



Date March 4, 2024

APPROVING AN UPDATED POLICY REGARDING ALTERATIONS ON PROPERTIES IN LOCAL HISTORIC DISTRICTS THAT ARE ELIGIBLE FOR AN ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS (AACOA), IN ACCORDANCE WITH CHAPTER 58 OF THE MUNICIPAL CODE

WHEREAS, section 58-32 of the Municipal Code sets forth authority by which the Historic Preservation Commission may adopt a list of certain alterations on properties in local historic districts that are eligible for an administrative certificate of appropriateness; and

WHEREAS, staff wishes to amend the existing policy listing the alterations on properties in local historic districts that are eligible for an administrative certificate of appropriateness in order to increase the efficiency of the Historic Preservation Commission review process; and

WHEREAS, the amended policy would expand the number of alterations eligible for administrative approval, thereby reducing the wait time for applicants; and

WHEREAS, the proposed edits are consistent with Section 58-32 of the Historic Preservation Ordinance, and an action item within the City’s recently adopted ReflectDSM Historic Preservation Plan.

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

1. The amended policy identifying the alterations on properties in local historic districts that are eligible for an administrative certificate of appropriateness is hereby approved.

Date March 4, 2024

MOVED by _____ to adopt.

SECOND by _____.

(Council Communication No. 24- 090)

FORM APPROVED:

/s/ Lisa A. Wieland
 Lisa A. Wieland
 Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
BOESEN				
COLEMAN				
GATTO				
MANDELBAUM				
VOSS				
WESTERGAARD				
TOTAL				
MOTION CARRIED			APPROVED	

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.

_____ Mayor

_____ City Clerk

2024 Administrative COA List

(APPROVED BY Historic Preservation Commission on 2/21/24)

Additions/Modifications shown in red

1. Repair of deteriorated windows and doors. ~~or replacement of no more than 25% of the existing windows and/or doors.~~
2. Replacement of non-historic windows.
3. Installation of windows where no significant historic window components remain.
4. Canvas awnings over windows to provide solar shading on residential buildings.
5. Storm door if compatible.
6. Re-roofing with cedar shingles or asphalt shingles when used as a substitute for wood shingles. New roof vents when located on that part of the roof which faces the rear yard.
7. Rubber or other composition materials for re-roofing flat roofs.
8. Installing ½ round gutters with round or corrugated downspouts. **K-style or other gutter designs may be installed when determined by staff as appropriate to the architecture of the home.**
9. Redoing built-in gutters or parapet walls.
10. Rebuilding chimneys to a period design and installing flue caps.
11. Replacement steps and handrails.
12. Replacement of brick public and private walks.
13. Replacement of concrete public and private walks. 4 foot, 5 foot, or 6 foot sidewalks should be subdivided into equal squares.
14. Removing non-original siding and reopening closed-in porches and windows.
15. ~~Replacement retaining walls of broken concrete with a limestone cap, brick, poured concrete, or stone.~~
16. Porch foundations and porch floors.
17. ~~Replacement of existing driveways with like material.~~
18. Attached light fixtures and mailboxes.
19. **Installation of fencing and/or retaining walls that meet Chapter 135 design requirements and the Historic District Design Guidelines.**

20. Pavement or pavers constructed of historically appropriate material as outlined in the Historic District Design Guidelines.
21. Renewal of a previously approved Certificate of Appropriateness within three (3) years of the original approval, provided there have been no changes from the previous approval and no additions to the scope of work.
22. Construction of free-standing gazebos or pergolas in side or rear yards.
23. Renovation of non-contributing garages and sheds.
24. Masonry tuckpointing of existing brick, provided the replacement mortar is a lime-based mortar that generally matches the texture, strike and joint profile of the existing mortar work.
25. Mechanical equipment, including but not limited to HVAC, A/C units, or radon mitigation, and/or associated screening, provided such work is located in the rear or side yard/roof, and is minimally visibly from the street.