



**City of Oskaloosa
Special Meeting
Historic Preservation Commission
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
August 23, 2016
12:00PM**

1. Call to Order/Roll Call

Chair: Tennison____; Members:Broerman____; Campbell____; Haroldson____;
Shullaw____; Wilson_____;

2. Approval of Minutes

A. Approval of the minutes from the May 20, 2016 meeting.

Documents:

[HPC MINUTES 5-20-2016.PDF](#)

3. New Business

A. Consider a Certificate of Appropriateness to install a blade sign under the awning located at 119 South Market Street.

Documents:

[BW HPC COMMUNICATION BURST.PDF](#)
[HPC APPLICATION 119 SOUTH MARKET ST.PDF](#)
[119 S MARKET ST HPC REQUEST.PDF](#)
[CERTIFICATE OF APPROPRIATENESS.PDF](#)

B. Consider a Certificate of Appropriateness to replace the doors and windows on the north alley and east side of the building located at 115 1st Ave West.

Documents:

[BW HPC COMMUNICATION BURST.PDF](#)
[HPC APPLICATION- 115 1ST AVE W.PDF](#)
[115 1ST AVE W HPC REQUEST.PDF](#)
[CERTIFICATE OF APPROPRIATENESS.PDF](#)

C. Consider a Certificate of Appropriateness to install a door on

the south side of the building that will connect to the adjacent east-west alley located at 109 South Market Street.

Documents:

[BW HPC COMMUNICATION BURST 109 S MRKT.PDF](#)
[HPC APPLICATION- 109 SOUTH MARKET ST ALLEY.PDF](#)
[SMOKEY ROW ALLEY MAP.PDF](#)
[CERTIFICATE OF APPROPRIATENESS.PDF](#)

4. Miscellaneous Business

- A. Consider moving the Historic Preservation Commission's regular meeting to September 23, 2016**

5. Adjournment

Notice: If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.

CITY OF OSKALOOSA
MINUTES OF THE HISTORIC PRESERVATION COMMISSION MEETING
May 20, 2016

The Meeting of the Historic Preservation Commission for the City of Oskaloosa was called to order at 12:00 pm Friday, May 20, 2016, by Chairperson Mark Tennison at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

Commission members present: Janel Campbell, Douglas Shullaw, Mark Tennison, Nathan Wilson;
Commission members absent: Jo Broerman and Adam Haroldson; city staff present: Wyatt Russell,
Building Official, Amie Roberts, Public Works Department Secretary.

Approval of the minutes from the 2/3/2016, 3/4/2016, 3/18/2016, 4/29/2016 and 5/6/2016 meetings.
Shullaw made a motion to approve all the minutes, Wilson seconded; Vote: YES: Campbell, Shullaw,
Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman and Haroldson.

1st item on the agenda: Consider a Certificate of Appropriateness to install a wall sign at the property located at 110 1st Avenue East.

Tennison asked Stephanie Coenen, the applicant about the colors of the proposed sign, Coenen stated that the wall sign will be printed 3D. Tennison asked about the blade sign, Coenen replied that the blade sign has already been approved. Tennison mentioned that the new proposed blade sign will need approval since it is a different design. Wilson mentioned the different proposed blade sign and asked Coenen if this is the final request. Coenen stated that the first approved blade sign will be too heavy and decided to install a blade sign that wasn't as heavy. With no further discussion, Campbell made a motion to approve the wall sign and the blade sign as presented, Shullaw seconded; Vote: YES: Campbell, Shullaw, Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman and Haroldson.

2nd item on the agenda: Consider a certificate of Appropriateness to remove and replace all signage on the building, repainting the metal façade above the door which is behind the current signage, adding a canvas awning, also adding bronze vinyl bus wrap (window covering), and adding 5 goose neck lights to illuminate the signage, at the property located at 202 1st Avenue East.

Russell mentioned to the commission that there will be 8 gooseneck lighting installed instead of 5. Brian Booy, applicant stated to the commission that the awning dimensions will change and the existing sign on the back of the building will be replaced with a blue background with the words Oskaloosa True Value Hardware. Wilson asked Booy about installing soft lighting, booy stated yes LED lights will be installed. Booy also stated that he was going to install cylinder tube lighting at the back door under awning for security purposed. Campbell asked Booy why he choose the blue for the sign when it is not incorporated in the whole project. Booy stated that the color of the sign can match the bronze color of the awning. With no further discussion, Campbell made a motion to approve to remove and replace all signage on the building, repainting the metal façade above the door which is behind the current signage, adding a canvas awning, also adding bronze vinyl bus wrap (window covering), and adding 8 goose neck lights to illuminate the signage, Wilson seconded;Vote: YES: Campbell, Shullaw, Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman and Haroldson.

