that can be embraced community-wide.



Figure 34. Downtown skyline (Source: Jacob Couppee)



THIS BOULDER
COMMEMORATES



THE FIRST LICENSED FERRY AT THE
JUNCTION OF THE DES MOINES
AND RACCOON RIVERS

1847

THE FIRST PONTOON BRIDGE AT
SYCAMORE STREET (NOW GRAND AVENUE)

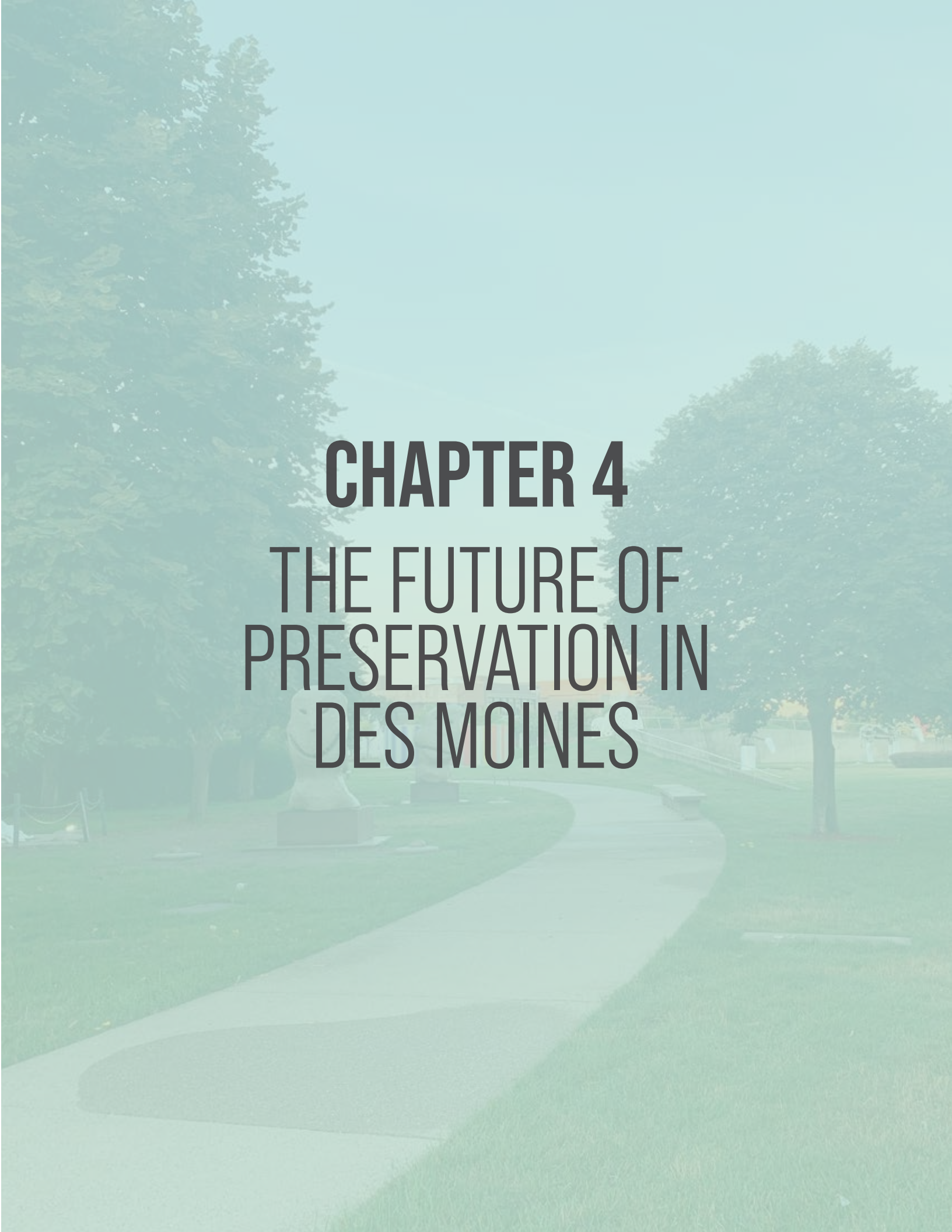
1856

THE FIRST TOLL BRIDGE AT COURT AVENUE

1856

DEDICATED BY ABIGAIL ADAMS CHAPTER D. A. R. 1933

Figure 35. The Grand Avenue Ferry Stone, located at the edge of the Grand Avenue Bridge's northeast corner, this stone commemorates the location of the first licensed crossing of the Des Moines River. (Source: Jacob Couppee)



CHAPTER 4
**THE FUTURE OF
PRESERVATION IN
DES MOINES**

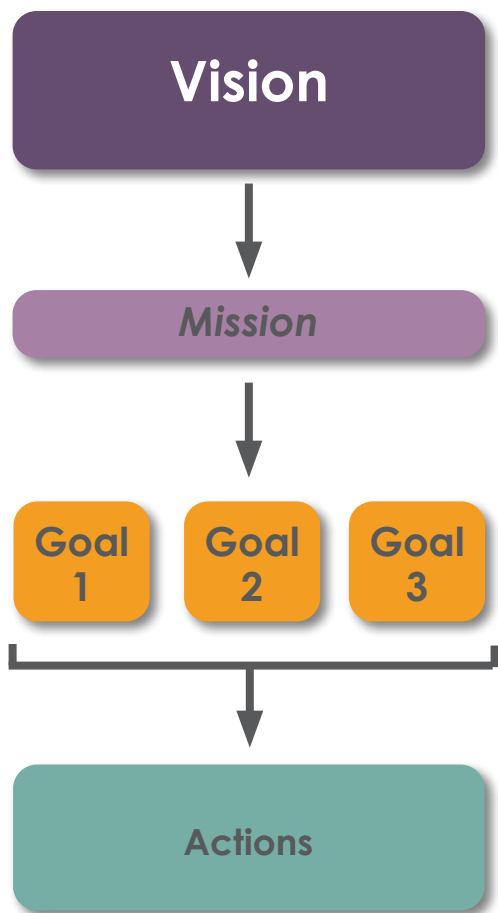


Diagram 1. Diagram illustrating the hierarchy of elements for the Plan recommendations.

This chapter of *ReflectDSM* focuses on the future of the City's historic preservation program and provides a series of key elements that culminate in a set of recommended actions to improve the City's historic preservation program and guide it over the next 10-20 years.

Using input collected throughout the Plan process, a series of elements to guide the Plan was created. This structure is illustrated in Diagram 1 and described below.

Vision

A vision is a broad statement of what a community hopes to be in the future. It offers a picture of that future to provide inspiration, motivation, and a framework for more detailed planning and decision-making. In this case, the vision statement is specific to the City's historic preservation program and was crafted and refined using input from community stakeholders, the Outreach Coordinator Cohort, the Advisory Committee, staff, and consultant expertise.

Mission

While the Vision is intentionally kept short, the Mission elaborates on the Vision to explain how the Vision will guide the City's historic preservation program and will lead to the accomplishment of its goals.

Goals

A goal is a statement of a desired outcome (an "end") toward which efforts are directed. It is expressed through more specific objectives and actions (the "means"). Three key goals guide this Plan.

Actions

Actions are aimed at seizing a specific opportunity or addressing a particular challenge, given limited resources – financial, staffing, and otherwise.

Chapter Cover Photo. Pappajohn Sculpture Park (Source: KKC)

VISION FOR DES MOINES' HISTORIC PRESERVATION PROGRAM

Des Moines values and respects the intangible heritage and tangible places that reflect all its histories to create a vibrant and sustainable community where everyone belongs.

Mission

Des Moines' historic preservation program identifies and protects the cultural and historic resources that define and enliven the city, while deliberately advancing equity. It partners with community members, organizations, and other stakeholders. Through regular and effective engagement strategies, it makes its preservation approaches – regulations, tools, technical assistance, and funding – comprehensible, accessible, and beneficial to all.

GOAL 1: EQUITABLE AND INCLUSIVE

Create an equitable and inclusive preservation program that recognizes and protects all histories and cultures of Des Moines.

This will be achieved by addressing past inequities and exclusion in historic preservation tools; by recognizing both the intangible and tangible resources that reflect Des Moines history and culture; and by reducing or mitigating any barriers to full public participation in the program's process and its benefits.

GOAL 2: COMMUNITY-CENTERED

Fully engage with, listen to, and implement the input of the residents of Des Moines in preservation planning and decision-making. Equip and empower them to save the tangible places and intangible heritage they value most.

This will be achieved through effective community engagement processes; fostering relationships; by making the process more efficient and accessible; by listening to the community and incorporating their feedback; involving community members in survey, documentation, and stewardship; and by providing tools, technical assistance, and funding.

GOAL 3: STRATEGICALLY INTEGRATED

Integrate historic preservation approaches and values, especially those that advance equity and inclusion, into corresponding community revitalization initiatives to drive better outcomes.

This will be achieved through collaboration with a broad range of stakeholders that results in strategic approaches to leverage efforts, investments, tools, and technical assistance for maximum impact.

How to Utilize the Action Statements and Informational Keys

The actions in this chapter are divided between three time frames: near-, mid-, and long-term. Some actions require ongoing work and are noted with an asterisk.

	0-5 Years	5-10 Years	10+ Years
Near-Term	✓		
Mid-Term		✓	
Long-Term			✓

After each action and its detail provided in subactions, a series of informational keys are provided to contextualize the action, relate it back to the key Plan goals and other actions within this chapter, and to indicate who will work to implement the action. The information below explains each of the additional elements paired with the actions.

Goals

After each action, the related goals are noted through an checkmark within a circle. An example is shown below.

<i>Goal 1: Equitable & Inclusive</i>	<i>Goal 2: Community Centered</i>	<i>Goal 3: Strategically Integrated</i>
--	---	---



Related Actions

Some actions are specifically related to other action statements in their topic or tool, or they may be part of a logical implementation sequence. Where one action is related to another, a turquoise box with the action number will follow the action statement.

N2

Lead Organizations and Partners

While the City's Planning and Urban Design Division staff may take the lead on implementing a significant number of the actions, other City departments and partner organizations will also play a role. Non-City entities may be noted as Partners for implementation for some action statements. These potential partners will need to be consulted prior to implementation to determine their capacity and interest.

A corresponding spreadsheet also includes this information as well as the recommended actions. It is formatted for staff to track progress on the actions. This spreadsheet can be found in the Appendices.

NEAR-TERM ACTIONS

This first section, Near-Term Actions, indicates that these recommended Actions should be given highest priority within the first five years following Plan adoption. Actions selected for this category were based on stakeholder, staff, and consultant team input, and on the potential impact of the Actions on the three Plan goals of making the City's historic preservation program Equitable and Inclusive, Community-Centered, and Strategically Integrated.

N1. Operationalize the equity and inclusion statement.

- a. Publish the equity and inclusion statement on the historic preservation webpage.
- b. Conduct annual reviews by evaluating the planning, process, and completion phases of work to-date in order to ensure the equity and inclusion statement remains a central component of all work completed for the Plan.*
- c. Regularly evaluate department programs, policies, and projects to understand their impact on exclusion and inequity. Evaluation of this kind acknowledges that this work is generative and will need to consider evolving standards of diversity, equity, inclusion, and accessibility. The evaluation will listen to and learn from Des Moines community members.*

Goal 1:
Equitable
&
Inclusive

Goal 2:
Community-
Centered

Goal 3:
Strategically
Integrated



- *Lead Agency: City of Des Moines, Development Services*
- *Partner: City of Des Moines, City Manager's Office; City of Des Moines, Communications Office*

* Requires ongoing work.

0-5 Years 5-10 Years 10+ Years

Near-Term

Des Moines Historic Preservation Program Equity Statement

acknowledge

The Development Services Department acknowledges that the City of Des Moines' historic preservation program has not extended the benefits of historic preservation in a manner that values and protects the full range of tangible places and intangible heritage that reflect all the city's histories. It recognizes that, until recently, its protections, incentives, and investments have primarily served those residents and commercial and institutional interests that have the resources, time, and competency to know about and navigate its programs and processes.

reform

The Development Services Department commits to reforming its policies, programs, and practices to be fully understandable and accessible to all residents; to be more inclusively applied across diverse resource types and communities; and to proactively engage residents in research, planning, and decision-making. It will create a program that deliberately creates choices, access, and opportunities for all people.

operationalize

With the adoption of the ReflectDSM Historic Preservation Plan, the Department will institutionalize these reforms through a series of strategic actions that are equitable and inclusive, community-centered, and are committed to collaborative approaches that bring the benefits of historic preservation to all residents.

