

Date March 27, 2023

RESOLUTION APPROVING 2022 CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT AND AUTHORIZATION FOR MAYOR'S SIGNATURE FOR SUBMITTAL TO THE IOWA DEPARTMENT OF CULTURAL AFFAIRS

WHEREAS, the City of Des Moines, has established a Historic Preservation Commission pursuant to Des Moines Municipal Code Section 58-30, having powers and duties to further the efforts of historic preservation in the City by meeting regularly to undertake hearings and activities brought before it which relate to historic districts, structures, landmarks, and designations; and

WHEREAS, the City of Des Moines has entered into a Certified Local Government (CLG) Agreement with the State of Iowa under which it may apply for grant funding to support local historic preservation activities, eligibility for which requires that the City submit an annual report of Iowa Certified Local Government documenting its historic preservation work to the State; and

WHEREAS, the 2022 CLG Annual Report is presented for Council review and approval, with authorization granted to the Mayor to sign and submit the Report to the Iowa Department of Cultural Affairs.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Des Moines, Iowa, as follows:

1. Upon receipt and review, the Certified Local Government Annual Report of the City of Des Moines Historic Preservation Commission is hereby **APPROVED**.
2. That the Mayor of the City of Des Moines is authorized to affix his signature upon said Annual Report and forthwith cause its submittal to the State of Iowa Department of Cultural Affairs.

MOVED BY _____ TO ADOPT. SECOND BY _____.

APPROVED AS TO FORM:

/s/ Lisa A. Wieland

Lisa Wieland, Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
BOESEN				
GATTO				
MANDELBAUM				
SHEUMAKER				
VOSS				
WESTERGAARD				
TOTAL				

MOTION CARRIED APPROVED

Mayor

CERTIFICATE

I, Laura Baumgartner, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk

▲ Certified Local Government Annual Report

Certified Local Government Annual Report

* indicates a required field

Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.

This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.

We look forward to hearing from each CLG this year!

▲ One question on this form needs attention.

A required question is incomplete: **36**

1. Name of the city, county, or land use district: *

Please choose the name from the drop down table.

Des Moines (city) Historic Preservation Commission

2. Did your commission undertake any survey, evaluation and/or registration/nomination projects in this calendar year? *

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

- 1) The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- 2) The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission.

Please upload any Iowa Site Inventory Forms or other survey materials produced during the year. Please do not upload any projects that were funded with a CLG or HRDP grant, mandated by the Section 106 review and compliance process, or National Register nominations as we already have these documents in our files.

no

3. Were any National Register of Historic Places (NRHP) properties in your jurisdiction altered, moved, or demolished in this calendar year? *

3.1.

Please identify the property (historic name and address) and the action (altered, moved, demolished).

Records for alterations are kept only for properties located in local historic districts and local landmarks. 118 applications were reviewed for work in the three local historic districts. Two applications were submitted for alterations to a local landmark (COA Cantina, 425 East Grand Avenue and Woodland Cemetery, 2019 Woodland Avenue). Proposed demolitions are reviewed city-wide.

383 of 8000 characters

4. Does your local government designate local landmarks or local districts? *

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

Yes

5. If you answered yes to the previous question, in this calendar year, what properties did your city place on its list of locally designated historic landmarks and/or historic districts? Please provide the historic name and address of each property

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and BEFORE it is placed on the city council's agenda.

Crescent Chevrolet Internally-Lit Acrylic Sign, 555 17th Street

63 of 8000 characters

5.1.

Please attach a copy of the final designation nomination(s) and ordinances(s) for these properties

6. In this calendar year, what were the actions to revise, amend, change, or de-list a locally designated property? Please provide the name and address of the property(ies) and the action. If no action was taken, enter N/A *

None

4 of 8000 characters

7. Has your city or county passed other ordinances that directly or indirectly affect historic preservation? *

no

8. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- 2) The CLG shall provide for adequate public participation in the local historic preservation programs.

- a. Historic preservation planning. Examples include the development or revision of a preservation plan, development of a work plan for your commission, etc.
- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.
- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.
- d. Design guidelines/standards

The City of Des Moines is currently underway in a planning effort for a new city-wide Historic Preservation plan that will build on the success of the previous plan while also addressing contemporary preservation plan topics including intangible historic resources and the creation of an equitable plan. This effort will be complete in late summer 2023.

353 of 8000 characters

8.2.

Describe the city, county, LUD, and/or historic preservation commission's assistance on preservation issues or projects in this calendar year. Please be specific (address(es) of property(ies), what was the issue(s), what technical assistance was provided?. *

Commission members and staff provide technical assistance to property owners within the local historic districts as needed when they apply for a Certificate of Appropriateness or are considering a future project. Commission members provide routine technical assistance to City staff, property owners, and developers on historic preservation matters outside of the local historic districts and landmarks.

