



Roll Call Number

22-0619

Agenda Item Number

43

Date April 18, 2022

RESOLUTION APPROVING 2021 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 2021 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 Gatto TO ADOPT. Second by Boesen.

FORM APPROVED: Judy K. Parks-Kruse
Judy K. Parks-Kruse, Assistant City Attorney

Table with 5 columns: COUNCIL ACTION, YEAS, NAYS, PASS, ABSENT. Rows include COWNIE, BOESEN, GATTO, MANDELBAUM, SHEUMAKER, VOSS, WESTERGAARD, and TOTAL.

MOTION CARRIED APPROVED
J. M. Frankin Cownie Mayor

CERTIFICATE

I, P. Kay Cmelik, 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.

[Signature of P. Kay Cmelik]

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.*

▲ 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 projects for historic identification/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 City, County, or LUD were altered, moved, or demolished in this calendar year? \***

yes

- 1 Forms
- 2 Attachments
- 3 Portfolio
- 4 Submit

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Records for alterations are kept only for properties located in local historic districts and local landmarks. 106 applications were reviewed for work in the three local historic districts. No applications were submitted for any alterations to a local landmark. Proposed demolitions are reviewed city-wide.

305 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](mailto: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](mailto:historic.preservation@iowa.gov) before you complete this section.

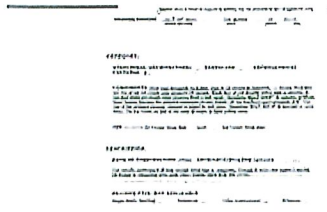
REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved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

'Snookies Neon Sign', 1810 Beaver Avenue, Des Moines, IA

56 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

- 1 Forms
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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.

402 of 8000 characters

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

None

4 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

3 of 8000 characters

**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. \***

N/A

3 of 8000 characters

**12. Does your commission have a website? \***

- Yes
- No

**12.1. What is the website address? \***

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.

1/20, 2/17, 3/17, 4/21, 5/19, 6/16, 7/21, 8/18, 9/15, 10/20, 11/17

66 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? \***

Approximately \$47,000 a year is spent providing direct staff support to the HPC

79 of 6000 characters

**16. Where are your official CLG files located? \***

Certified Local Government files must be stored at city hall (for city commissions) or the county courthouse (for county commissions).

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

95 of 6000 characters

Patricia A. Barry, Turk A. Taenzer, Maria Green, Ann Schmidt, Michael Hildebrand, Tiffany Allison, Evan Shaw, Scotney J. Fenton, Breann A. Bye, Evan Herlocker

158 of 6000 characters

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 three (3) buildings/structure local landmarks. 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 and also city-wide as needed.

449 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 2022. Please attach your work plan to your annual report. \*

📎 2022 HPC Work Program.pdf (125KB) 🗑️



20. Please update contact information about your 2022 Chief Elected Official. \*

Note: This is beginning January 2022. 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



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 E	Planning an	602 Robert I	515-283-414	jmvanessen 
Anuprit Minl	Senior Plan	602 Robert I	515-283-471	ajminhas@c 

+ Add a row

22.

**Please complete the following and provide contact information about your 2022 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
York A. Taer	1611 Center	515-321-187		yorkt40@gn 

+ Add a row

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



- 1 Forms
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No

23.

**Please complete the following and provide information about your 2022 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 Fer	1245 42nd S	515-277-896		sfenton@rdg

+ Add a row

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.

N/A

3 of 6000 characters

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

mm/dd/yyyy

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 2022 Secretary/Commissioner.**

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

+ Add a row

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

[Clear Answer](#)

25.

Please complete the following and provide information about your 2022 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. E	451 29th St,	515-280-736		bhhpab@ac 

+ 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

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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 2022 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 Bye	523 Franklir	641-521-934		breannbye@
Evan Herloc	1426 9th St	319-721-057		ejherlocker@

+ Add a row

26.1.

**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.**

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](#)

- 1 Forms — 2 Attachments — 3 Portfolio — 4 Submit NEXT >

commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Martha Green	815 18th St	515-681-20		mgreenaia@
York A. Taer	1611 Center	515-321-18		yorkt40@gn

+ 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.**

mm/dd/yyyy

**27.3.**

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

Yes

No

[Clear Answer](#)

**28.**

Please complete the following and provide information about your 2022 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 Fer	1245 42nd S	515-277-89		sfenton@rd
Tiffany Allis	2227 E 29th	515-988-54		tiffany.allisor

- 1 Forms
- 2 Attachments
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Evan Shaw	2616 Druid	515-554-361	evans@invi
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+ 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

3 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](#)

29.

Please complete the following and provide information about your 2022 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

+ Add a row

30.

Please complete the following and provide information about your 2022 Commissioner.

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

- 1 Forms
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31.

**Please complete the following and provide information about your 2022 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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+ Add a row

32.

**Please attach biographical sketches for commissioners who were newly appointed in 2021.**

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.

Choose a file

33.

**Does your commission have any vacancies? If so, how many? If you have no vacancies, enter N/A. \***

Yes, 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
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1 Forms — 2 Attachments 3 Portfolio — 4 Submit

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ASTM C 17	APT: Associ	Dec 1, 2021	Scotney Fer	
Commercial	Active Inter	July, 20, 202	Scotney Fer	
Sustainabilit	NAPC	June 17, 20:	Patricia Bari	

+ 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.

Patricia Barry, Martha Green

28 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.


This question is required.

 Choose a file

Saved

# Certified Local Government Annual Report

Name of Certified Local Government: City of Des Moines

  
Signature of person who completed this report

4/11/22  
Date

*I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).*

4/18/22  
Date of public meeting

  
Signature of Mayor or Chairman of the Board of Supervisors

4/18/22  
Date

T.M. Franklin Cownie  
Printed Name of Elected Official

**Please upload this completed form with your annual report on SlideRoom.**

**Thank you.**