Telling All Histories: The Potential of Citywide Surveys

In any city, many factors determine what gets surveyed for the purposes of historic preservation. These factors might include large-scale infrastructure projects, real estate developments, or other potential threats to historic resources, as well as citizen advocacy or particular funding opportunities. The resulting surveys, while useful, are often piecemeal, narrowly focused, and related to buildings and districts that have accepted and tangible architectural merit or have traditional historic or cultural associations. What these types of surveys fail to document is the full, diverse, and intersecting histories of the city, especially those not fully apparent in the built environment.

New and innovative approaches to historic surveys are beginning to address these shortcomings. [Discover Denver](#) and [SurveyLA](#) are excellent examples. Both utilize GIS mapping, mobile devices, and crowd-sourced data to directly engage citizens in naming the places they value. While they forfeit the granular, expert resource assessment of traditional surveys, they succeed in identifying and documenting diverse, lesser known, and intangible assets. SurveyLA, the most comprehensive survey of any American city, documented 880,000 land parcels. Discover Denver has similar aspirations but it has only just gotten underway.

These types of comprehensive, city-wide surveys can be a key strategy in creating a more equitable and inclusive preservation program. By documenting all histories, they lay the groundwork for deploying approaches that can preserve all histories.

N2. *Recommit to the survey and research of potential resources throughout Des Moines with the goal of creating a community-led process that highlights stories of underrepresented community groups and less-traditional historic resources.*

- a. Prioritize the research, survey, and designation of sites, buildings, events, protests, festivals, places, etc. that focus on stories of Black, Indigenous, and People of Color (BIPOC), members of the Lesbian, Gay, Bisexual, Transgender (LGBTQ+) community, houseless, and immigrants in Des Moines.
- b. Determine a methodology to directly engage citizens in survey work to identify and protect resources – tangible and intangible – that represent the complete history of Des Moines. This methodology should focus on creating a continuous community dialogue where the City learns from community input.
- c. Develop a systemized way of collecting information, emphasizing community input, and conducting research on important elements of the city to determine the potential for local designation, recognition, and celebration in traditional or non-traditional ways.
- d. Partner with the Greater Public Art Foundation and others to evaluate the impact of existing recognition and designations.
- e. Develop and maintain an online tracking tool to provide a visual representation of the types of stories, histories, and resources that have been highlighted through the survey and designation process.*

** Requires ongoing work.*

Goal 1:
Equitable
&
Inclusive



Goal 2:
Community-
Centered



Goal 3:
Strategically
Integrated

M1

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Neighborhood Services; City of Des Moines, Engineering; City of Des Moines, Parks and Recreation; State Historic Preservation Office (SHPO); Iowa State University (faculty and students); Drake University; Greater Des Moines Public Art Foundation*

N3. Improve the functionality of the City's preservation program tools and processes.

- Conduct regular meetings between department leaders to discuss ongoing and upcoming projects that may directly or indirectly impact historic and cultural resources in the City (designated and/or recognized as important by community members).
- Evaluate staff's capacity to maintain the existing historic preservation program activity and enhance the program's community reach, and identify additional resources as needed.*
- Expand the list of Administratively Approved Certificate of Appropriateness (AACOA) topics to reserve the most complicated and detailed topics for the HPC, while also reducing the number of applications that make it to the HPC meeting to reduce meeting length. Publish this list as a matrix to the historic preservation webpage.
- Evaluate the demolition review process for properties outside local historic districts.

* Requires ongoing work.

Administratively Approved Certificate of Appropriateness (AACOA)

Currently, the City of Des Moines Administratively Approves 16 application types, as outlined on the last page of the [COA application form](#). Expanding this list, especially as more historic resources may be designated and increase the Historic Preservation Commission's review load, will assist in maintaining an efficient review process for all involved.

Additional topics to consider for AACOAs include:

- Any in-kind repair of exterior building materials or features, as well as fence repair or partial reconstruction;
- Changes to the rear facade of the structure, or any facades not visible from the public realm (note that a clear definition would be needed for "public realm");
- The replacement or repair of existing signs, or installation of signs in historically appropriate locations and sizes; and
- Roof mounted and mechanical equipment that is not visible from the public realm.

Many communities publish a matrix to easily distinguish application types that require administrative approval vs. HPC approval, including [St. Charles, IL](#); [Excelsior Springs, MO](#); and [Portsmouth, VA](#).

Fort Des Moines: An Extraordinary History

While survey work often begins at a high level, these efforts can uncover unique histories that contribute to an understanding of the community. Fort Des Moines is one such example, and was designated a National Historic Landmark in 1976 most notably as the first and only training site for black officers and for its associations with the Women's Auxiliary Army Corp (WAAC). Among its few extant buildings are Clayton Hall, built in 1903, which originally housed unmarried officers and later married officers and their families, and the Chapel built in 1910. These buildings were recently named local landmarks by the City of Des Moines. Clayton Hall now houses the [Fort Des Moines Museum and Education Center](#).



Figure 1. Clayton Hall (Source: Presentation for Landmark Review Board, February 2021, completed by Jack Porter and Kelli Lydon)



Figure 2. WAACs in formation in front of their barracks at Fort Des Moines (Source: Fort Des Moines Museum)

These remnant buildings of what was once a 640-acre site with more than 100 buildings organized around a central parade ground are a springboard into the larger story of Fort Des Moines and its resonance in the City of Des Moines, the Civil Rights Movement, women's history, and the nation. In particular, it is a chance to understand and celebrate the important contributions and enduring legacies of the men who made their way to Fort Des Moines as officer candidates. Many were recruited from

Historically Black Colleges and Universities and were among the most highly educated of their generation. Some 639 of them would receive military commissions and another 116 became medical and dental officers. In spite of facing widespread discrimination upon their return from service, they would go on to become leading journalists, civil rights activists, educators, and lawyers. Many returned to Des Moines to start businesses such as the Community Pharmacy on Center Street, the commercial hub of the black community, and the Iowa Bystander published from 1922-1972. Twelve Des Moines lawyers, at least two of whom were Fort Des Moines officers, founded the National Bar Association because they were excluded from the American Bar Association. The National Bar Association continues to serve black lawyers with more than 67,000 members and some 80 chapters across the country.

At Fort Des Moines, historic preservation policies and approaches can help save and steward two historic buildings, but they can also save and steward an exceptional American story that continues to reverberate in Des Moines and the nation today.

- e. Create a diagram to illustrate the Certificate of Appropriateness (COA) process. Design it to be interactive and accessible – available in printed and digital formats, multiple languages, and to include links that direct people to appropriate locations on the City's website.
- f. Update the architectural design guidelines to be clear, concise, and full of visual examples to make interpretation and application as simple as possible for the applicant, staff, and the HPC.
- g. Evaluate the existing COA application process to make it more efficient for residents and staff. This may include publishing more detail on the City's historic preservation webpage and actively promoting a pre-application meeting with staff.
- h. Eliminate the Landmark Review Board. Instead, nominations for local landmarks and alterations to existing landmarks should be part of the HPC's agendas, as needed.
- i. Enhance, and publish to the historic preservation webpage, the City's salvage and documentation policy for historic properties and infrastructure slated for demolition by:
 - i. Creating a clear step-by-step process to assist a property owner in understanding what is expected for the salvage process, including what constitutes "documentation and salvage to the satisfaction of the director";
 - ii. Identifying a staff point of contact to oversee the process and ensure each step is completed before demolition begins;
- iii. Compiling a contact list of local photographers that may be interested and capable of documenting the historic resource before demolition;
- iv. Finding local companies or donation centers willing to receive salvage materials; and
- v. Coordinating with other departments/entities in the creation and maintenance of this policy.
- j. Explore ways to ensure owners of historic buildings adequately maintain the building to prevent demolition by neglect.
- k. Update Chapter 58, Historical Preservation, of the City's Code of Ordinances to:
 - i. Adjust the designation considerations by expanding the criteria for recognizing places of community importance; not limiting the age to consider historic local landmarks to 50 years or older; and giving equal consideration to events, festivals, and other "intangible" resources as physical resources.
 - ii. More clearly articulate the roles and processes of review bodies and individuals involved in the historic preservation program;
 - iii. Extend demolition delay to 120 days to allow an opportunity for salvage; and
 - iv. Clearly define demolition in the ordinance to specify the removal of materials or deconstruction of part or all of a structure, not just the full removal of a structure.

*Goal 1:
Equitable
&
Inclusive*

*Goal 2:
Community-
Centered*

*Goal 3:
Strategically
Integrated*



N8

- *Lead Agency: City of Des Moines, Development Services*
- *Partner: City of Des Moines, City Manager's Office; Habitat for Humanity; Habitat ReStore; 6th Avenue Corridor*

Salvage and Deconstruction Policies and Programs

Developing a sound strategy for salvage often includes encouraging property owners to deconstruct, rather than demolish. Many municipalities adopt a concrete deconstruction and/or salvage policy. Examples include:

- [Milwaukee, WI Deconstruction Ordinance](#)
- [Portland, OR Deconstruction Program](#)
- [San Antonio, TX Deconstruction and Salvage Initiative](#)

N4. *Enhance the existing Historic Preservation Commission to better reflect and learn from the community.*

- a. Enhance the HPC's educational and outreach component by advocating for the historic preservation program and providing additional educational outreach to the community.*
 - i. Continue attending regular neighborhood association meetings for the district in which the HPC member resides to answer questions about the COA process.
 - ii. Provide informational materials to new residents in the neighborhood/historic district.
- b. As future historic districts and cultural resources are designated (and the number of HPC seats increase), consider creating HPC subcommittees to address certain geographic areas or types of resources. These groups could provide an initial review and recommendations of the COA application to be distributed to the full HPC to be used in the report. Reviews should still be coordinated with staff review, meaning additional staff would likely be needed with an increased number of designated historic resources.
- c. Actively work to fill HPC positions with individuals that represent the communities they serve in terms of age, race, gender, socioeconomic background, and heritage by working with neighborhood associations, residents, and other community groups.*

** Requires ongoing work.*

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		

N5

- Lead Agency: City of Des Moines
- Partner: HPC

N5. Enhance the training process for Historic Preservation Commission members.

- Continue scheduling a training session for newly appointed HPC members to meet with staff to review the mission of the HPC, operating procedures, designated historic resources, design guidelines and other resources, and related projects.*
- Host an annual HPC retreat that includes a training refresher for all HPC members.*
- Identify funding opportunities to support sending one or two HPC members to a training and/or conference such as the Commission Assistance and Mentoring Program (CAMP) offered by the NAPC, the Preserve Iowa Summit, or the National Trust for Historic Preservation Conference.*

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		

N4

- Lead Agency: City of Des Moines, Development Services

* Requires ongoing work.

Pre-Application Meeting

Pre-application meetings offer an opportunity for potential applicants to meet with staff and discuss requirements before investing significant time and money into drafting plans that may not be approved.

For the historic preservation program, this means that potential applicants may discuss the requirements of the Certificate of Appropriateness process, and the tools that the Historic Preservation Commission uses to determine whether the proposed project is appropriate. If staff notes that some or all of the proposed project may not be approved, this meeting provides an opportunity to brainstorm potential changes or creative approaches that are more likely to be approved.

Many communities offer, advertise, and highly recommend a pre-application meeting to assist applicants early in their proposal and ensure the review process is as efficient as possible. Some even require a pre-application meeting based on project type, such as Pittsburgh, PA that requires a pre-application meeting for any historic nomination. Communities across the country follow this model of highly encouraging a pre-application meeting for historic preservation review include [Saint Paul, MN](#); [Pittsburgh, PA](#); [Lee County, FL](#); and [Currituck County, NC](#), the last of which even publishes suggested pre-application conference dates.

