



Downtown Grant Review Board Meeting Agenda

Wednesday, October 23, 2024 - 9:00 AM

City Offices (Building 18, Legacy Plaza) - Large Conference Room
403 W 4th St N, Suite 501
Newton, IA 50208

- I. Roll Call
- II. Review of Minutes of Previous Meeting
 1. Minutes of previous meeting: 07/17/2024
- III.
 1. New Business
 - Downtown Improvement Grant
 - 211 1st Avenue W. Newton, IA 50208 - Signage
 - 209, 211 N 2nd Ave W Newton, IA 50208 - Signage
 - 211 N 2nd Ave W Newton, IA 50208 - Restaurant improvements
- IV. Adjourn

Members: Mike Sell, Fred Chabot, Corrine Coyle, Don Poynter, Rita Reinheimer, Marilyn Terlouw, Bonnie Terpstra

Minutes of Meeting
Downtown Grant Review Board

Community Development/Community Services/Public Works Large Conference Room
303 West 4th Street North, Building 18, Suite 501
Newton, Iowa 50208

August 17, 2024

ROLL CALL: Board members present: Coyle, Chabot, Poynter, Reinheimer, Terlouw, Lawson

Board members absent: Terpstra

STAFF PRESENT: Varsha Borde, City Planner
Brian Dunkelberger, Senior City Planner

OTHERS PRESENT: Erin Yeager, Newton Main Street Executive Director
Ella Nyugen – New tenant

A quorum being present, the meeting was called to order at 9:05 AM by Chair Coyle

Minutes of the Previous Meeting. Minutes of the previous meeting for April 24, 2024 were reviewed and approved (6-0). Motion by Poynter, Seconded by Chabot.

Downtown Improvement Grant: 306 1st Avenue West, Terlouw, Nyugen, Applicant. Staff reviewed the staff report for the proposed project at 306 1st Avenue West. The project includes awning, signage, front door. Terlouw gave descriptions of the door, awnings and the signage. Reinheimer asked about the paint for signage, Terlouw confirmed that they would be painting letters on the wall and described the process. Terlouw introduced Ella, the new tenant. Ella described the use of the space, that it will be a boutique style salon and that there will be 1-2 employees. Described that she graduated from ISU and it's her first business, working currently as a purchasing agent. She will be commuting from Mingo, IA. Subject property is a contributing structure to the historic district and has historic integrity.

Motion by Poynter to close public comment. Seconded by Lawson. Approved (6-0)

Motion by Chabot, seconded by Reinheimer to approve the grant of \$3,178.47 for 306 1st Avenue West, as proposed by staff with \$1,571.25 to the Terlouws for the First Ave Loft Signage and Awning, and \$1,607.00 to Ella Nyugen for the Commercial Tenant Signage (Urban Nails) and the Exterior Storefront door, provided a 1:1 match is met by the applicants. Terlouw abstained from voting. Approved (5-0).

Adjournment. Meeting adjourned at 9:17 AM. Motion by Chabot, seconded by Poynter. Approved (6-0).