3rd item on the agenda: Consider a Certificate of Appropriateness to replace the upper windows at the property located at 201 High Avenue East.

Tennison asked Jason Carter, property manager of the building, why the windows were taken out, Carter stated that the windows were falling out. The leaded glass has failed and so has the frame around the windows. Carter is suggesting to install bronze tint windows. Wilson stated that on the application it indicates that the leaded glass will stay and Oskaloosa Glass is proposing to remove the leaded glass. Wilson also stated the historic significance of windows and has reservations placing bronze glass in the upper windows. A suggestion was made to place clear windows with a frosted line pattern. Russell suggested to table the item until the applicant can present more information to the board. Wilson asked if the applicant would be able to meet with the sub-committee in regards to the request. Shullaw made a motion to table the item, Wilson seconded; Vote: YES: Campbell, Shullaw, Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman and Haroldson.

4th item on the agenda: Discussion with a possible action to create a sub-committee

Commission members discussed creating a name of the sub-committee, electing 3 members to the committee and length of terms. The commission created the name Public Relations Sub-committee and Campbell, Shullaw and Wilson were appointed to the sub-committee. Wilson was elected as chairperson and 6month terms and members can be reelected. Campbell made a motion to approve the sub-committee with 3 members- 1 chair and 2 members, with 6 month electable terms, Shullaw seconded; Vote: YES: Campbell, Shullaw, Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman and Haroldson.

With no further business it was moved by Tennison and Seconded by Wilson to adjourn the meeting at 12:46pm

Minutes by Amie Roberts



Historic Preservation Commission

Meeting Date: August 23, 2016

Requested By: Public Works Dept.

Item Title:

Consider a Certificate of Appropriateness to install a blade sign under the awning located at 119 South Market Street.

Explanation:

Debbie Sedrel owner of 119 South Market Street has applied for a Certificate of Appropriateness to install a blade sign. The 7 ½" X 36" signs will be installed under the awning on to the support bar. There will be 1 sign on each side of the bar. The bottom of the signs will be 7.75 feet from sidewalk grade. The signs will be made from ACM dibond with a digital print for the artwork. The proposed colors are from the Sherwin Williams Collection SW6258 Tricorn Black, SW2832 Colonial Revival Gray and SW 7006 Extra White.

Budget Consideration:

None

Attachments:

Application, Location Map and Certificate of Appropriateness



Application for Certificate of Appropriateness
 Historic Preservation Commission
 Oskaloosa, Iowa

For Office Use Only

Meeting date: 8/23/2016

Forward to Main Street Design Yes No

City Staff: _____

Additional Permit needed Yes No

Date received: 7/25/2016

Property Information to be filled out by applicant

Address: 119 South Market

Scope of Work (Attach all other documents with this application)

Applicant

Name: Debbie Sedrel

Address: 119 South market

Phone: 641-673-9400

E-mail: Debbie.Sedrel@gmail.com

Owner

Name: SAME

Address: _____

Phone: _____

E-mail: _____

Architect or Contractor Information

Company: Red Rock Signworks

Address: 1334 216th PL Harvey, IA 50119

Phone: 641-891-1863

E-Mail: tim@redrocksignworks.com

Check list for needed items before submittal:

- Completed application form
- Site plan/roof plan (drawn to scale)
- Proposed building elevation (drawn to scale)
- Photographs of building (existing and historic)
- Product literature and specifications
- Materials and color samples (must provide 10 paint samples)

Required Signatures

Owner: Debbie Sedrel

Date: 7-24-16

Applicant: _____

Date: _____

Contractor: Jim Byn

Date: 7-24-16



City of Oskaloosa, Iowa

Public Works Department

804 South D Street, Oskaloosa, IA 52577
Phone: (641)673-7472 Fax: (641)673-3733

SIGN PERMIT APPLICATION

PLEASE NOTE: Attachments required along with submittal of this application include the following:

- A site plan showing all existing signs, lot lines, buildings, streets, etc. All dimensions are to be drawn to scale.
- A picture or illustration of the proposed sign design showing specifications, dimensions, colors, and materials.
- Wind load data, if applicable

Sign Information

Site Address: 119 S Market St. Permit No. _____

Linear Feet of Street Frontage: 20 feet **If More Than One Street Frontage Exists:**
Longest Street Frontage: _____ feet
One Half the Length of All Additional Street Frontages: _____ feet