Increasing Accessibility Through Language Access Plans and Programs

With a growing population that speaks a language other than English at home (19.4% in 2020 and 21.1% in 2021, according to U.S. Census data¹), the City of Des Moines is working to provide more accessible materials, as noted in the Social Equity portion of *PlanDSM*.

This approach applies to the City's historic preservation program as well, which needs increased accessibility in all ways, including the language aspect. Many communities across the country have published Language Access Plans, which typically apply community-wide. Some communities are now taking this a step further to publish Language Access Plans specific to the historic preservation program, an approach the City should consider. Examples include:

- [Nevada State Historic Preservation Office Language Access Plan](#)
- [NYC Landmarks Preservation Commission Language Access Implementation Plan](#)
- [Seattle's Historic Preservation Program - Improved Language Access Services](#)

¹ *Language Spoken At Home, Table S1601 of the American Community Survey Results. (2019 and 2021) <https://data.census.gov/table?q=des+moines+iowa&tid=ACSS1Y2021.S1601>*

N6. Update existing components of the City's website and consider creating new components to more accurately reflect historic preservation-related information.

- a. Create a designated landing page for the historic preservation program, which should include information about the HPC, designated historic resources, design review, funding sources, technical assistance, etc.
 - i. Clearly identify existing funding opportunities on the City's webpage, providing links to other City webpages or external websites as needed. Maintain an internal spreadsheet of funding sources (with detail such as the website, amount, funding cycle, and if a local match is required) to utilize to update this webpage.
 - ii. Determine other City webpages that can be linked back to this historic preservation program landing page.
- b. Update existing webpages with historic preservation-related information.
 - i. Update the Show Me My House webpage's Zoning Category to more easily identify if a property is designated as a historic structure or part of a historic district.
 - ii. Update the Find Neighborhoods tool to more quickly and easily alert a property owner if their property is in a historic district.
 - iii. Include historic preservation maps in the Map Center webpage.

** Requires ongoing work.*

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		
N3	M3	
<ul style="list-style-type: none"> • <i>Lead Agency: City of Des Moines, Development Services</i> • <i>Partners: City of Des Moines, Neighborhood Services; City of Des Moines, City Manager's Office; City of Des Moines, Communications Office; City of Des Moines, Information Technology (IT)</i> 		

N7. Develop an educational strategy and public information campaign accessible to all that informs the community about the historic preservation program.

- Design educational materials to be accessible and available to people of all ages and backgrounds by providing them in multiple formats (digital and print), in multiple languages, and without the use of jargon and "legalese".
- Utilize a variety of outreach methods, including connecting with existing networks and organizations throughout the community, in the public information campaign to reach people of all ages and backgrounds.*

- Commit Development Services staff time to supporting the creation of a public information campaign to clearly define the role and purposes of the program.
- Determine a means to assist community members with historic preservation questions where English is not their first language and translated materials have not been provided on the webpage.
- Ensure the materials include regular updates on the progress of the implementation of this Plan.*

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		
M2	M7	L1
<ul style="list-style-type: none"> • <i>Lead Agency: City of Des Moines, Development Services and City of Des Moines, Communications Office</i> • <i>Partners: City of Des Moines, Neighborhood Services; City of Des Moines, Information Technology (IT); City of Des Moines, City Manager; Neighborhood Associations; Des Moines Public School District; Faith Community</i> 		

* Requires ongoing work.

N8. Increase collaboration with other City departments and programs to ensure work supports the historic preservation program.

- a. Conduct regular meetings with department leaders on ongoing and upcoming projects that may directly or indirectly impact historic and cultural resources in the city. Ensure the City is adequately resourced to serve these projects and advocate for needed resources, as necessary.
- b. Utilize existing mapping tools, and advocate for new tools, to identify geographic patterns of residents availing various City programs. Use this information to strategize and prioritize community outreach efforts in under-served areas including historically marginalized neighborhoods.
- c. Host regular opportunities for City staff to learn more about the history of the city.*
- d. When hosting community events or partnering with other organizations to host or sponsor community events, carefully consider the setting of the event. The setting should be meaningful to the event type and purpose, be inclusive and accessible, and may utilize culturally important buildings, landscapes, or infrastructure to build awareness of the City's historic preservation program.*
- e. Ensure regular communication with Council about the achievements of the historic preservation program.*
- f. Collaborate with all City departments to evaluate historic, City-owned properties.
 - i. Establish an inventory of all historic City-owned properties.
 - ii. Determine if current uses are most productive or if the property would be better used in a different way.
 - iii. Create a policy for City departments for vacating, relocating, and/or moving historic or potentially historic buildings and infrastructure or those of cultural significance. Ensure documentation of the existing structure and site, and evaluation of the proposed new site(s) for relocation are part of the strategy.
 - iv. Where a public facility or space has been decommissioned, work with other City departments, including Facilities and the Office of Economic Development staff to create a strategy to maintain the property as a community-minded place, even if new private development is part of a future use. Consider utilizing an easement or Request for Proposal to lead future development in a way that will preserve the space as partially-public serving.
- g. Continue to collaborate with Neighborhood Services to enhance the impact of its tools and programs on historic properties and culturally significant resources.
 - i. In addition to the established demolition review procedure to determine potential historic significance, work with the Neighborhood Services department and the community to determine whether the property has significance apart from traditional historic value.
 - ii. Help identify alternate sources of funding, such as Community Development Block Grants (CDBG) for rehabilitation and repair projects.

** Requires ongoing work.*

- iii. Advocate for increased funding to programs that address vacant and blighted properties in ways that focus on different geography and groups of people periodically.
- iv. Conduct an annual training refresher for building inspectors specific to historic buildings.*
- h. Collaborate with the Parks Planning Division with ongoing work to rehabilitate Works Progress Administration (WPA) Era Park shelters to ensure the significance of the structure is recognized and preserved, and salvage and relocation are conducted as needed.
- i. Work with the Engineering department on projects impacting historic or potentially historic resources, such as the arched bridge restoration project along University Avenue, to ensure proper documentation and treatment.

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
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N3

- *Lead Agency: City of Des Moines, Development Services and City of Des Moines, Neighborhood Services*
- *Partners: City of Des Moines, Engineering; City of Des Moines, Parks Planning Division; City of Des Moines, City Manager's Office; SHPO; City of Des Moines, Communications Office; City of Des Moines, Facilities; City of Des Moines, Office of Economic Development; InvestDSM*

* Requires ongoing work.

Web-Based Tools

Web-based tools offer numerous opportunities for cities to connect with their citizens, providing a chance for community members to provide input on specific topics, get involved in existing or proposed work, and stay informed about the progress on initiatives and projects. Selecting or creating the appropriate digital tools takes intentional work. Researching tools that other communities have implemented is one step to begin the work of selecting the right tool and design.

Many communities utilize visual performance indicator tools to visualize progress. Some example performance indicators include:

- [Woodbury, MN 2021 Performance Measures Dashboard](#);
- [Fort Collins, CO Community Performance Measurement Dashboard](#); and
- [Kent County, MI Strategic Plan Performance](#).

In addition to being very transparent with reporting progress and results, digital tools offer an opportunity for residents to provide input. [Participatory Asset Mapping](#) is a strategy and process of developing a tool for community members to provide information. This can be done in a variety of ways, including through a city's [GIS platform](#).

[Discover Denver](#) employed an [interactive mapping](#) tool to solicit stories, memories, and photographs from community members of buildings important to them.

MID-TERM ACTIONS

Mid-Term Actions describe implementation steps that are best suited for years 5-10 following Plan adoption. Actions in this category may be of high-interest or high-priority, but require other actions to begin or be completed first; may not have as much of an immediate impact toward accomplishing the goals; or may require additional staffing, partnership building, or funding to accomplish. Ultimately, these Actions work towards making the City's historic preservation program Equitable and Inclusive, Community-Centered, and Strategically Integrated, as established through the three Plan Goals.

M1. Partner with community stakeholders to create a web-based tool for community members to provide historical or cultural information about places, events, and other community features that are important to their experience of and relationship with the city.

- a. Establish and build a relationship with community stakeholder partner(s) that have already begun the work of collecting oral histories, conducting interviews, collecting information, and storing the information.
- b. Determine and advertise multiple ways for community members to provide input including by adding a "pin" to a digital map, commenting, and submitting a non-geolocated written comment.

** Requires ongoing work.*

- c. Optimize the tool for use in the field by community members, staff, elected, and appointed officials. Bring this tool to events throughout the city that staff attends to increase accessibility to the tool.
- d. Create a handout for the public with details about how to access the webtool. This handout could be used by other City departments during outreach events or utilized during routine interactions with the public.
- e. On an annual basis, coordinate with outside community stakeholder partner to present the input to the Historic Preservation Commission (HPC) to identify research needs to further explore, exploring priorities for survey work and potential future designations.*

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		

N2

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Information Technology (IT); City of Des Moines, Communications Office; City of Des Moines, City Manager's Office; Iowa State University (faculty and students); Drake University; Des Moines Public School District; Neighborhood Associations; Des Moines Public Library; Faith Community*

Database of Certificate of Appropriateness Applications

Over the years, the Historic Preservation Commission sees many COA applications. Developing a database to information about completed Certificate of Appropriateness applications may assist with the following:

- Increasing consistency between application decisions;
- Remind HPC members (existing and new) of previous decisions;
- Assisting applicants with an understanding of the process and former COA decisions for similar application types; and
- Informing community members of reviews of neighboring properties.

This database should be widely accessible and frequently updated. The organization of the database could take multiple forms. The following examples provide formats to consider:

- [Historic Conservation Board Archived Cases](#) - City of Cincinnati, OH
- [Landmark Commission Certificates of Appropriateness and Certificates of Demolition](#) - City of Dallas, TX
- [Certificate of Appropriateness Records and Minutes](#) - City of Milwaukee, WI

* Requires ongoing work.

Local Historic Districts vs. National Register Historic Districts

Refer to Chapter 3, pages 33-37 for more information on this distinction.

Conservation Districts

Often considered a "preservation lite" tool, conservation districts offer an opportunity to preserve the character of a neighborhood that may not merit historic designation. Property owner support and design review is still required for properties within a conservation district, but the review often focuses on topics such as building form and setbacks rather than detailed changes to existing building fabric. Like a historic district, specific boundaries must be determined for a conservation district. These may overlap or align with the City's zoning districts, and may be supported by the standards established in the form-based code. Conservation districts often include design guidelines to describe and support the unique characteristics of the specified district, but often focus on new construction, demolition, and additions rather than historic details of a property.

The City of Portland, Oregon, for instance, distinguishes between local historic districts, conservation districts, and National Register districts on their [website](#), and offers [separate design guidelines](#) for historic districts and conservation districts.

M2. Maintain a set of Certificate of Appropriateness informational tools to ensure consistent application review and inform potential applicants of the expectations for approval.

- a. Update the internal database of COA application projects. For each application, this database should include:
 - Location;
 - Link to designation information;
 - Key topics;
 - Relevant design guidelines;
 - Staff recommendations;
 - HPC discussion points; and
 - HPC decisions to use as a means to maintain consistency between decisions of projects of a similar nature.*
- b. After updating the internal COA database, publish a simplified version with an easy-to-navigate visual dashboard to the Historic Preservation webpage for potential applicants to use as a resource.*

Goal 1:
Equitable
&
Inclusive

Goal 2:
Community-
Centered

Goal 3:
Strategically
Integrated



N7

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Neighborhood Services; City of Des Moines, Information Technology (IT); City of Des Moines, Communications Office*

* Requires ongoing work.

M3. Explore the use of new and expanded tools to protect resources of community interest.

- a. Investigate the use of conservation districts in areas not designated as historic, but that are significant to Des Moines' history.
- b. Consider the use of easements and/or the purchase of property by the City or other appropriate entities to preserve important landscapes and sites in the community.
- c. Examine the potential of designating existing National Register districts as local historic districts to provide demolition protection and design review. (Note that if completed, additional staff would be needed to handle this work load.)
- d. Enhance interactions with the real estate community to develop tools that increase awareness of historic properties pre-purchase to ensure property owners are poised to be responsible stewards of the building.
 - i. Develop informational materials for realtors to include when showing homes in a designated historic district or designated as a local landmark.
 - ii. Explore the possibility of adopting a new law that requires seller's disclosure forms for property sales to include a Designated Historic District question.

