

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 23, 2012
	<p>Agenda Item No. 36</p> <p>Roll Call No. <u>12-1185</u></p> <p>Communication No. <u>12-391</u></p> <p>Submitted by: Phillip Delafield, Community Development Director</p>

AGENDA HEADING:

On issuance of a Certificate of Appropriateness for exterior alterations to 3939 Grand Avenue (Charles H. Martin House).

SYNOPSIS:

The subject property was designated as a Local Landmark by the City Council on February 7, 1994, by Roll Call No. 94-481. The Landmark Review Board (LRB) is charged with reviewing proposed alterations to the exterior of locally designated landmarks not located in a local historic district and forwarding a recommendation to the City Council. All Certificates of Appropriateness for local landmarks that are not located in a local historic district are issued by the City Council. The applicant wishes to construct a monument sign in the front yard and to make modifications to the carriage house. This request was reviewed by the LRB on June 26, 2012. A copy of the LRB meeting summary, staff report, pictures and drawings are included in the Council packet.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

The subject property was designated as a Local Landmark by the City Council on February 7, 1994, by Roll Call No. 94-481. The Landmark Review Board (LRB) is charged with reviewing proposed alterations to the exterior of locally designated landmarks and makes recommendations to the City Council. All Certificates of Appropriateness for local landmarks that are not located in a local historic district are issued by the City Council. The applicant is proposing to construct a monument sign in the front yard to identify their architectural business and to convert the carriage house to a dwelling unit. The carriage house was originally constructed with chauffeur’s quarters on the second floor.

The subject property is located at the northeast corner of the 40th Street and Grand Avenue intersection. The property contains a 2½-story office building that was originally constructed as a single-family dwelling in the middle of the site and a 1½-story carriage house with 2nd floor living space in the northeast corner of the lot. The buildings were constructed circa 1913 according to the Polk County Assessor’s webpage.

This request was reviewed by the Landmark Review Board (LRB) on June 26, 2012. At that meeting the LRB voted 11-0 to approve a motion to recommend approval of the request subject to the applicant retaining and storing the garage window to be removed on the premise for future reference and

potential reuse. A copy of the LRB meeting summary, staff report, pictures and drawings are included in the Council packet.

PREVIOUS COUNCIL ACTION(S):

Date: July 9, 2012

Roll Call Number: [12-1087](#)

Action: On issuance of Certificate of Appropriateness for exterior alterations to 3939 Grand Avenue (Charles H. Martin House), (7-23-12). ([Council Communication No. 12-381](#)).
Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S):

Board: Landmark Review Board

Date: June 26, 2012

Resolution Number: N/A

Action: Landmark Review Board voted 11-0 to approve a motion to recommend approval of the request subject to the applicant retaining and storing the garage window to be removed on the premise for future reference and potential reuse.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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