403 of 8000 characters

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

A success this year is helping with and providing guidance to the Historic Preservation Planning process being led by staff and consultant Kendig Keast Collaborative.

166 of 8000 characters

10.

What partnerships did your commission form or continue with other entities? (examples include local main street office, local school, historical society, library, museum, service club, etc.) If none, enter N/A *

N/A

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11.

Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A. *

3 of 8000 characters

12. Does your commission have a website? *

- Yes
- No

12.1. What is the website address? *

https://www.dsm.city/boards_inner_T56_R32.php

45 of 6000 characters

13. Does your commission have a Facebook page? *

- Yes
- No

14.

List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). *

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

1/19, 2/16, March meeting cancelled, 4/20, 5/18, 6/15, 7/20, 8/17, 9/21, 10/26, 11/16, 12/21. Landmark Review Board: 6/21, 9/06

127 of 8000 characters

15.

We recommend that the local government provide the commission a budget with a minimum of \$750 to pay for training and other commission expenses. In this calendar year, what was the dollar amount for the historic preservation commission's annual budget? *

Over \$150,000 a year is spent providing direct staff support to HPC.

68 of 6000 characters

Development Services Department, Armory Building, 602 Robert D. Ray Drive, Des Moines, IA 50309

95 of 6000 characters

17.

Please list the names of the Historic Preservation Commissioners who served during this calendar year. *

Patricia A. Barry, York A. Taenzer, Martha Green, Ann Schmid, Michael Hildebrand, Tiffany Allison, Evan Shaw, Scotney J. Fenton, Breann A. Bye, Evan Herlocker

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18.

Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan? *

Staff was able to consistently review applications for alterations and new construction in the local historic districts. Staff worked with the Landmark Review Board to successfully nominate 1 new structure for designation, and approved Certificate of Appropriateness for work at 2 more. Input was given on city-wide demolition requests. Staff and the Commission together have continued to provide technical assistance to property owners and developers in local historic districts and also city-wide as needed.

509 of 6000 characters


19.

Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2023. Please attach your work plan to your annual report. *

- 1. Review and approve the document and the associated information. This document is for review only. It is not for public release.
- 2. Review and approve the document and the associated information. This document is for review only. It is not for public release.
- 3. Review and approve the document and the associated information. This document is for review only. It is not for public release.
- 4. Review and approve the document and the associated information. This document is for review only. It is not for public release.
- 5. Review and approve the document and the associated information. This document is for review only. It is not for public release.
- 6. Review and approve the document and the associated information. This document is for review only. It is not for public release.

20. Please update contact information about your 2023 Chief Elected Official. *

Note: This is beginning January 2023. Please provide the information for the Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees.

First and Last Name	Mailing Address	Phone Number	Email Address
T.M. Franklin C	400 Robert D. R.	515-283-4944	fcownie@dmgov 

+ Add a row

21.

Please update contact information about your Staff Person for the Historic Preservation Commission. *

This is a local government staff member and is required. Electronic and mailed communication is sent to the staff person and chair of the commission who will forward to the rest of the commission members.

First and Last Name	Job Title	Mailing Address	Phone Number	Email Address
Jason Van I	Planning a	602 Robert C	515-283-414	jmvanessen@ 
Stacey Han	Urban Des	602 Robert C	515-283-428	shanley@dr 

+ Add a row

22.

Please complete the following and provide contact information about your 2023 Chairperson/Commissioner. *

Note: Electronic and mailed communication will be sent to the staff person for the commission and the chair who will forward the information to the rest of the commission members.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
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22.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A. *

Sherman Hill Local Historic District

36 of 200 characters

22.2. Specify the month, day, and year that the commissioner's term will end. *

10/18/2006

22.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? *

- Yes
- No

23.

Please complete the following and provide information about your 2023 Vice Chairperson/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Scotney J.	1245 42nd S	515-277-893	515-288-314	sfenton@rdc

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23.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

3 of 6000 characters

23.2. Specify the month, day, and year that the commissioner's term will end.

10/18/2005

23.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? *

- Yes
- No

24.