Seller's Disclosure

During the process to purchase a property, the Seller's Disclosure provides a detailed history of the property to assist the potential buyer in determining whether to go forward with the purchase. This form can also minimize the seller's legal risk after selling the property.

In order to increase the understanding of the history of a property during its sale, some communities have included language that requires the Seller's Disclosure to include detail about the a property's designation as historic landmark or as part of a historic district.

Aurora, Illinois is one such community, and has a [Designated Historic Property Disclosure Form](#) and requires signatures from all parties of sale to acknowledge understanding of historic designation. Bold language also states the requirement of approval from the Preservation Commission prior to beginning exterior work on the property.

A similar Seller's Disclosure process could be explored for local property transactions or at a state level which would require updates to [Chapter 558A, Real Estate Disclosures](#), of the Iowa Code.

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		
N6	M4	

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Legal; Real Estate Community; Iowa State Lawmakers; Other Iowa municipalities; 6th Avenue Corridor*

Utilizing Specific Funding Sources

Identifying and leveraging grants for historic preservation work means searching for a variety of funding sources. In recent years, however, some organizations have created specific grants to fund work that recognizes stories of communities that have historically been underfunded. The two grants below are examples of these types of funds.

Created in 2014, the National Park Service's [Underrepresented Communities Grant Program](#), administered by the Historic Preservation Fund, provides funds to diversify nominations submitted to the National Register of Historic Places. Funding supports research, surveys, inventories, and nominations of sites associated with communities underrepresented in the National Register. Funding amounts vary per year, but over \$6.25 million has been awarded since the creation of the program.

Another grant program, the [African American Cultural Heritage Action Fund](#), was established by the National Trust for Historic Preservation in 2017. This program seeks to preserve sites of African American activism, achievement, and resilience. Thus far, the program has raised \$91 million and supported 242 projects across the country.

M4. Identify and expand the funding opportunities for historic preservation programs and designations, as well as intangible resources.

- a. Explore the creation of a new funding source, or expansion of the criteria of an existing funding source, to specifically fund the preservation of intangible, culturally-significant places as identified by the community.
- b. Use survey findings to bring in city, state, and federal funds and programs to save and rehabilitate historic resources in traditionally marginalized communities.
- c. Investigate other potential funding opportunities to connect community members with, and the possibility of stacking funds, such as:
 - i. Iowa Economic Development Authority;
 - ii. The State Historic Preservation and Cultural and Entertainment (HPCED) Tax Credit Program;
 - iii. Low Income Housing Tax Credits;
 - iv. Neighborhood Finance Corporation;
 - v. Iowa Finance Authority;
 - vi. Home Investment Partnership Program (HOME);
 - vii. National Park Service; and
 - viii. National Trust for Historic Preservation grant programs.

Goal 1:
Equitable
&
Inclusive

Goal 2:
Community-
Centered

Goal 3:
Strategically
Integrated



N6

M3

- Lead Agency: City of Des Moines, Development Services
- Partners: City of Des Moines, Neighborhood Services

* Requires ongoing work.

M5. Highlight the role of historic preservation in promoting missing middle housing in the city's established neighborhoods.

- a. Encourage local developers to renovate or adaptively reuse existing and potentially historic structures as housing by connecting them to financial and technical resources.
- b. Provide visual examples of context-sensitive and appropriate missing middle housing that meet the City's Code, preferably completed by local developers.
- c. Develop a pattern book for Accessory Household Units (AHUs) to provide examples for different neighborhoods and lot types that respond to the context of each historic district.

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
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N7

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Neighborhood Services; Iowa chapter of the American Institute of Architects; Local chapter of American Society of Interior Designers (ASID)*

Pattern Book: Accessory Household Units (AHUs)

A Pattern Book is a tool to help homeowners update their home or property. It often addresses a specific topic and provides context-specific information. For instance, a [Pattern Book for West Des Moines Neighborhoods](#) offers information for property owners about how to update their older homes in a way that maintains the character and integrity.

Similar pattern books can be created specific to other topics, such as AHUs. This could be coupled with the existing regulations in Chapter 134, Zoning, and provide additional context-sensitive standards for AHUs in historic areas of the city and designs that fit the existing standards and are compatible with the character of the neighborhood. This pattern book would also elaborate on the Accessory Structure standards provided in Chapter 135, Planning and Design, Section 135-2.F, Accessory Household Unit (AHU) Building.

For instance, an [Accessory Dwelling Unit Handbook](#) (ADU is another term for an AHU) for a West Denver neighborhood offers a variety of ADU types, floorplans, and details for how to approach constructing an ADU.

Missing Middle Housing

The term "Missing Middle Housing" refers to residential building types that offer multiple units and are designed to be compatible in scale with single-unit buildings in the neighborhood. As shown in the graphic below, Missing Middle Housing covers a range of building types that contribute to creating neighborhoods with a range of housing options and more walkable, human-scaled environments.



Figure 3. Missing Middle Housing Diagram (Source: Missing Middle Housing. Opticos. <https://missingmiddlehousing.com/>)

In addition to creating a visually appealing scale throughout a neighborhood, Missing Middle Housing also provides affordable housing choices. In older neighborhoods and those that are designated as historic or are potentially historic, these housing options may come in a variety of forms. Some building types, such as Figures 4 and 5 below, often consist of duplexes already built to the scale of the neighborhood, and single-family buildings that have been divided into multiple units. Infill development of two or more units can also provide additional housing in these neighborhoods, so long as it is designed to a scale that is compatible with the neighborhood.



Figures 4 and 5. Missing Middle Housing examples - a duplex in Pittsburgh, PA and an originally single-family building in Des Moines, IA that is or could be divided into multiple units (Source: Kendig Keast Collaborative)

M6. Enhance connections with community partners and organizations to support the historic preservation program.

- a. Continue developing an informal contractors list that includes names of local contractors who have completed work on properties in historic districts and/or historic landmarks that can be offered to community members upon request. Include a disclaimer that the City is only compiling contact information and is not endorsing a contractor.*
- b. Connect with the Des Moines Heritage Trust to determine opportunities for partnership. This should include a conversation regarding the possibility of expanding their endangered buildings program to include a new lens for neighborhoods and histories that have not been highlighted in the past.
- c. Establish a Small Developers Network to identify developers that will work at the small scale, typically on infill and rehabilitation projects, and prioritize the importance of historic context.

Goal 1: Equitable & Inclusive	Goal 2: Community-Centered	Goal 3: Strategically Integrated
✓	✓	
L1	L2	

- *Lead Agency: City of Des Moines, Development Services*
- *Partners: City of Des Moines, Neighborhood Services; Des Moines Heritage Trust; Contractors; Development community; Real estate and broker community; Educational trades programs*

M7. Develop and utilize a robust social media campaign to highlight the work of the historic preservation program.

- a. Use this tool to showcase unique stories from the community, historic facts and photos, interviews, funding opportunities and cycles, special events, and opportunities to get involved.*
- b. Consider special opportunities to highlight the historic preservation program through social media platforms, including Preservation Month each May.*

Goal 1: Equitable & Inclusive	Goal 2: Community-Centered	Goal 3: Strategically Integrated
	✓	✓
N7	L1	L2

- *Lead Agency: City of Des Moines, Communications Office*
- *Partners: City of Des Moines, Development Services*



Figure 6. The City of Des Moines highlights and important piece of local history through a Facebook post in February 2022. (Source: City of Des Moines - Government Facebook page)

* Requires ongoing work.

0-5 Years 5-10 Years 10+ Years

Long-Term



Figures 7 and 8. Iowa Architectural Foundation Walking Tour.
(Source: Stacey Hanley)

LONG-TERM ACTIONS

Long-term Actions describe implementation steps that are best suited to occur 10 or more years after Plan adoption. Actions in this category are typically of lower interest and may require additional funding, staff time, or research to accomplish. They may also need to follow the completion of Near- or Mid-Term Actions and, therefore, be better suited for action many years down the road. These Actions work towards one or more of the three Plan Goals: Equitable and Inclusive, Community-Centered, and Strategically Integrated.

L1. Develop and host a range of outreach programs to increase community awareness of the historic preservation program, provide technical assistance, and enhance partnerships.

- a. Partner with community stakeholders to develop a walking tour program that highlights numerous histories of Des Moines.
 - i. Geographically spread tours throughout the city and highlight stories from different communities, cultures, and backgrounds.
 - ii. Strive to conduct each in-person tour at least once per year.*
 - iii. Create a digital version of the tour using an app, such as TravelStories, to provide an opportunity for community members, visitors, and others not physically in Des Moines to learn more about the city and its histories.

** Requires ongoing work.*

- b. Partner with community stakeholders to host a design contest for a plaque or other informational sign that can be added to locations of cultural significance, as identified by the community, that may not meet the criteria for traditional designation but that are important to the community.
- c. Host a regular developer-forum to discuss development challenges in historic districts and areas of cultural importance, which may not include historic district designation. Highlight challenges, successful projects, and areas of opportunity, as well as potential funding assistance and network connections to accomplish context-sensitive adaptive reuse and development throughout the city.*
- d. Arrange a regular bus tour for developers to view and discuss properties of historic and cultural importance, and potential development and adaptive reuse opportunities.*
- e. Partner with community stakeholders to highlight vacant storefronts of historic buildings through the creation of a pop-up program to partner artisans and small businesses with property owners in buildings of historic character, prioritizing those that are located in areas that are cultural centers of the community.
- f. Establish an annual awards program that highlights successful preservation work in the community. Separate awards should be given to work to preserve tangible historic resources and work that highlights and supports intangible resources as identified by the community.*



Historic Preservation Awards

Each year, communities around the country celebrate successes in historic preservation through local or regional awards ceremonies. Awards ceremonies are hosted by a wide range of organizations - non-profits, municipalities, member-driven organizations, etc., but all share a common purpose: these events are opportunities to recognize the year's accomplishments, celebrate historic preservation advocates in the community, and look towards the future. The following list provides a sampling of historic preservation awards ceremonies:

- [Iowa Department of Cultural Affairs](#)
- [Preservation Iowa](#)
- [Madison Trust for Historic Preservation](#)
- [Minneapolis Preservation Awards](#)
- [Edina Heritage Award](#)

* Requires ongoing work.


- g. Provide sources for hands-on preservation training by working with groups such as the Rehabbers Club to resume workshops, partnering with local schools, or directing applicants to informative seminars or videos.
- h. Determine ways in which the City can support the capacity-building and educational outreach of partner organizations, such as Historic Fort Des Moines.