Total Area of All Existing Signs: 10 square feet (Excluding incidental signs, building marker signs, and flags)

Current Site Zoning: H0

New Sign (or) Replacement Sign Sign Valuation: \$ 300 Permit Fee: \$ _____
(Based on Sign Valuation)

SIGN SIZE: Length: 3 feet / Height: .75 feet / Area: 1.875 square feet **Date Fee Paid:** _____

SIGN TYPE:	Attached Signs:	Detached Signs:	Miscellaneous:
	Total Façade Area: _____ square feet	Sidewalk Clearance: _____ feet	<input type="checkbox"/> Flag
	Projection from Building: <u>3</u> feet	<input type="checkbox"/> Residential	<input type="checkbox"/> Portable
	<input type="checkbox"/> Awning	<input type="checkbox"/> Wall	<input type="checkbox"/> Premise Identification
	<input type="checkbox"/> Building Marker	<input type="checkbox"/> Window	<input type="checkbox"/> Incidental
	<input type="checkbox"/> Banner	<input type="checkbox"/> Roof, Above Peak	<input type="checkbox"/> Ground
	<input type="checkbox"/> Premise Identification	<input checked="" type="checkbox"/> Projecting	<input type="checkbox"/> Pole
	<input type="checkbox"/> Canopy	<input type="checkbox"/> Incidental	
	<input type="checkbox"/> Roof, Integral		
	<input type="checkbox"/> Marquee		

DESIGN ELEMENTS:	Illumination:	Other:	Materials:
	<input type="checkbox"/> Indirect	<input type="checkbox"/> Electronic Information	Face: <u>Aluminium</u>
	<input type="checkbox"/> Direct	<input type="checkbox"/> Moving	Frame: _____
	<input type="checkbox"/> Internal	<input type="checkbox"/> Rotating	Supports: _____
	<input type="checkbox"/> Neon		
	<input type="checkbox"/> Flashing		
	<input type="checkbox"/> Flame		
	<input type="checkbox"/> Bare Bulb		

Contact Information

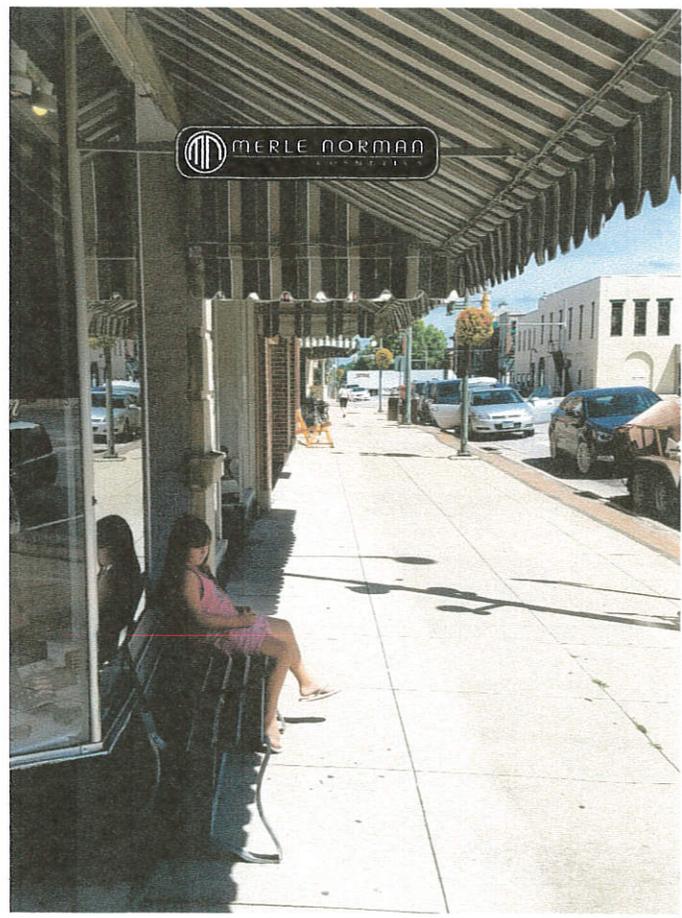
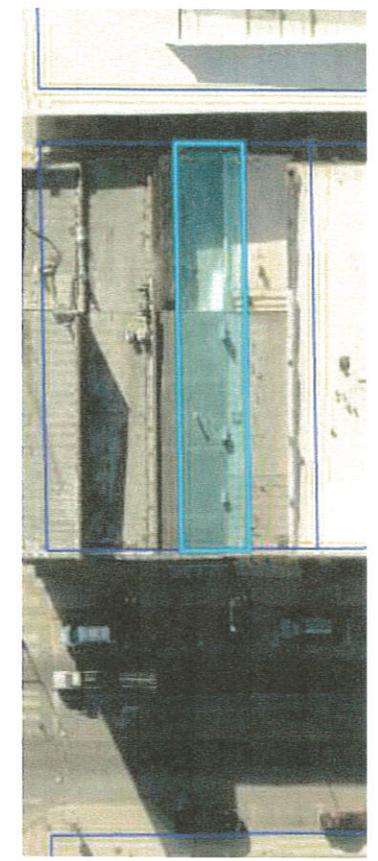
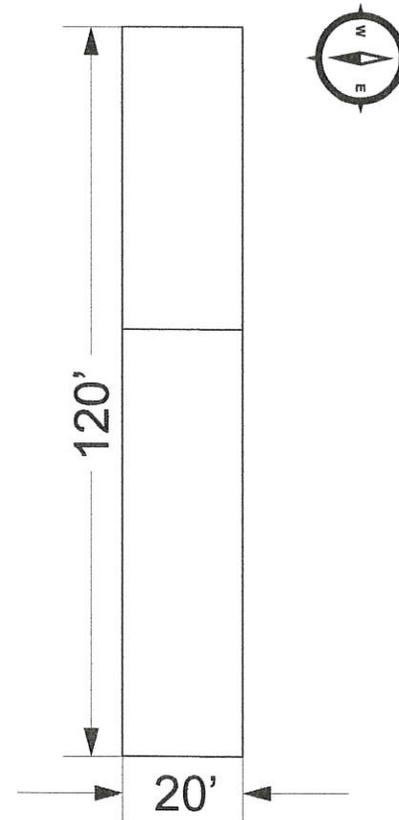
Applicant/Owner: Debbie Sedrel 641-673-9400
Name 119 S Market St. Phone DebbieSedrel@gmail.com
Address _____ Email _____