Please complete the following and provide information about your 2023 Secretary/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
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N/A



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24.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

3 of 6000 characters

24.2. Specify the month, day, and year that the commissioner's term will end.

mm/dd/yyyy


24.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

- Yes
- No

Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Patricia A.	451 29th Str	515-280-736	515-248-827	bhhpab@ao 

+ Add a row

25.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Owl's Head Local Historic District

34 of 6000 characters

25.2. Specify the month, day, and year that the commissioner's term will end.

03/28/2013

25.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

Yes



No

[Clear Answer](#)

26.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Breann By	523 Franklin	641-521-934		breannbye@ 
Evan Herlo	1426 9th Str	319-721-057		ejherlocker@ 

of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

River Bend Local Historic District

34 of 6000 characters

26.2. Specify the month, day, and year that the commissioner's term will end.

mm/dd/yyyy

26.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

Yes

No

[Clear Answer](#)

27.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Martha Gre	815 18th Str	515-681-203		mgreenaia@ 

+ Add a row

27.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Sherman Hill Local Historic District

36 of 6000 characters

27.2. Specify the month, day, and year that the commissioner's term will end.

10/18/2018

Yes

No

[Clear Answer](#)

28.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Tiffany Allis	2227 East 21 st	515-988-5466		tiffany.allisor
Ann Schmi	4244 Hardw	630-865-3566		annhschmid
Mike Hildel	410 Franklin	515-271-0666		hildebrand_r
Evan Shaw	2616 Druid I	515-554-3666		evans@invis

+ Add a row

28.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A (At Large Commissioners)

28 of 6000 characters

28.2. Specify the month, day, and year that the commissioner's term will end.

mm/dd/yyyy

28.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

Yes

No

[Clear Answer](#)

commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

+ Add a row

30.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

+ Add a row

31.

Please complete the following and provide information about your 2023 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

+ Add a row

32.

Please attach biographical sketches for commissioners who were newly appointed in 2022.

Please be sure newly appointed commissioners sign and date their statement. The form to use for this can be found in the "Attachments" section. You will need to upload in both locations.

<https://drive.google.com/file/d/1GDBtPLv2an2sXho54yJfZRT13bwL4RFZ/view>

 Choose a file

res, two (2) vacancies

22 of 6000 characters

34. Please complete the Commission Training Table. *

An important requirement of the Certified Local Government program is annual state-sponsored (such as the Preserve Iowa Summit) or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Names of Attendees	
National M	National Main	Richmond, \	May 16-1!	Breann Bye	
Iowa Dowr	Economic Dev	Pella, Iowa	August 2-	Breann Bye	
Repair, Re	Active Interest	webinar	12/09/22	Scotney J. Fe	
Incorporati	Active Interest	webinar	12/06/22	Scotney J. Fe	
Accessing	ADA National	webinar	11/03/22	Scotney J. Fe	
Historic M	Simpson Gum	webinar	10/26/22	Scotney J. Fe	
Advocacy	National Allian	webinar	01/20/22	Patricia A. Ba	
Historic Pr	National Trust	webinar	03/03/22	Patricia A. Ba	
NO Such 1	National Allian	webinar	03/24/22	Patricia A. Ba	
Brown v. B	National Trust	webinar	03/30/22	Patricia A. Ba	
Preservati	National Allian	webinar	05/20/202	Patricia A. Ba	
Summer F	National Trust	webinar	06/29/22	Patricia A. Ba	

Historic Ma	Simpson Gum	webinar	10/26/202	Patricia A. Be	
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+ Add a row

35.

Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names. *

Please note this must be completed. If no one attended, enter none.

Now is also a good time to start planning to attend the 2023 Preserve Iowa Summit in Sioux City June 1-3, 2023.

Scotney J. Fenton, Ann Schmid (attendee and presenter),

55 of 6000 characters

36. Signature page *



The form to use for this can be found in the "Attachments" section. You will need to upload in both locations.

The form can be downloaded from here: <https://drive.google.com/file/d/1YcetiR-inEjVfvoUWn3A5czCeim2m-XC/view?usp=sharing>

This question is required.

 Choose a file

37. Suggestions for improvement. *

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

None

4 of 8000 characters

38.

What training topics would be most helpful for your Historic Preservation Commission? *

We will use this information to help design the CLG Round Table at the Preserve Iowa Summit and potentially other training opportunities throughout 2023.

1 Forms — **2** Attachments — **3** Portfolio — **4** Submit

NEXT >

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Saved

**Historic Preservation Commission
2023 Work Program**

1. Complete a city-wide historic preservation plan.
2. Review applications for alternations and new construction in Des Moines' three local historic districts. The HPC typical reviews over 80 cases a year.
3. Convene as the Landmark Review Board in partnership with the City's Urban Design Review Board to consider local landmark nominations and COA requests for locally designated properties not located within a local historic district. The LRB typically reviews zero to two cases a year.
4. Provide input on city-wide demolition requests as they are being reviewed by staff in accordance with the City's Historic Review of Proposed Demolition Ordinance. Staff typical reviews 50 to 60 demolition requests a year that the Commission has the opportunity to provide input on.
5. Advocate on historic preservation matters that impact the City of Des Moines as needed.
6. Provide technical assistance to historic property owners as needed.