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		
N7	M6	M7

- *Lead Agency: City of Des Moines*
- *Partners: High school students; university students; Des Moines Public Schools District; Iowa State University; Drake University; Des Moines University; Grand View University; Des Moines Area Community College; the Des Moines Heritage Trust; City of Des Moines, IT; City of Des Moines, Communications Office; Iowa Architectural Foundation; Iowa Chapter of the American Institute of Architects; realtors and brokers*

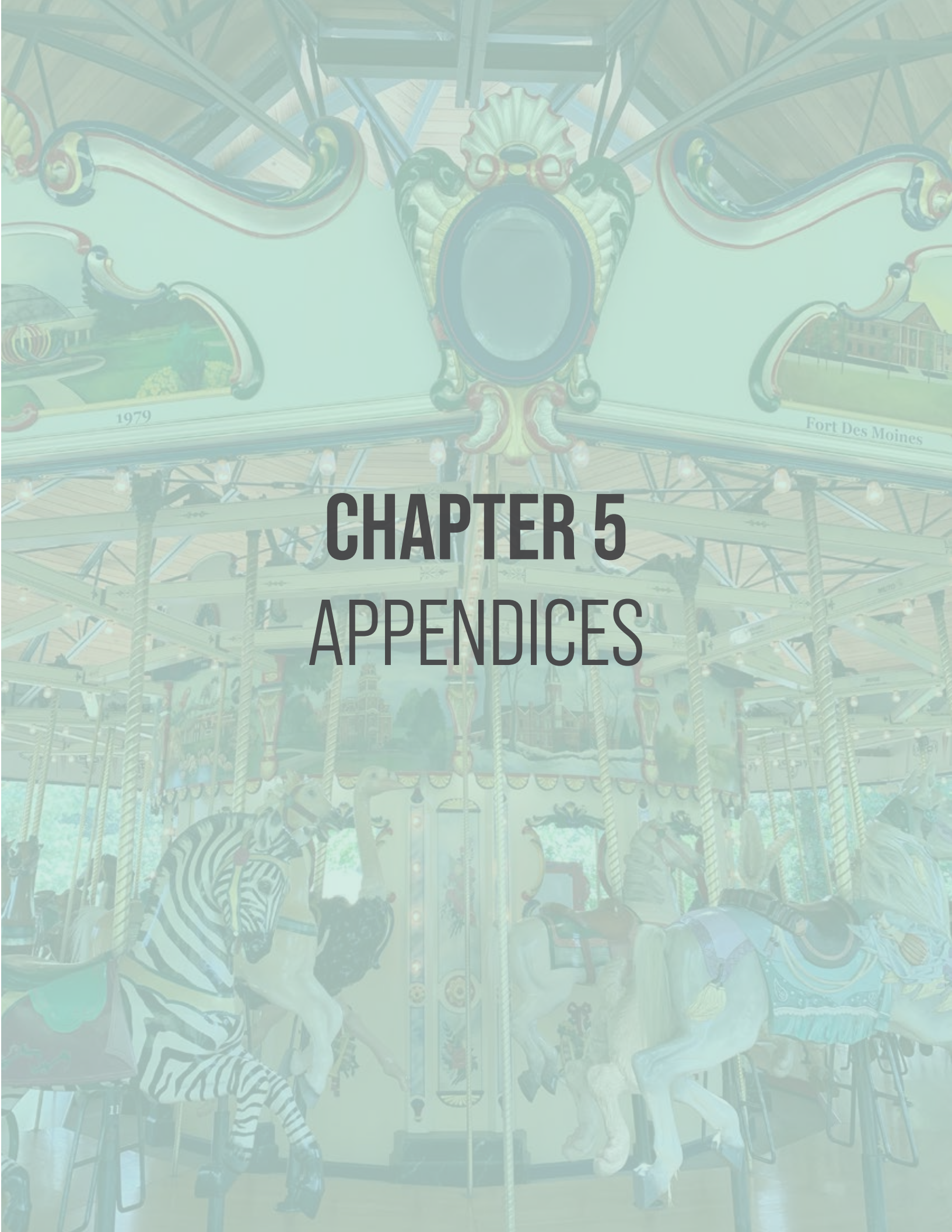
L2. Explore partnerships with area educational institutions to identify opportunities to support and advance the City's historic preservation program.

- a. Partner with a community stakeholder to develop materials to be used in a course – freshman orientation, history, or another related class – at the high school or college level that highlights Des Moines' history.
- b. Support the ongoing research, publication, and outreach of work by educational institutions in the community and region that contribute to the work of the historic preservation program.*
- c. Partner with an educational institution to explore a collaborative process to create historic preservation tools.

Goal 1: Equitable & Inclusive	Goal 2: Community- Centered	Goal 3: Strategically Integrated
		
M6	M7	

- *Lead Agency: City of Des Moines*
- *Partners: High school students; university students; Des Moines Public Schools District; Iowa State University; Drake University; Des Moines University; Grand View University; Des Moines Area Community College*

* Requires ongoing work.



CHAPTER 5
APPENDICES

Chapter Cover Photo. *Heritage Carousel of Des Moines, Union Park (Source: KKC)*

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APPENDIX A: STAKEHOLDER SUMMARY REPORT

Des Moines Citywide Historic Preservation Plan STAKEHOLDER SUMMARY REPORT

September 27, 2022

As part of the first phase of the Citywide Historic Preservation Plan project, the consultant team along with city staff hosted a series of stakeholder and public input meetings to learn more about the existing historic preservation program's successes and challenges, to learn about the values of the community, and to start generating ideas for improving the program in the future. In order to engage as many stakeholders as possible, the consultant team traveled to Des Moines in late May/early June and again in August. Virtual meetings were also held throughout the summer and continuing into late August to meet with additional individuals and stakeholder groups. This Stakeholder Summary Report describes the meetings held by the consultant team along with city staff and provides key findings from each meeting.

Advisory Committee Meetings

The first Advisory Committee meeting was held on June 1, 2022. The Advisory Committee for the Plan consists of a series of individuals that represent a variety of community groups and roles in Des Moines including historic preservation consultants, historians, architects, nonprofit leaders, developers, business owners, contractors, Drake University representatives, Historic Preservation Commission members, city councilors, and city staff. Their diverse experiences and range of interests bring unique perspectives crucial to creating a comprehensive, citywide historic preservation plan. Important to note is that while the initial meeting included 12 committee members, city staff intended to include at least three more individuals who were unable to make this first meeting.



To begin the meeting, a brief introduction to the project, the timeline, and the role of the Advisory Committee was explained by the consultant team. Two questions were then posed to the committee members: "What do you love about Des Moines?" and "What is your preservation concern and/or what do you fear could be lost in Des Moines?" Committee members provided a wide variety of answers including:

- What do you love about Des Moines?
 - » Neighborhood nodes
 - » Adaptive reuse of many structures
 - » Neighborhoods
 - » East Village
 - » It's a big, small town and feels like home
 - » Fabric of the city
 - » Mixed use
 - » Walkability to schools, amenities, local businesses
 - » Gray's Lake including its history and current role
 - » Historic transportation corridors including the street car lines
 - » Park system
 - » Rivers and their role in how the city has evolved, and how citizens recreate



- What is your preservation concern and/or what do you fear could be lost in Des Moines?
 - » Smaller commercial areas that can be difficult to make work financially
 - » Finding necessary financing for preservation work
 - » Structural issues with historic buildings
 - » Worry if community members feel that this is their home and that they belong
 - » Condition of neighborhoods
 - » Inconsistent code enforcement
 - » Intersection of historic preservation and affordability
 - » Demolition of homes that leads to vacant lots in neighborhoods
 - » Language barriers
 - » Rise of corporate ownership of rental housing in neighborhoods
 - » Rental housing regulation
 - » Vinyl siding
 - » Skyrocketing land costs

A second Advisory Committee meeting was held on August 17. Between the first and second in-person Advisory Committee meetings, the consultant team and staff conducted virtual meetings with the three additional Committee members added to the group since the kickoff meeting. These individuals were invited to the second in-person Advisory Committee meeting. During this second Advisory Committee meeting, the consultant team provided a summary of the feedback heard to-date from stakeholders and community members. They also introduced the concept of an equity audit, a key component of the analysis of the existing historic preservation program. The equity audit is discussed more on page 5 of this document, as city staff plays a key role in conducting this audit.

After hearing a summary of the input received to-date, the consultant team posted the question “Is there anything we are missing?” to the Committee members. Three key points that were added during this conversation were:

- It’s important to recognize that a place or a story may have a positive experience for some and negative for others. Finding a way to recognize these differences in how we preserve is crucial to ensuring an equitable program.
- When creating new programs or adjusting existing programs, it’s important to be careful about potential unintended consequences that may add more complication and more time to a system that may become more difficult for residents to access.
- Since historic preservation programs differ in every community, people that are new to the community may not know what the procedures and programs are in Des Moines. Focusing on education will be important to ensuring the success of the historic preservation program.

Historic Preservation Commission

The consultant team attended a Historic Preservation Commission (HPC) meeting on August 17th. Following the typical agenda items where the HPC reviewed applications for Certificates of Appropriateness, the consultant team had an opportunity to discuss the existing historic preservation program with the group. As the HPC regularly uses established historic preservation procedures and applies the tools available for historic preservation, they are a key group to understanding the existing program and its successes and shortcomings. Commissioners provided information on the typical application types received, changes that would help make the process more efficient, potential edits to the guidelines, and ways to reach new residents in historic districts. Commissioners also shared their highest priority action items for the program moving forward which included conducting a citywide survey, providing incentive and grant programs, considering an awards program, and working on stabilization of properties in the near-term.

Outreach Coordinator Cohort

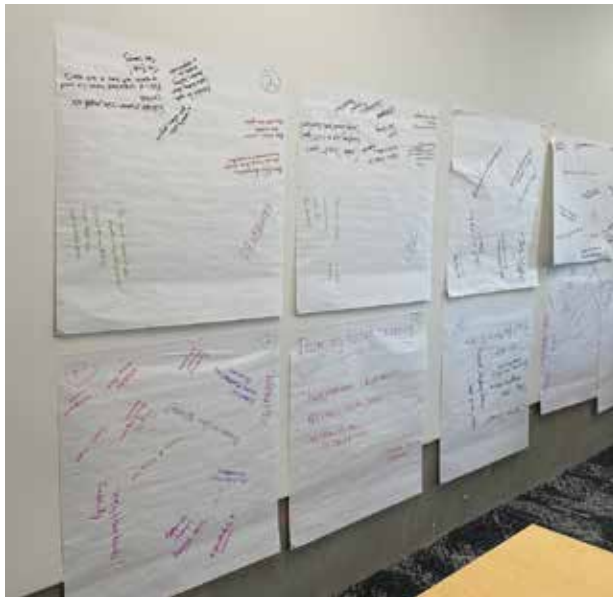
In order to go beyond traditional outreach methods, this project incorporates a group referred to as the Outreach Coordinator Cohort (OCC). This group will consist of up to ten community members, referred to as “ambassadors”, that are tasked with conducting interviews with their family, friends, and neighbors in order to learn more about what they value in Des Moines and what they think the goals of the historic preservation program should be in the years to come. Finding individuals willing to offer their time to serve on this committee has proven to be a challenge. While still working on recruiting ambassadors, a precursor to an official training was held in August, meeting with a series of individuals tapped into different organizations including Embarc, ArtForce Iowa, and the Iowa Office of Latino Affairs. This meeting provided an opportunity to give more information about the goals of the OCC and the responsibilities of the ambassadors. Some of the participants at this meeting were willing to be ambassadors for this outreach effort, and others are working on connecting the project team with other community members who may be interested. A virtual training for the OCC will be held in October before the ambassadors conduct interviews in their communities. The input the OCC collects will contribute to the analysis of the existing historic preservation program and help shape the goals and policies for the future of preservation in Des Moines.

Public Workshop

In order to introduce the community to the project, an open house was held on the evening of Thursday, June 2nd from 5:30pm-7:30pm. The open house began with a short presentation by the consultant team that discussed the existing historic preservation program and its components, goals for the updated plan, how to ensure the Plan is equitable, the project timeline, and opportunities for participation. After the presentation, participants divided into groups of three to five people to discuss three main questions. After spending 10-15 minutes discussing each question, each group shared key points from their discussion. The questions and key points made are included below:

1. What has been lost, almost lost, or is not appreciated?
 - » Shops, small retail, family-owned and neighborhood-based businesses
 - » Center Street
 - » Vitality of parks, especially regarding distribution and equity
 - » Character of neighborhoods including loss of narrow streets, street trees, and sidewalks
 - » The human cost, especially when people are displaced from neighborhoods
 - » Historic schools and churches
 - » Small scale apartment buildings in single-family neighborhoods
 - » Trolley system
 - » Mixed-income neighborhoods
 - » Small, neighborhood grocery stores
 - » Small retail shopping centers

2. In a future Des Moines, what must be protected, re-used, and celebrated?
 - » Neighborhood uniqueness and diversity
 - » Walkable, human scale
 - » Cultural history, including places and stories like Fort Des Moines
 - » Beautiful architecture like 2900 Grand, the former Governors residence; renovations need to be supported
 - » River access and beach activities
 - » Public park options
 - » Activities for youth like roller skating, theaters, bowling, arcades, etc, which should be located in neighborhoods
 - » Walkable, human-scale, mixed-use corridors
 - » Fabric of neighborhoods (invest and stabilize with demo as a last resort)
 - » Tree canopy
 - » Original business districts
 - » Protected bike lanes and safe streets
 - » Affordable housing stock
 - » Multigenerational homes



3. What are the current issues we should be aware of?

- » Affordable housing
- » Exclusivity by design
- » Deconversions of multifamily to single-family homes
- » Transit system
- » Too many zoning type restrictions and single-family only neighborhoods, and use of regulations to keep out low-income people
- » Large, new developments with no individuality
- » Food deserts
- » Education for immigrants
- » Language barriers
- » Adaptive reuse of schools and opportunities for trades training
- » Restoration of vacant buildings for affordable and senior housing
- » Lack of awareness of historic districts for home buyers including no requirement of historic district disclosure for property sales
- » Lack of funding for homeowners for appropriate improvements
- » Lack of know-how for property owners to restore their historic buildings

4. Who should we be talking to?

- » DSM Black Liberation Movement
- » Home Inc
- » Rally Cap Properties
- » AARP
- » Artists
- » Inner-city teachers
- » Long time business owners
- » Ravina Homes
- » Nurses
- » Neighborhood associations
- » Realtors
- » Des Moines Mutual Aid
- » Refugee Alliance

While the conversation among groups and after each of the three questions was extremely productive, only 12 community members attended the meeting. In order to solicit additional feedback, the consultant team is discussing options with staff to engage the community, including the online survey discussed on page 6.