Contractor: Red Rock Signworks
Name _____ Phone _____
1334 216th Pl, Harvey, IA 50119
Address _____ Email _____

Applicant/Owner Signature: [Signature] Date: 7-24-16



1.875 sq ft of total area per side

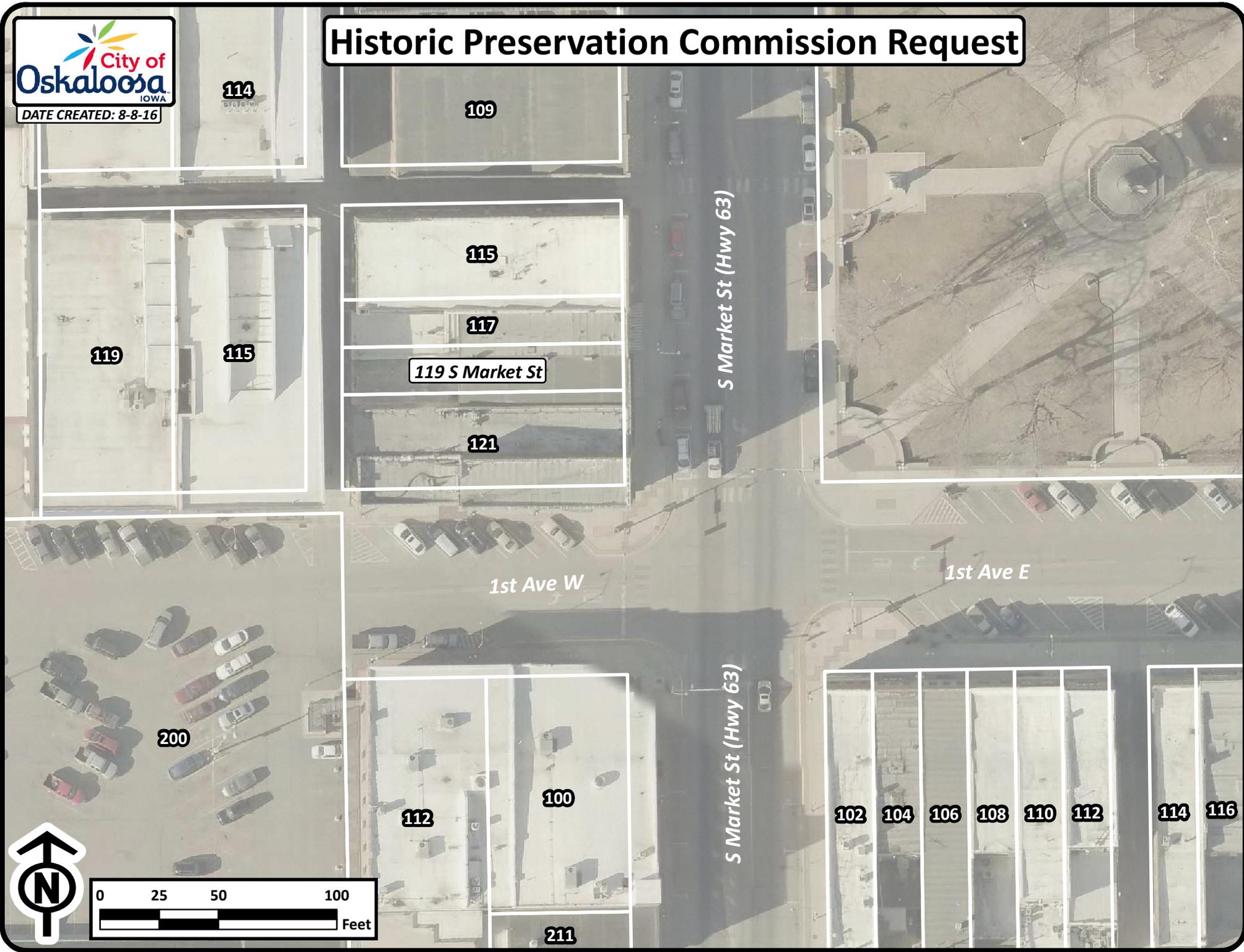


We will be installing the signs under the awning on to the support bar. There will be 1 on each side of the bar. The bottom of the signs will be 7.75 ft from sidewalk grade. The signs will be made from ACM dibond with a digital print for the artwork.

-  Sw6258 Tricorn Black
-  Sw2832 Colonial Revival Gray
-  Sw7006 Extra White



Historic Preservation Commission Request





Certificate of Appropriateness

City of Oskaloosa Historic Preservation/220 South Market Street/Oskaloosa, IA 52577/641-673-7472

Property: 119 South Market Street
Description of Work: The project includes to install 2 blade signs under the awning on a support bar.
Date Issued: 8/23/2016

In accordance with the provisions of section 15.04.060 of the City of Oskaloosa Municipal Code, The City of Oskaloosa Historic Preservation Commission has issued a certificate of appropriateness for the work listed above. The work was found to be consistent with preservation guidelines. The following conditions apply to this certificate of appropriateness:

1. All work will be done according to attached drawings as long as the signs meet the requirements.
2. This Certificate is only to install 2 blade signs under the awning on a support bar. The approved colors of the sign include Sherwin Williams's collection SW6258 Tricorn Black, SW2832 Colonial Revival Gray and SW7006 Extra White.
3. The building improvements within the zoning jurisdiction of the city must comply with the provisions of this chapter 17.30, *Sign Regulations*, other relevant provisions of the Oskaloosa Municipal Code, and applicable building codes.
4. All work must be done in a craftsman-like manner, and must be completed within 120 days of the date this certificate was issued. Staff must approve any changes or additions to this certificate before work begins. Work that is not completed in accordance with this certificate may be subject to correction orders or citations.
5. If permits are required, you are responsible for obtaining them from the City of Oskaloosa Building Official, who can be reached at 641-673-7472.

Historic Preservation Staff



Historic Preservation Commission

Meeting Date: August 23, 2016
Requested By: Public Works Dept.

Item Title:

Consider a Certificate of Appropriateness to replace the doors and windows on the north alley and east side of the building located at 115 1st Ave West.

Explanation:

Gridco Partnership owner of 115 1st Avenue West has applied for a Certificate of Appropriateness to replace the doors and windows on the north alley and east side of the building. The current windows and doors are broken and beyond repair. The proposed windows and doors in the alley will be an aluminum store front system and the doors will be painted to match the bronze window colors.

Budget Consideration:

None

Attachments:

Application, Location Map and Certificate of Appropriateness.