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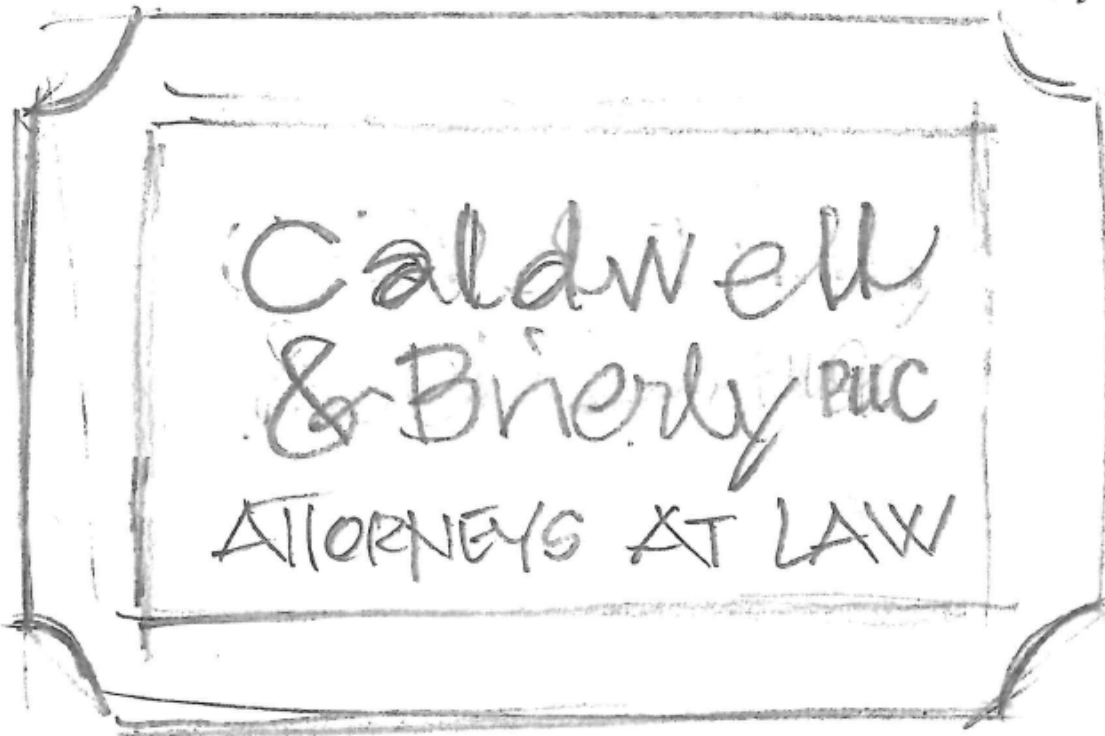
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Downtown Grant Review Board - Staff Report

Location: 211 1st Ave W
Applicant: Randy Caldwell
Owner: Randy Caldwell
Program Area: 211 1st Ave W
Current Use: Caldwell and Brierly Law Office

Proposal: Signage to support the Caldwell and Brierly Law Office



Sketch of the proposed Signage



2023 Photo of the front Subject Building



2023 Photo of the rear of Subject Building

Building Background: The new office was constructed on the site in the 1980s. As a resource dating to less than 50 years of age, the Law Office building is considered a non-contributing structure to the Newton Downtown Historic District. (Newtongov.org)

Building Description and History: The Law Office building is a one-story, commercial property stretching approximately 80 feet south from its approximately 40-foot frontage on 1st Ave. W. The building is faced in red brick, its architectural character derived from the prominent pedimented entrance and stylized version of a classical architrave. Other contemporary versions of classical details are utilized in the door and window details. The Law Office building was constructed on this site in the 1980s. Prior to its construction, the site had been vacant since 1954 when a building housing the Newton Elks Club and Wilding Plumbing and Heating burned. That structure, which dated to ca. 1905, housed the Newton Post Office from 1905 to 1925.

When constructed, the Law Office building was known as Brierly, McCall, Girdner, Chalupa & McCall. A law firm has continuously resided at this location since that time, but the law firm name has changed reflecting shifts in attorneys attached to the firm. (Newtongov.org)

There were no grants awarded to the building in the past.

Analysis & Recommendation:

Signage: New signage is proposed for the Clements and Brierly Law Firm.