City Departments

Understanding the existing role of city departments in efforts to promote historic preservation and to use preservation as a tool to promote their own goals and policies is crucial to analyzing the successes of and challenges facing the existing program. Over the course of the two in-person trips, the consultant team met with the following city departments:

- Parks and Recreation Department
- Equity Office
- City Facilities
- Sustainability Office
- Development Services Department
- Neighborhood Services Department

Each meeting began with a brief introduction to the project, followed by an opportunity for the staff individuals or group to explain their existing work and how they interface, or do not interface, with historic preservation objectives. Staff provided crucial information and important insights in each meeting including information regarding:

- Use of the Equity Toolkit and important questions to ask during this process
- Historic structures and infrastructure in the City's parks and along its trails, such as park shelters
- Cultural events and festivals throughout the City
- Fort Des Moines' story and development history
- Simultaneous efforts to develop a climate action plan
- Understanding the recently adopted Form Based Code
- Existing funding programs available to neighborhoods and commercial buildings, some focused on designated historic buildings and others available regardless of building age or designation with the sole purpose of keeping a building in good condition

In addition to learning about the programs and procedures currently used by different city departments, a key aspect to this project is an equity audit. This audit focuses on existing historic preservation programs and tools used by the city including the Certificate of Appropriateness (COA) process and designation process. The audit consists of a series of thought-provoking questions which will initially be answered by city staff, and developed into a more thorough report by the consultant team. Ultimately, the audit will provide crucial input to determining the inequities that may currently exist in the city's historic preservation program, and will help lead to identifying solutions to ensuring these inequities do not persist. Once the equity audit and report is completed by staff and the consultant team, it will be presented to the Advisory Committee.

Individual Appointed Officials and Stakeholders

In addition to meeting with the Advisory Committee, city, departments, and the broader public, the consultant team also met with a handful of stakeholder groups including the Black Liberation Movement and the Des Moines Heritage Trust, to understand the work they do and the potential interface with this Plan project. The project team also met with community members that have lived in Des Moines for decades and have an intimate knowledge of the community's history.

Online Survey

The project team recognizes that engaging all stakeholders through in-person meetings is challenging as schedules may not align and people may not hear about meetings until they're completed. In order to continue to provide opportunities for input, an online survey with a set of key focus questions will be available. Links to the survey will be available on the project webpage (https://www.dsm.city/departments/development_services/planning_and_urban_design/historic_preservation_plan.php) and distributed via email to stakeholders that have been involved with the process thus far, encouraging them to distribute the survey to their friends and family. The survey will be available in English and Spanish and will be open for at least one month. Combined with input from the in-person meetings previously described, input from this survey will inform the analysis of the existing historic preservation program and the goals for the future of the program.

APPENDIX B: NATIONAL REGISTER DESIGNATIONS

As noted in Chapter 3, the City of Des Moines has individual historic structures and districts listed in the National Register of Historic Places. The list of districts is noted in Chapter 3, and the individual designations are below. To learn more about the National Register of Historic Places, visit: <https://www.nps.gov/subjects/nationalregister/index.htm>. To read more about the nominations for each of the individual designations, visit: <https://npgallery.nps.gov/NRHP/SearchResults?view=list>.

1. Abraham Lincoln High School
2. Ainsworth, William W. and Elizabeth J., House
3. American Republic Insurance Company Headquarters Building
4. Andrews, Josiah, House
5. Apperson - Iowa Motor Car Company Building
6. Ayrshire Apartments
7. Bailey, William H. and Alice, House
8. Baker, C.H., Double House
9. Baker --Devotie--Hollingsworth Block
10. Baker--Devotie--Hollingsworth Block (boundary increase)
11. Barlett, Walter M., Double House
12. Baum, William A. and Etta, Cottage
13. Beeson, Byron A., House
14. Bell, Hill McClelland, House
15. Benham, F.A., House
16. Boyd, Byron and Ivan, House
17. Boyt Company Building
18. Bryn Mawr Apartments
19. Burns United Methodist Church
20. Burnstein--Malin Grocery
21. Carpenter, James Sansom, House
22. Case, Larned, House
23. Chaffee--Hunter House
24. Chamberlain, D.S., Building
25. Clemens Automobile Company Building
26. Cottage Grove Avenue Presbyterian Church
27. Court Avenue Bridge
28. Crane Building
29. Crawford House
30. Cummins, Albert Baird, House
31. Darling, Jay Norwood and Genevieve Pendleton, House
32. Denny, Professor Charles O., House
33. Des Moines Art Center
34. Des Moines Building
35. Des Moines Fire Department Headquarters--Fire Station No. 1 and Shop Building
36. Des Moines Saddlery Company Building
37. Des Moines Western Railway Freight House
38. Earle & LeBosquet Block
39. Elliott Furniture Company
40. Equitable Life Insurance Company of Iowa Building
41. Evans, Edward B. and Nettie E., House
42. Fire Station No. 4
43. First Methodist Episcopal Church
44. Fish and Game Pavilion and Aquarium
45. Fleming Building
46. Flynn Farm, Mansion, and Barn
47. Flynn--Griffin Building
48. Fort Des Moines Provisional Army Officer Training School
49. Fort Des Moines Provisional Army Officer Training School
50. Franklin Apartments
51. Gabriel, Rees, House
52. Goode, Lowry W., and Hattie N., First North Des Moines House
53. Grand View College (Old Main)
54. Greek Orthodox Church of Saint George
55. Grocers Wholesale Company Building
56. Haley, F.E., Double House
57. Hallett Flat--Rawson & Co. Apartment Building
58. Harbach, L. and Sons Furniture Warehouse and Factory Complex
59. Hatton, Dr. John B. and Anna M., House
60. Hawkeye Insurance Company Building
61. Hawkeye Transfer Company Warehouse
62. Hayes, William B., House
63. Hazen, Allen, Water Tower
64. Henshie--Briggs Row House
65. Herndon Hall
66. Herring Motor Car Company Building
67. Hippee Building
68. Hohberger Building
69. Home Federal Savings and Loan Association of Des Moines Building
70. Home of Marshall's Horseradish

71. Homestead Building
72. Hotel Fort Des Moines
73. Hotel Kirkwood
74. Hotel Randolph
75. Hubbell Building
76. Hubbell Warehouse
77. Iowa Commission for the Blind Building
78. Iowa State Capitol
79. Iowa State Historical Building
80. Iowa-Des Moines National Bank Building
81. Johnson, Capt. Nicholas W. and Emma, House
82. Johnstone, Dr. Anna E. and Andrew A., House
83. Jones, G.W., Building
84. Keeler, Rev. R.W. and Fannie E., House
85. Kirkham, Francis M., House
86. Knotts, Nellie and Thomas, House
87. Kromer Flats
88. Lexington, The
89. Liberty Building
90. Lord, Richard T.C., and William V. Wilcox House
91. Mack-International Motor Truck Corporation Building
92. Mahnke House
93. Maine, The
94. Maish House
95. Masonic Temple of Des Moines
96. Mattes, Minne Y. and Frank P., House
97. Methodist Deaconess Institute -- Esther Hall
98. Municipal Building
99. Muillo Flats
100. National Biscuit Company Building
101. Naylor House
102. New Lawn, The
103. Norman Apartment Building
104. Northwestern Hhotel
105. Odenweller, F.F.--James P. and Nettie Morey House
106. Peak, George B., House
107. Perry and Brainard Block
108. Plymouth Place
109. Polk County Courthouse
110. Public Library of Des Moines
111. Register and Tribune Building
112. Reynolds, Anson O., House
113. Rollins, Ralph, House
114. Rumely--Des Moines Drug Company Building
115. Saint John's Roman Catholic Church
116. Salisbury House
117. Sargent's Garage
118. Savery Hotel
119. Scheibe, Julius, Cottage
120. Schmitt and Henry Manufacturing Company
121. Scott, Mary A. and Caleb D., House
122. Scottish Rite Consistory Building
123. Seth Richards Commercial Block
124. Sherman, Hoyt, Place
125. Sherman, Lampson P., House
126. Simmons, John P. House
127. Smouse, David W., Opportunity School
128. Southeast Water Trough
129. Southwest Fifth St. Bridge
130. St. Ambrose Cathedral and Rectory
131. St. Paul's Episcopal Church
132. Standard Glass and Paint Company Building
133. Stevenson, Samuel A. and Margaret, House
134. Stoner, Thomas I., House
135. Stuart, Dr. Richard and Paulina, House
136. Studebaker Corporation Branch Office Building
137. Syndicate Block
138. Taft--West Warehouse
139. Teachout Building
140. Terrace Hill
141. Terrace Hill
142. Terrace Hill
143. Theodore Roosevelt High School
144. Trent--Beaver House
145. Trinity Methodist Episcopal Church
146. Turner, Susie P., Double House
147. Vail, Mrs. Marian D.--Prof. Charles Noyes Kinney Hosue
148. Wallace, Henry, House
149. Walnut Tire and Battery Company-Globe Publishing Company Building
150. Warfield, Pratt and Howell Company Warehouse
151. Weltz, Charles H. and Lena May, House
152. West Chester
153. Wherry Block
154. Youngerman Block
155. Younker Brothers Department Store
156. Younker Brothers Department Store (Boundary Decrease)

APPENDIX C: PROJECT INFORMATION DISTRIBUTION METHOD

Throughout the Plan process, numerous outreach methods were utilized to distribute information, such as draft Plan documents, and inform community members of opportunities to participate in the process, such as community surveys. The list below, and the documents in this appendix detail the methods used:

- Press Releases
- Notice + link on City website
- Two press interviews – Little Village Mag and Des Moines Register
- City social media (Facebook, Instagram, Twitter, LinkedIn) – multiple postings
- Development Services newsletter
- Notice + link on City website
- Historic Preservation Plan email subscription list
- Historic Preservation Commission email subscription
- Presentation to UDRB with request to share with colleagues/other interested parties
- Presentation to HPC with request to share with colleagues/other interested parties
- Presentation to HPP Advisory Committee with request to share with colleagues/other interested parties
- HPP Community Outreach Cohort sharing city-wide survey
- Neighborhood Associations via flyers at Neighborhood events
- Email distribution with information to share survey sent to anyone who has participated in any part of the Historic Preservation Planning process
- "Neighborhood Update" newsletter is delivered to all of our neighborhood associations, as well as City Council, some local reporters and civic-minded residents.
- "CDM Update" email newsletter is delivered to all City of Des Moines employees, including City Council, DMPL staff, and WRA staff.

Public Input Needed for Historic Preservation Plan

The City is in the process of updating the Historic Preservation Plan and is seeking public input through [an online survey](#) (also available in [Spanish](#)). The survey responses will be used to shape the preservation plan and are a critical part of this planning effort.