**Application for Certificate of Appropriateness
Historic Preservation Commission
Oskaloosa, Iowa**

For Office Use Only		
Meeting date: <u>Aug. 23, 2016</u>	Forward to Main Street Design <input type="radio"/> Yes <input checked="" type="radio"/> No	City Staff: _____
Additional Permit needed <input type="radio"/> Yes <input checked="" type="radio"/> No		Date received: <u>8/5/2016</u>

Property Information to be filled out by applicant

Address: 115 1st Ave West

Scope of Work (Attach all other documents with this application)

Window + Door Replacements ON the North Alley AND EAST side of the Building. These windows AND DOORS ARE Broken + Beyond Repair. We will Be Replacing windows w/ Aluminium store front system, Doors in Alleys will Be Aluminium store front (North) Steel East Alley Painted To match Bronze window colors.

Applicant

Name: Jeff Greenhalgh
 Address: 100 1st Ave west
 Phone: 641-673-2878
 E-mail: Jeff.Greenhalgh@MUSCO.COM

Owner

Name: GRIDCO Partnership
 Address: 100 1st Ave West
 Phone: 641-673-0411
 E-mail: _____

Architect or Contractor Information

Company: Musco Facility Dept.
 Address: 100 1st Ave West
 Phone: 673-2878
 E-Mail: Jeff.Greenhalgh@MUSCO.COM

- Check list for needed items before submittal:
- Completed application form
 - Site plan/roof plan (drawn to scale)
 - Proposed building elevation (drawn to scale)
 - Photographs of building (existing and historic)
 - Product literature and specifications
 - Materials and color samples (must provide 10 paint samples)

Required Signatures
Owner: <u>Jeff Greenhalgh</u> Date: <u>8-5-2016</u>
Applicant: <u>Jeff Greenhalgh</u> Date: _____
Contractor: <u>Jeff Greenhalgh</u> Date: <u>8-5-2016</u>

EAGLES FROM FRONT SIDE
EAST SIDE SOUTH DOOR



EAGLES IN ALLEY
EAST AND NORTH SIDE OF BUILDING



EAGLES IN ALLEY
NORTH SIDE





EAGLES

EAST SIDE NORTH DOOR





EAGLES IN ALLEY
NORTH SIDE





Historic Preservation Commission Request

200

114

109

119

115
1st Ave W

115

117

119

121

S Market St (Hwy 63)

1st Ave W

1st Ave E

200

112

100

S Market St (Hwy 63)

102

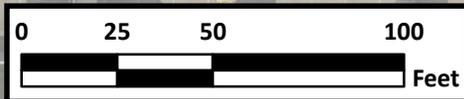
104

106

108

110

211





Certificate of Appropriateness

City of Oskaloosa Historic Preservation/220 South Market Street/Oskaloosa, IA 52577/641-673-7472

Property: 115 1st Avenue West
Description of Work: The project includes to replace the windows and doors on the north alley and the east side of the building.
Date Issued: 8/23/2016

In accordance with the provisions of section 15.04.060 of the City of Oskaloosa Municipal Code, The City of Oskaloosa Historic Preservation Commission has issued a certificate of appropriateness for the work listed above. The work was found to be consistent with preservation guidelines. The following conditions apply to this certificate of appropriateness:

1. All work will be done according to attached drawings as long as the windows and doors of the building meet the requirements.
2. This Certificate is only to replace the existing windows and doors on the building.
3. The building improvements within the zoning jurisdiction of the city must comply with the provisions of this chapter 15.04, *Building Code*, other relevant provisions of the Oskaloosa Municipal Code, and applicable building codes.
4. All work must be done in a craftsman-like manner, and must be completed within 120 days of the date this certificate was issued. Staff must approve any changes or additions to this certificate before work begins. Work that is not completed in accordance with this certificate may be subject to correction orders or citations.
5. If permits are required, you are responsible for obtaining them from the City of Oskaloosa Building Official, who can be reached at 641-673-7472.

Historic Preservation Staff



Historic Preservation Commission

Meeting Date: August 23, 2016

Requested By: Public Works Dept.

Item Title:

Consider a Certificate of Appropriateness to install a door on the south side of the building that will connect to the adjacent east-west alley located at 109 South Market Street.

Explanation:

Musco Sports Lighting, general contractor has applied for a Certificate of Appropriateness for the property located at 109 South Market Street to install a door on the south side of the building that will connect to the adjacent east-west alley. The proposed door will be an aluminum store front door that will match the existing front door on Smokey Row. The aluminum on the door will be a dark bronze color. Sherwin Williams will have to match the proposed color of the door.

Budget Consideration:

None

Attachments:

Application, Location Map and Certificate of Appropriateness.



