

ORDINANCE

745

AN ORDINANCE ESTABLISHING A HISTORIC PRESERVATION COMMISSION FOR THE CITY OF WEST BRANCH, IOWA; PROVIDING FOR THE RECOGNITION AND PROMOTION OF HISTORIC SITES AND DEFINING POWERS AND DUTIES OF THE COMMISSION.

BE IT ORDAINED BY THE CITY COUNCIL OF WEST BRANCH, IOWA:

Section 1: Purpose and Intent

The purpose of this ordinance is to:

- a. Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement, and perpetuation of sites and districts of historical and cultural significance;
- b. Safeguard the City's historic, aesthetic, and cultural heritage by preserving sites and districts of historic and cultural significance;
- c. Stabilize and improve property values;
- d. Foster pride in the legacy of beauty and achievements of the past;
- e. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided;
- f. Strengthen the economy of the City;
- g. Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the City.

Section 2: Definitions

- a. Commission. The West Branch Historic Preservation Commission, as established by this ordinance.
- b. Historic District. An area which contains a significant portion of sites including archaeological sites, buildings, structures, objects and/or other improvements which, considered as a whole, possesses integrity of location, design, setting, materials, workmanship, feeling, and association, and
 1. embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or that

- represents a significant and distinguishable entity whose components may lack individual distinction; or
 - 2. is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or
 - 3. possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials, or combinations thereof, which is deemed to add significantly to the value and attractiveness of properties within such area.
 - 4. is associated with the lives of persons significant in our past; or
 - 5. has yielded, or may be likely to yield, information important in prehistory or history.
- c. *Historic Landmark. A site including archaeological sites, object, structure or building which,*
- 1. is associated with events that have made a significant contribution to the broad patterns of our history; or
 - 2. is associated with the lives of persons significant in our past; or
 - 3. embodies the distinctive characteristics of a type, period, or method of construction, or that represents a work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or
 - 4. has yielded, or may be likely to yield, information important in prehistory or history.

Section 3: West Branch Historic Preservation Commission

- a. The Commission shall initially consist of five members who shall be residents of the City.
- b. Members of the Commission shall be appointed by the Mayor with the advice and consent of the City Council. Members shall demonstrate a positive interest in historic preservation, possessing interest or expertise in architecture, architectural history, historic preservation, city planning, building rehabilitation, conservation in general or real estate.
- c. The original appointment of the members of the Commission shall be, three for two years, and two for three years, from January 1 following the year of such appointment or until their successor is appointed to serve for the term of three years.
- d. Vacancies occurring in the Commission, other than expiration of term of office, shall be only for the unexpired portion of the term of the member replaced.
- e. Members may serve for more than one term and each member shall serve until the appointment of a successor.
- f. Vacancies shall be filled by the City according to the original selection as aforesaid.

- g. Members shall serve without compensation.
- h. A simple majority of the commission shall constitute a quorum for the transaction of business.
- i. The Commission shall elect a Chairman who shall preside over all Commission meetings and elect a Secretary who shall be responsible for maintaining written records of the commission's proceedings.
- j. The Commission shall meet at least three (3) times a year.
- k. Because the West Branch Historic Preservation Commission has a strong interest in liaison with organizations that have a special affinity with local history, the Commission may recommend to the Mayor and Council that up to three (3) Ex. Officio (non-voting) honorary members be appointed to the Commission by the Mayor with the advice and consent of the City Council. These Ex. Officio (non-voting) honorary members may be representatives of the Herbert Hoover National Historic Site, the Herbert Hoover Presidential Library-Museum and the Hoover Presidential Foundation.

Section 4: Powers of the Commission

- a. The Commission may conduct studies for the identification and designation of historic districts and landmarks meeting the definitions established by this ordinance. The commission may proceed at its own initiative or upon a petition from any person, group, or association. The Commission shall maintain records of all studies and inventories for public use.
- b. The Commission may make a recommendation to the State Historic Preservation Office for the listing of a historic district or landmark in the National Register of Historic Places and may conduct a public hearing thereon.
- c. The Commission may investigate and recommend to the City Council the adoption of ordinances designating historic landmarks and historic districts if they qualify as defined herein; and
- d. Provide information for the purpose of historic preservation to the governing body.
- e. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.
- f. Other Powers. In addition to those duties and powers specified above, the Commission may, with City Council approval:
 1. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.
 2. Acquire by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties.
 3. Preserve, restore, maintain and operate historic properties, under the ownership or control of the Commission.

4. Lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
5. Contract, with the approval of the governing body, with the state or the federal government or other organizations.
6. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation.

Section 5: Signs

It is unlawful for a person to install, alter or repair any signs within the Preservation or Historic District (see attached map) without first obtaining a permit. All signs shall conform with the "Standards for Signage Design and Display" (attached as Appendix pages 22-26) and with the design principles contained within the Preservation Brief: *The Preservation of Historic Signs* by Michael J. Auer (attached). The city administrator shall be responsible for ensuring that sign applications (form attached as Appendix page 29) are reviewed and processed in a timely manner according to the above-mentioned standards and principles. All signs that were installed or displayed as of September 9, 1991 are allowed to remain. All signs installed or displayed after that date must comply with this chapter.

Section 6: Severability

Should any section or provision of this ordinance be decided by a court of this state to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so decided to be unconstitutional or invalid.

Section 7: Amendatory Provisions

The City may amend this ordinance to meet any unforeseen circumstances which may affect the duties and responsibilities of the Commission.

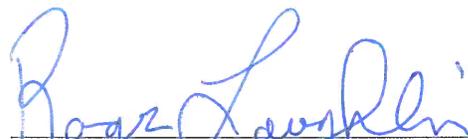
Section 8: Effective Date

This ordinance shall take effect immediately upon passage and publication as required by law.

* * * * *

Passed and approved this 6th day of March, 2017.

First Reading: February 21, 2017
Second Reading: March 6, 2017
Third Reading: March 20, 2017



Roger Laughlin, Mayor

ATTEST:



Gordon Edgar, Deputy City Clerk