If you would like to learn more about the Historic Preservation Plan and the planning process, please sign up for email notifications by visiting [subscribe.DSM.city](#) and selecting "Historic Preservation Plan Updates."

We will also be posting updates on the Historic Preservation Plan website at [DSM.city/HistoricPreservationPlan](#) so be sure to check in regularly.



The first Historic Preservation Plan for the City of Des Moines, written in 1995, laid the groundwork for a preservation program and recognizes the importance of historic resources, partnerships, and tools to protect historic areas of Des Moines. The updated plan will build on the success of the previous plan, the work completed by City staff, the Historic Preservation Commission, and the preservation community in the City of Des Moines. This work will address contemporary preservation plan topics including midcentury modern buildings, intangible historic and cultural resources, and creating an equitable plan. The Plan is anticipated to be completed by Summer of 2023.

The City is committed to an inclusive planning process that engages diverse audiences via multiple communication strategies/languages, while building new and strengthening existing partnerships. Refer to the website for the schedule and public input and engagement opportunities. The webpage will be updated with locations and times of public meetings, draft documents, and other information as the project progresses.

Figure 1. *The Neighborhood Update, distributed in September 2022, to inform community members of the opportunity to participate in the public survey.*

Public Input Needed for Historic Preservation Plan

The Development Services department is currently leading an effort to update and build on the success of our citywide Historic Preservation Plan. This work will address contemporary preservation plan topics including midcentury modern buildings, intangible historic and cultural resources, and creating an equitable plan. The Plan is anticipated to be completed by Summer of 2023.



At the moment, the team is trying to capture feedback from as much of the Des Moines community as possible. Survey responses will be used to shape the preservation plan and are a critical part of this planning effort. If you know of anyone who might be interested in our historic preservation work, please encourage them to visit DSM.city/HistoricPreservationPlan to learn more and take the survey.

Figure 2. The CDM Update, distributed in September 2022, to inform community members of the opportunity to participate in the public survey.

APPENDIX D: ACTION IMPLEMENTATION MATRIX

Action Number		Goals			Timing (*ongoing)	Implementing Organization(s)		Progress	Staff Notes
		Goal 1	Goal 2	Goal 3		Lead Agency	Partner(s)		
		Equitable + Inclusive	Community-Centered	Strategically-Integrated					
Equity Statement									
N1	<p>Operationalize the equity and inclusion statement.</p> <p><i>Publish the equity and inclusion statement on the historic preservation webpage.</i></p> <p><i>Conduct annual reviews by evaluating the planning, process, and completion phases of work to-date in order to ensure the equity and inclusion statement remains a central component of all work completed for the Plan.*</i></p> <p><i>Regularly evaluate department programs, policies, and projects to understand their impact on exclusion and inequity. Evaluation of this kind acknowledges that this work is generative and will need to consider evolving standards of diversity, equity, inclusion, and accessibility. The evaluation will listen to and learn from Des Moines community members.*</i></p>				NEAR-TERM (0-5 Years)	City of Des Moines, Development Services	City of Des Moines, City Manager's Office; City of Des Moines, Communications Office		
Information Gathering									
M1	<p>Partner with community stakeholders to create a web-based tool for community members to provide historical or cultural information about places, events, and other community features that are important to their experience of and relationship with the City.</p> <p><i>Establish and build a relationship with community stakeholder partner(s) that have already begun the work of collecting oral histories, conducting interviews, collecting information, and storing the information.</i></p> <p><i>Determine and advertise multiple ways for community members to provide input including by adding a "pin" to a digital map, commenting, and submitting a non-geolocated written comment.</i></p> <p><i>Optimize the tool for use in the field by community members, staff, elected, and appointed officials. Bring this tool to events throughout the city that staff attends to increase accessibility to the tool.</i></p> <p><i>Create a handout for the public with details about how to access the webtool. This handout could be used by other City departments during outreach events or utilized during routine interactions with the public.</i></p> <p><i>On an annual basis, coordinate with outside community stakeholder partner to present the input to the Historic Preservation Commission (HPC) to identify research needs to further explore, exploring priorities for survey work and potential future designations.*</i></p>				MID-TERM (5-10 Years)	City of Des Moines, Development Services	City of Des Moines, Information Technology (IT); City of Des Moines, Communications Office; City of Des Moines, City Manager's Office; Iowa State University (faculty and students); Drake University; Des Moines Public School District; Neighborhood Associations; Des Moines Public Library; Faith Community		
Survey and Designation									
N2	<p>Recommit to the survey and research of potential resources throughout Des Moines with the goal of creating a community-led process that highlights stories of underrepresented community groups and less-traditional historic resources.</p>								

<p><i>Prioritize the research, survey, and designation of sites, buildings, events, protests, festivals, places, etc. that focus on stories of Black, Indigenous, and People of Color (BIPOC), members of the Lesbian, Gay, Bisexual, Transgender (LGBTQ+) community, houseless, and immigrants in Des Moines.</i></p> <p><i>Determine a methodology to directly engage citizens in survey work to identify and protect resources – tangible and intangible – that represent the complete history of Des Moines. This methodology should focus on creating a continuous community dialogue where the City becomes students of community input.</i></p> <p><i>Develop a systemized way of collecting information, emphasizing community input, and conducting research on important elements of the city to determine the potential for local designation, recognition, and celebration in traditional or non-traditional ways.</i></p> <p><i>Partner with the Greater Public Art Foundation and others to evaluate the impact of existing recognition and designations.</i></p> <p><i>Develop and maintain an online tracking tool to provide a visual representation of the stypes of stories, histories, and resources that have been highlighted through the survey and designation process.*</i></p>				NEAR-TERM (0-5 Years)	City of Des Moines, Development Services	City of Des Moines, Neighborhood Services; City of Des Moines, Engineering; City of Des Moines, Parks and Recreation; State Historic Preservation Office (SHPO); Iowa State University (faculty and students); Drake University; Greater Des Moines Public Art Foundation
Education and Outreach						
<p>N6</p> <p>Update existing components of the City’s website and consider creating new components to more accurately reflect historic preservation-related information.</p> <p><i>Create a designated landing page for the historic preservation program, which should include information about the HPC, designated historic resources, design review, funding sources, technical assistance, etc.</i></p> <p><i>Clearly identify existing funding opportunities on the City’s webpage, providing links to other City webpages or external websites as needed.</i></p> <p><i>Maintain an internal spreadsheet of funding sources (with detail such as the website, amount, funding cycle, and if a local match is required) to utilize to update this webpage.</i></p> <p><i>Determine other City webpages that can be linked back to this historic preservation program landing page.</i></p> <p><i>Update existing webpages with historic preservation-related information.</i></p> <p><i>Update the Show Me My House webpage’s Zoning Category to more easily identify if a property is designated as a historic structure or part of a historic district.</i></p> <p><i>Update the Find Neighborhoods tool to more quickly and easily alert a property owner if their property is in a historic district.</i></p> <p><i>Include historic preservation maps in the Map Center webpage.</i></p>				NEAR-TERM (0-5 Years)	City of Des Moines, Development Services	City of Des Moines, Neighborhood Services; City of Des Moines, City Manager’s Office; City of Des Moines, Communications Office; City of Des Moines, Information Technology (IT)
<p>N7</p> <p>Develop an educational strategy and public information campaign accessible to all that informs the community about the historic preservation program.</p> <p><i>Design educational materials to be accessible and available to people of all ages and backgrounds by providing them in multiple formats (digital and print), in multiple languages, and without the use of jargon and "legalese".</i></p> <p><i>Utilize a variety of outreach methods, including connecting with</i></p>					City of Des Moines,	City of Des Moines, Neighborhood Services; City of Des Moines, Information

	<p>existing networks and organizations throughout the community, in the public information campaign to reach people of all ages and backgrounds.*</p> <p>Commit Development Services staff time to supporting the creation of a public information campaign to clearly define the role and purposes of the program.</p> <p>Determine a means to assist community members with historic preservation questions where English is not their first language and translated materials have not been provided on the webpage.</p> <p>Ensure the materials include regular updates on the progress of the implementation of this Plan.*</p>				NEAR-TERM (0-5 Years)	Development Services; City of Des Moines, Communications Office	Technology (IT); City of Des Moines, City Manager; Neighborhood Associations; Des Moines Public School District; Faith Community
M2	<p>Maintain a set of Certificate of Appropriateness informational tools to ensure consistent application review and inform potential applicants of the expectations for approval.</p> <p>Update the internal database of COA application projects. For each application, this database should include location, link to designation information, key topics, relevant design guidelines, staff recommendations, HPC discussion points, and HPC decisions to use as a means to maintain consistency between decisions of projects of a similar nature.*</p> <p>After updating the internal COA database, publish a simplified version to the Historic Preservation webpage for potential applicants to use as a resource. Incorporate a mapping component and dashboard in a format similar to the Blitz on Blight webpage.*</p>				MID-TERM (5-10 Years)	City of Des Moines, Development Services	City of Des Moines, Neighborhood Services; City of Des Moines, Information Technology (IT); City of Des Moines, Communications Office
M5	<p>Highlight the role of historic preservation in promoting missing middle housing in the city's established neighborhoods.</p> <p>Encourage local developers to renovate or adaptively reuse existing and potentially historic structures as housing by offering tax credits and other financial incentives.</p> <p>Provide visual examples of context-sensitive and appropriate missing middle housing that meet the City's Code, preferably completed by local developers.</p> <p>Develop a pattern book for Accessory Household Units (AHUs) to provide examples for different neighborhoods and lot types that respond to the context of each historic district.</p>				MID-TERM (5-10 Years)	City of Des Moines, Development Services	City of Des Moines, Neighborhood Services; Iowa chapter of the American Institute of Architects; Local chapter of American Society of Interior Designers (ASID)
M7	<p>Develop and utilize a robust social media campaign to highlight the work of the historic preservation program.</p> <p>Use this tool to showcase unique stories from the community, historic facts and photos, interviews, funding opportunities and cycles, special events, and opportunities to get involved.*</p> <p>Consider special opportunities to highlight the historic preservation program through social media platforms, including Preservation Month each May.*</p>				MID-TERM (5-10 Years)	City of Des Moines, Communications Office	City of Des Moines, Development Services
L1	<p>Develop and host a range of outreach programs to increase community awareness of the historic preservation program, provide technical assistance, and enhance partnerships.</p> <p>Partner with community stakeholders to develop a walking tour program that highlights numerous histories of Des Moines: Geographically spread tours throughout the city and highlight stories</p>						

<p><i>Strive to conduct each in-person tour at least once per year.* Create a digital version of the tour using an app, such as TravelStorys, to provide an opportunity for community members, visitors, and others not physically in Des Moines to learn more about the city and its histories.</i></p> <p><i>Partner with community stakeholders to host a design contest for a plaque or other informational sign that can be added to locations of cultural significance, as identified by the community, that may not meet the criteria for traditional designation but that are important to the community.</i></p> <p><i>Host a regular developer-forum to discuss development challenges in historic districts and areas of cultural importance, which may not include historic district designation. Highlight challenges, successful projects, and areas of opportunity, as well as potential funding assistance and network connections to accomplish context-sensitive adaptive reuse and development throughout the city.*</i></p> <p><i>Arrange a regular bus tour for developers to view and discuss properties of historic and cultural importance, and potential development and adaptive reuse opportunities.*</i></p> <p><i>Partner with community stakeholders to highlight vacant storefronts of historic buildings through the creation of a pop-up program to partner artisans and small businesses with property owners in buildings of historic character, prioritizing those that are located in areas that are cultural centers of the community.</i></p> <p><i>Establish an annual awards program that highlights successful preservation work in the community. Separate awards should be given to work to preserve tangible historic resources and work that highlights and supports intangible resources as identified by the community.*</i></p> <p><i>Provide sources for hands-on preservation training by working with groups such as the Rehabbers Club to resume workshops, partnering with local schools, or directing applicants to informative seminars or videos.</i></p> <p><i>Determine ways in which the City can support the capacity-building and educational outreach of partner organizations, such as Historic Fort Des Moines.</i></p>				<p>LONG-TERM (10+ Years)</p> <p>Cty of Des Moines</p>	<p>High school students; university students; Des Moines Public Schools District; Iowa State University; Drake University; Des Moines University; Grand View University; Des Moines Area Community College; the Des Moines Heritage Trust; City of Des Moines, Information Technology (IT); City of Des Moines, Communications Office; Iowa Architectural Foundation; Iowa Chapter of the American Institute of Architects; realtors and brokers</p>
Existing and New Partnerships					
<p>M6</p>	<p>Enhance connections with community partners and organizations to support the historic preservation program.</p> <p><i>Continue developing an informal contractors list that includes names of local contractors who have completed work on properties in historic districts and/or historic landmarks that can be offered to community members upon request. Include a disclaimer that the City is only compiling contact information and is not endorsing a contractor.*</i></p> <p><i>Connect with the Des Moines Heritage Trust to determine opportunities for partnership. This should include a conversation regarding the possibility of expanding their endangered buildings program to include a new lens for neighborhoods and histories that have not been highlighted in the past.</i></p>			<p>MID-TERM (5-10 Years)</p> <p>City of Des Moines</p>	<p>City of Des Moines, Neighborhood Services; Des Moines Heritage Trust; Contractors; Development community; Real estate and broker community;</p>