**Application for Certificate of Appropriateness
Historic Preservation Commission
Oskaloosa, Iowa**

For Office Use Only															
Meeting date: <u>August 23, 2016</u>															
Forward to Main Street Design <input type="radio"/> Yes <input checked="" type="radio"/> No	City Staff: _____														
Additional Permit needed <input type="radio"/> Yes <input checked="" type="radio"/> No	Date received: <u>8/5/2016</u>														
Property Information to be filled out by applicant															
Address: <u>109 South Market St.</u>															
Scope of Work (Attach all other documents with this application)															
<u>Installing a new Aluminum store front door + side lite in the Alley seating AREA. This will match the front door of the existing Smokey Row Business. The color will be Bronze.</u>															
Applicant															
Name: <u>Jeff Greenhalgh</u>															
Address: <u>100 1st Ave West</u>															
Phone: <u>641-660-2878</u>															
E-mail: <u>Jeff.Greenhalgh@Musco.com</u>															
Owner															
Name: <u>Bennett Real Estate Company LLC / Joe Crookham Co-owner</u>															
Address: <u>109 South Market St</u>															
Phone: <u>641-670-1600</u>															
E-mail: <u>Butch@SmokeyRow.com</u>															
Architect or Contractor Information															
Company: <u>Jeff Greenhalgh</u>															
Address: <u>100 1st Ave West</u>															
Phone: <u>641-673-2878</u>															
E-Mail: <u>Jeff.Greenhalgh@Musco.com</u>															
Check list for needed items before submittal: <ul style="list-style-type: none"> <input type="radio"/> Completed application form <input type="radio"/> Site plan/roof plan (drawn to scale) <input type="radio"/> Proposed building elevation (drawn to scale) <input type="radio"/> Photographs of building (existing and historic) <input type="radio"/> Product literature and specifications <input type="radio"/> Materials and color samples (must provide 10 paint samples) 	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">Required Signatures</th> </tr> </thead> <tbody> <tr> <td>Owner: <u>Jeff Greenhalgh & Joe Crookham</u></td> <td></td> </tr> <tr> <td>Date: _____</td> <td></td> </tr> <tr> <td>Applicant: <u>Jeff Greenhalgh</u></td> <td></td> </tr> <tr> <td>Date: <u>8-5-2016</u></td> <td></td> </tr> <tr> <td>Contractor: <u>JAME</u></td> <td></td> </tr> <tr> <td>Date: <u>8-5-2016</u></td> <td></td> </tr> </tbody> </table>	Required Signatures		Owner: <u>Jeff Greenhalgh & Joe Crookham</u>		Date: _____		Applicant: <u>Jeff Greenhalgh</u>		Date: <u>8-5-2016</u>		Contractor: <u>JAME</u>		Date: <u>8-5-2016</u>	
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Date: <u>8-5-2016</u>															
Contractor: <u>JAME</u>															
Date: <u>8-5-2016</u>															

