

Amana Colonies Land Use District
Minutes of the Regular Board of Trustees Meeting
March 8, 2021 – 7:00 p.m.
Via Zoom App

An in-person meeting is not possible due to the ongoing Covid-19 pandemic and the small size of the ACLUD meeting room, which does not provide enough room to maintain social distance between those attending.

- I. Call Meeting to Order. Amana Colonies Land Use District Board of Trustees President Lynn Trumpold called the meeting to order at 7:00 p.m. Present: L. Trumpold, Laura Kay Sheely, Andrew Conquest, Bruce Trumpold, Cherie Hansen-Rieskamp, Joe Parcell, and Administrator Elly Hoehnle. Trustee Ithiel Catiri was absent. Also present were several members of the public.
- II. Set Agenda. Motion by Conquest, second by B. Trumpold, to set the agenda as presented. Motion carried 6-0.
- III. Review/Approve:
 - a. February 8, 2021 public hearing minutes. Motion by Conquest, second by B. Trumpold, to approve the minutes as presented. Motion carried 6-0.
Sheely stepped out of the meeting.
 - b. February 8, 2021 regular meeting minutes. Motion by Conquest, second by B. Trumpold, to approve the minutes as presented. Motion carried 5-0.
Sheely returned to the meeting.
 - c. February 22, 2021 special meeting minutes. Motion by Conquest, second by Hansen-Rieskamp, to approve the minutes as presented. Motion carried 6-0.
- IV. Welcome visitors and allow citizens to speak on items not on the agenda. Jason Miller as if there are any ACLUD requirements to reinstall his sidewalk after his water pipe burst and part of his sidewalk was removed during the work. There are no ACLUD requirements to install a sidewalk.
- V. Review/Approve March disbursements. Motion by Conquest, second by Hansen-Rieskamp, to pay the bills. Motion carried 6-0.
- VI. Review/Approve February Treasurer's Report. Motion by Conquest, second by Hansen-Rieskamp, to approve the February Treasurer's Report. Motion carried 6-0.
- VII. Discussion/Action on the following permit applications in a Historic Preservation District:
 - a. 2020-076, Jeff & Suzanne Conquest, 621 46th Ave. Request to modify design of south stairs on previously issued permit. Applicant noted that originally just the deck boards and stair treads were to be replaced, but the stairs fell apart during construction. The porch railings and step handrail were replaced with vertical balusters, to match the east porch. Historic Architectural Guidelines show horizontal handrails. HPC recommend the request be denied. L. Trumpold noted a few different types of handrails in town; suggested possibly remove balusters and put third horizontal board. Applicant noted safety concern with horizontal railings. Guidelines have not changed. Discussion of Historic Architectural Guidelines versus Ordinances. Motion by B. Trumpold, second by Hansen-Rieskamp, to require applicant to remove vertical balusters and replace them with horizontal boards, either 3 or 4 boards, depending on the height of the rail. Motion carried 3-2-1 with Conquest abstaining.

- b. 2021-001, Jeff & Suzanne Conquest, 621 46th Ave. Replace windows, change attic vent. Applicant noted that the windows the Administrator noted the 28"x29" windows are 1/1 are 2/2. With the change in pane configuration, motion by Parcell, second by Hansen-Rieskamp, to approve the application as amended. Motion carried 5-0-1 with Conquest abstaining.

VIII. Other Business

- a. Discussion/Action: Proposed Guidelines for Window Wells in Historic Preservation Districts. Historic Preservation commission will review and comment at their March meeting. The Board of Trustees will schedule review/approval at the April meeting.
- b. Discussion/Action: Proposed Guidelines for Egress Windows in Historic Preservation Districts. Need to The Historic Preservation Commission will review at their March meeting. Guidelines should be reviewed one final time at the April Board of Trustees meeting.
- c. Discussion/Action: Proposed ordinance amendments for fences (Section 31.02.050.L). Motion by Conquest, second by B. Trumpold, to set a public hearing for April 12 and to direct the Administrator to send the proposed changes to SHPO for review. Motion carried 6-0.
- d. Discussion/Action: Digitizing ACLUD Records. Motion by B. Trumpold, second by Hansen-Rieskamp, to appoint a subcommittee to explore digitizing ACLUD records. The subcommittee consists of Betsy Momany, Andrew Conquest, Bruce Trumpold, and Elly Hoehnle. Motion carried 6-0.
- e. Discussion/Action: Proposal for live plant sales/outdoor merchandising. Discussion of SHPO comments. Conquest sees four categories: 1. Greenery (live plant sales), 2. Hardscapes, 3. Outdoor patron spaces, 4. Special events. #1, if proposal only applicable for greenery, (seasonal permit) he supports. Does not support #2. #3 is somewhat ambiguous, create separate permit(?). #4 create a system where business can use green space two weekends per year. Looking for something easily enforceable, no ambiguity. Sheely: likes language proposed by ACLUD attorney and is ready to vote on it. B. Trumpold: need to clarify space allowed--walkways and other paths should be part of the percentage allowed to be used (30%?); display should be temporary—does not interfere with property off-season. Difficulty is finding a middle ground .
Motion by Sheely to move forward with the draft ordinance changes provided by the ACLUD attorney, sending it to HPC for comment and setting a public hearing, second by Hansen-Rieskamp. Motion fails on 3-3 vote.
Motion by Conquest to table this matter until the April 12 BOT meeting, second by Sheely. Motion carried 6-0.
- f. Discussion/Action: Proposal from Janice Rawson. Due to ongoing discussion for proposals for live plant sales/outdoor merchandising, enforcement action is paused at this time. Administrator suggested that a site plan be submitted. Motion by Sheely, second by Hansen-Rieskamp, to table the matter until the next meeting. Motion carried 6-0. Administrator will provide information regarding traditional plantings to Rawson.

- IX. Administrator's Report. No change at old Middle fire station. House at 2704 220th Trail being used as rooming house without applying for a change of use. Administration will follow up with both owners. The Venard deadline is March 15. At Trustee direction, the Administrator will send a letter after that date (Notice of Non-response, give them a chance to respond at April meeting.)

- X. President's Report. Old Middle store: vacant for several years. Concern about condition of building. Administrator will invite property owner to participate at next BOT meeting.
- XI. Adjourn. Motion to adjourn by Sheely, second by Parcell. The meeting was adjourned at 9:12 p.m.

Lynn Trumpold, ACLUD BOT President

Eleanor S. Hoehnle, Administrator

The Amana Colonies Land Use District Board of Trustees was established and its members duly elected in accordance with the provisions of Chapter 303, Code of Iowa, subsections 303.41 through 303.68. All activities of the Board of Trustees in exercising its corporate authority including the election of officers, meetings and public hearings, expenditure of funds, appointment of Boards and employees are public records, and are in accordance with the provisions of Chapter 303, Code of Iowa. All Amana Colonies Land Use District Board of Trustees meetings are open to the public and the public is encouraged to attend the meetings.