	<p><i>Establish a Small Developers Network to identify developers that will work at the small scale, typically on infill and rehabilitation projects, and prioritize the importance of historic context.</i></p>					Educational trades programs	
L2	<p>Explore partnerships with area educational institutions to identify opportunities to support and advance the City's historic preservation program.</p> <p><i>Partner with a community stakeholder to develop materials to be used in a course – freshman orientation, history, or another related class – at the high school or college level that highlights Des Moines' history.</i></p> <p><i>Support the ongoing research, publication, and outreach of work by educational institutions in the community and region that contribute to the work of the historic preservation program.*</i></p> <p><i>Partner with an educational institution to explore a collaborative process to create historic preservation tools.</i></p>				LONG-TERM (10+ Years)	City of Des Moines	High school students; university students; Des Moines Public Schools District; Iowa State University; Drake University; Des Moines University; Grand View University; Des Moines Area Community College
Historic Preservation Funding and Tools							
M3	<p>Explore the use of new and expanded tools to protect resources of community interest.</p> <p><i>Investigate the use of conservation districts in areas not designated as historic, but that are significant to Des Moines' history.</i></p> <p><i>Consider the use of easements and/or the purchase of property by the City to preserve important landscapes and sites in the community.</i></p> <p><i>Examine the potential of designating existing National Register districts as local historic districts to provide demolition protection and design review. (Note that if completed, additional staff would be needed to handle this work load.)</i></p> <p><i>Enhance interactions with the real estate community to develop tools that increase awareness of historic properties pre-purchase to ensure property owners are poised to be responsible stewards of the building:</i></p> <p><i>Develop informational materials for realtors to include when showing homes in a designated historic district or designated as a local landmark.</i></p> <p><i>Explore the possibility of adopting a new law that requires seller's disclosure forms for property sales to include a Designated Historic District question.</i></p>				MID-TERM (5-10 Years)	City of Des Moines, Development Services	City of Des Moines, Legal; Real Estate Community; Iowa State Lawmakers; Other Iowa municipalities
M4	<p>Identify and expand the funding opportunities for historic preservation programs and designations, as well as intangible resources.</p> <p><i>Explore the creation of a new funding source, or expansion of the criteria of an existing funding source, to specifically fund the preservation of intangible, culturally-significant places as identified by the community.</i></p> <p><i>Use survey findings to bring in city, state, and federal funds and programs to save and rehabilitate historic resources in traditionally marginalized communities.</i></p>				MID-TERM (5-10 Years)	City of Des Moines, Development	City of Des Moines, Neighborhood Services

Investigate other potential funding opportunities to connect community members with, and the possibility of stacking funds, such as Iowa Economic Development Authority; the State Historic Preservation and Cultural and Entertainment (HPCED) Tax Credit Program; Low Income Housing Tax Credits; Neighborhood Finance Corporation; Iowa Finance Authority; Home Investment Partnership Program; and National Trust for Historic Preservation grant programs.

Services

Services

Program Administration and Internal Collaboration

N3

Improve the functionality of the City's preservation program tools and processes.

Conduct regular meetings between department leaders to discuss ongoing and upcoming projects that may directly or indirectly impact historic and cultural resources in the City (designated and/or recognized as important by community members).

Evaluate staff's capacity to maintain the existing historic preservation program activity and enhance the program's community reach, and identify additional resources as needed.*

Expand the list of Administratively Approved Certificate of Appropriateness (AACOA) topics to reserve the most complicated and detailed topics for the HPC, while also reducing the number of applications that make it to the HPC meeting to reduce meeting length. Publish this list as a matrix to the historic preservation webpage.

Evaluate the demolition review process for properties outside local historic districts.

Create a diagram to illustrate the Certificate of Appropriateness (COA) process. Design it to be interactive and accessible – available in printed and digital formats, multiple languages, and to include links that direct people to appropriate locations on the City's website.

Update the architectural design guidelines to be clear, concise, and full of visual examples to make interpretation and application as simple as possible for the applicant, staff, and the HPC.

Evaluate the existing COA application process to make it more efficient for residents and staff. This may include publishing more detail on the City's historic preservation webpage and actively promoting a pre-application meeting with staff.

Eliminate the Landmark Review Board. Instead, nominations for local landmarks and alterations to existing landmarks should be part of the HPC's agendas, as needed.

Enhance, and publish to the historic preservation webpage, the City's salvage and documentation policy for historic properties and infrastructure slated for demolition by:

Creating a clear step-by-step process to assist a property owner in understanding what is expected for the salvage process, including what constitutes "documentation and salvage to the satisfaction of the director";

Identifying a staff point of contact to oversee the process and ensure each step is completed before demolition begins;

NEAR-TERM
(0-5 Years)

City of Des Moines,
Development Services

City of Des Moines,
City Manager's Office

<p><i>Compiling a contact list of local photographers that may be interested and capable of documenting the historic resource before demolition; Finding local companies or donation centers willing to receive salvage materials; and Coordinating with other departments/entities in the creation and maintenance of this policy.</i></p> <p><i>Explore ways to ensure owners of historic buildings adequately maintain the building to prevent demolition by neglect.</i></p> <p><i>Update Chapter 58, Historical Preservation, of the City's Code of Ordinances to:</i></p> <p><i>Adjust the designation considerations by expanding the criteria for recognizing places of community importance; not limiting the age to consider historic local landmarks to 50 years or older; and giving equal consideration to events, festivals, and other "intangible" resources as physical resources.</i></p> <p><i>More clearly articulate the roles and processes of review bodies and individuals involved in the historic preservation program;</i></p> <p><i>Extend demolition delay to 120 days to allow an opportunity for salvage; and</i></p> <p><i>Clearly define demolition in the ordinance to specify the removal of materials or deconstruction of part or all of a structure, not just the full removal of a structure.</i></p>				
<p>N4 Enhance the existing Historic Preservation Commission to better reflect and learn from the community.</p> <p><i>Enhance the HPC's educational and outreach component by advocating for the historic preservation program and providing additional educational outreach to the community.*</i></p> <p><i>Continue attending regular neighborhood association meetings for the district in which the HPC member resides to answer questions about the COA process.</i></p> <p><i>Provide informational materials to new residents in the neighborhood/historic district.</i></p> <p><i>As future historic districts and cultural resources are designated (and the number of HPC seats increase), consider creating HPC subcommittees to address certain geographic areas or types of resources. These groups could provide an initial review and recommendations of the COA application to be distributed to the full HPC to be used in the report. Reviews should still be coordinated with staff review, meaning additional staff would likely be needed with an increased number of designated historic resources.</i></p> <p><i>Actively work to fill HPC positions with individuals that represent the communities they serve in terms of age, race, gender, socioeconomic background, and heritage by working with neighborhood associations, residents, and other community groups.*</i></p>				<p>NEAR-TERM (0-5 Years)</p> <p>City of Des Moines</p> <p>HPC</p>
<p>N5 Enhance the training process for Historic Preservation Commission members.</p> <p><i>Continue scheduling a training session for newly appointed HPC members to meet with staff to review the mission of the HPC, operating procedures, designated historic resources, design guidelines and other resources, and related projects.*</i></p>				<p>City of Des</p>

	<p><i>Host an annual HPC retreat that includes a training refresher for all HPC members.*</i></p> <p><i>Identify funding opportunities to support sending one or two HPC members to a training and/or conference such as the Commission Assistance and Mentoring Program (CAMP) offered by the NAPC, the Preserve Iowa Summit, or the National Trust for Historic Preservation Conference.*</i></p>				NEAR-TERM (0-5 Years)	MOINES, Development Services
N8	<p>Increase collaboration with other City departments and programs to ensure work supports the historic preservation program.</p> <p><i>Conduct regular meetings with department leaders on ongoing and upcoming projects that may directly or indirectly impact historic and cultural resources in the city. Ensure the City is adequately resourced to serve these projects and advocate for needed resources, as necessary.</i></p> <p><i>Utilize existing mapping tools, and advocate for new tools, to identify geographic patterns of residents availing various City programs. Use this information to strategize and prioritize community outreach efforts in under-served areas including historically marginalized neighborhoods.</i></p> <p><i>Host regular opportunities for City staff to learn more about the history of the city.*</i></p> <p><i>When hosting community events or partnering with other organizations to host or sponsor community events, carefully consider the setting of the event. The setting should be meaningful to the event type and purpose, be inclusive and accessible, and may utilize culturally important buildings, landscapes, or infrastructure to build awareness of the City's historic preservation program.*</i></p> <p><i>Ensure regular communication with Council about the achievements of the historic preservation program.*</i></p> <p><i>Collaborate with all City departments to evaluate historic, City-owned properties.</i></p> <p><i>Establish an inventory of all historic City-owned properties.</i></p> <p><i>Determine if current uses are most productive or if the property would be better used in a different way.</i></p> <p><i>Create a policy for City departments for vacating, relocating, and/or moving historic or potentially historic buildings and infrastructure or those of cultural significance. Ensure documentation of the existing structure and site, and evaluation of the proposed new site(s) for relocation are part of the strategy.</i></p> <p><i>Where a public facility or space has been decommissioned, work with other City departments, including Facilities and Office of Economic Development staff to create a strategy to maintain the property as a community-minded place, even if new private development is part of a future use. Consider utilizing an easement or Request for Proposal to lead future development in a way that will preserve the space as partially-public serving.</i></p> <p><i>Continue to collaborate with Neighborhood Services to enhance the impact of its tools and programs on historic properties and culturally significant resources.</i></p>				NEAR-TERM (0-5 Years)	<p>City of Des Moines, Engineering; City of Des Moines, Parks Planning Division</p> <p>City of Des Moines, City Manager's Office; SHPO; City of Des Moines, Communications Office; City of Des Moines, Facilities; City of Des Moines, Office of Economic Development; InvestDSM; Habitat for Humanity; Habitat ReStore</p> <p>City of Des Moines, Development Services and City of Des Moines, Neighborhood Services</p>

In addition to the established demolition review procedure to determine potential historic significance, work with the Neighborhood Services department and the community to determine whether the property has significance apart from traditional historic value. Help identify alternate sources of funding, such as Community Development Block Grants (CDBG) for rehabilitation and repair projects.

Advocate for increased funding to programs that address vacant and blighted properties in a ways that focus on different geography and groups of people periodically.

*Conduct an annual training refresher for building inspectors specific to historic buildings.**

Collaborate with the Parks Planning Division with ongoing work to rehabilitate Works Progress Administration (WPA) Era Park shelters to ensure the significance of the structure is recognized and preserved, and salvage and relocation are conducted as needed.

Work with the Engineering department on projects impacting historic or potentially historic resources, such as the arched bridge restoration project along University Avenue, to ensure proper documentation and treatment.



Figure 1. Looking west across the Des Moines River towards downtown. (Source: Stacey Hanley)