SMOKEY ROW

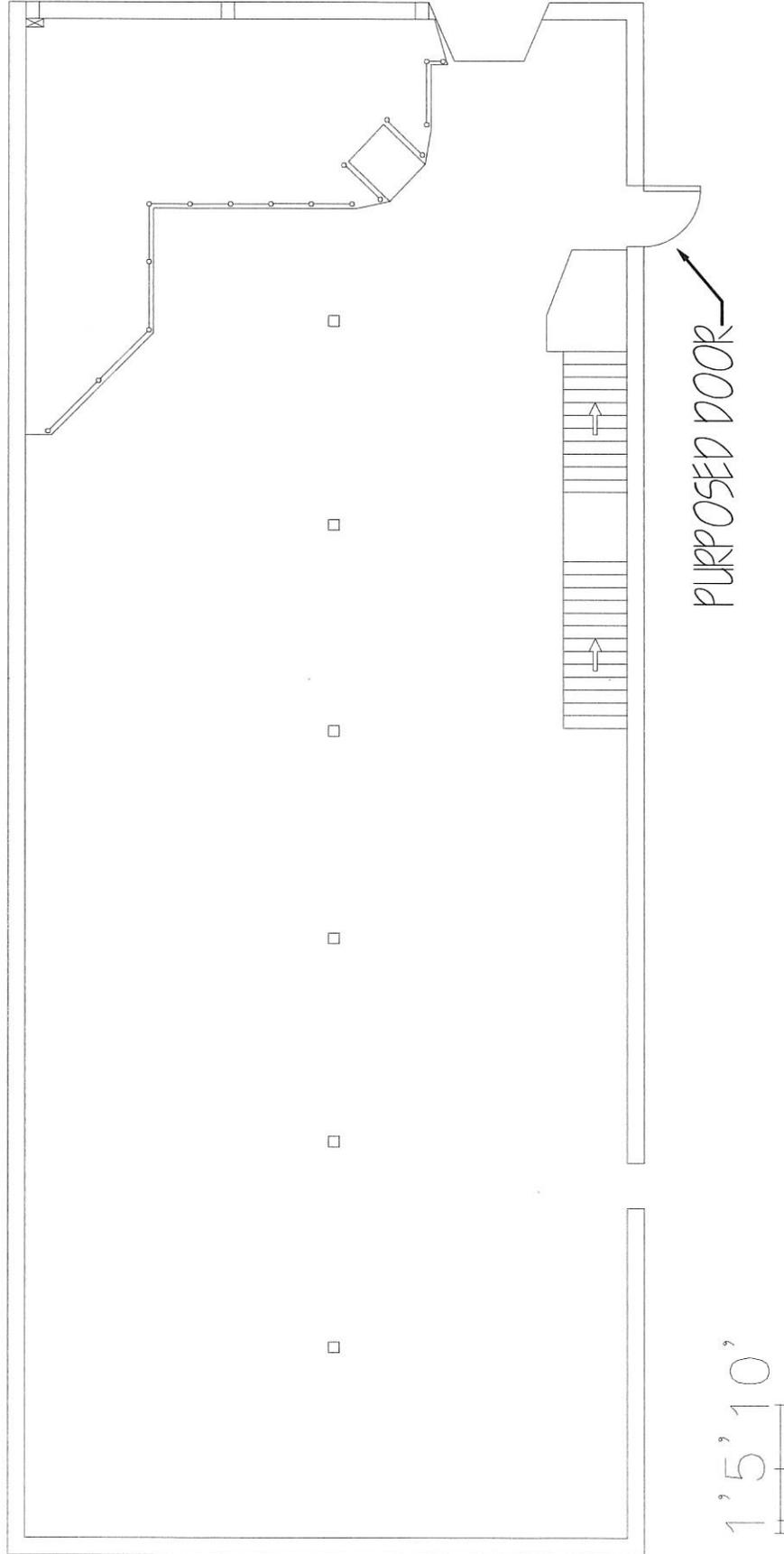
OSKALOOSA, IOWA

FLOOR PLAN
1/4" = 1'
JOB NUMBER

DATE: 1
AUG. 4, 8
REVISION:



SHEET #



FIRST FLOOR
NORTH



The Republic of Tea

Chai Me!



No Alcohol
Beyond This
Point

Sorry you're
not coming

Thank you for
not smoking

Map of the United States

Beer advertisement

Thank you for
depositing your
waste here

Historic Preservation Commission Request

High Ave W

High Ave E

200

114

101

105

Smokey Row Coffee Shop
109 South Market Street

S Market St (Hwy 63)

115

117

119

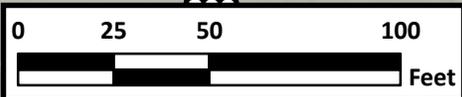
121

119

115

1st Ave W

1st Ave E



 REQUEST AREA



Certificate of Appropriateness

City of Oskaloosa Historic Preservation/220 South Market Street/Oskaloosa, IA 52577/641-673-7472

Property: 109 South Market Street

Description of Work: The project includes to install a door on the south side of the building that will connect to the adjacent east- west alley.

Date Issued: 8/23/2016

In accordance with the provisions of section 15.04.060 of the City of Oskaloosa Municipal Code, The City of Oskaloosa Historic Preservation Commission has issued a certificate of appropriateness for the work listed above. The work was found to be consistent with preservation guidelines. The following conditions apply to this certificate of appropriateness:

1. All work will be done according to attached drawings as long as the door of the building meets the requirements.
2. This Certificate is only to install a new door on the building.
3. The building improvements within the zoning jurisdiction of the city must comply with the provisions of this chapter 15.04, *Building Code*, other relevant provisions of the Oskaloosa Municipal Code, and applicable building codes.
4. All work must be done in a craftsman-like manner, and must be completed within 120 days of the date this certificate was issued. Staff must approve any changes or additions to this certificate before work begins. Work that is not completed in accordance with this certificate may be subject to correction orders or citations.
5. If permits are required, you are responsible for obtaining them from the City of Oskaloosa Building Official, who can be reached at 641-673-7472.

Historic Preservation Staff