- The applicant is proposing 3 new signages to the building (211 1st Ave W)
- The applicant is proposing the following signs –
 - Front of building - 2 identical signs
 - Back of building – 1 sign
- Sign details –
 - Size approximately 30” * 45”
 - Rectangular with some cutouts
 - White lettering on black or dark gray background

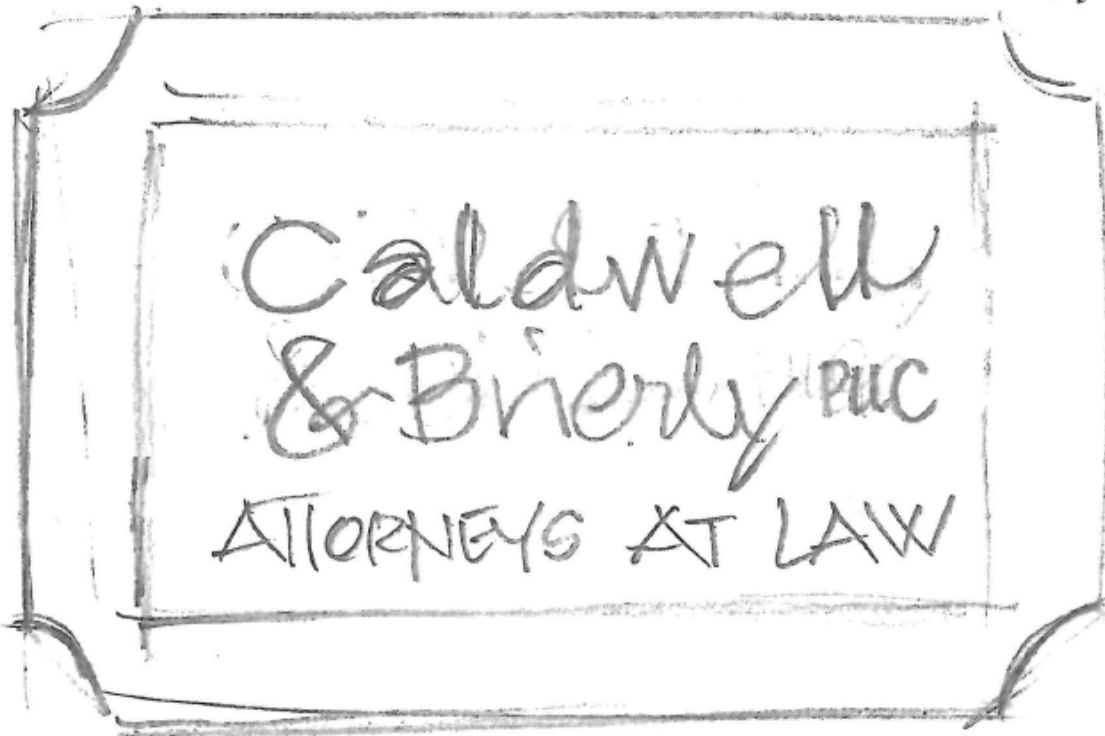
Proposed Project	Estimated Cost	1:1 Match Amount	Maximum Allowed	Less previous Award	Recommended Grant
Caldwell Law Firm Sign	\$750.00	\$375.00	\$750.00	\$0.00	\$375.00
Total					\$375.00

Staff recommends approval of the grant request of **\$375.00** to Randy Caldwell.

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Downtown Grant Review Board - Staff Report

Location: 209 and 211 2nd Avenue W
Applicant: Dusty Clements
Owner: Dusty Clements
Program Area: Various
Current Use: Clements Law Firm and Vacant Space

Proposal: Signage to support the Clements Law Firm and the Zenuue Event Space (new business)



Proposed Signage



Historic Photo of Subject Building- about 1930



2023 Photo of Subject Building

Building Background: The subject property is considered a non-contributing structure to the Newton Downtown Historic District. When constructed this resource was clad in dark brick, with upper story fenestration flush to the building. Because the alteration to the present appearance occurred less than fifty years ago, the alteration is considered non-historic and a significant breach of the building’s historic integrity as it relates to design, workmanship, and materials. This loss cannot be overcome by the retention of integrity as it relates to location, association, and setting. As a result, the building does not bear sufficient historic integrity to be considered a contributing resource to the historic district.

The earliest occupant of this building’s appears to be a billiard hall in the east bay. The most stable and the best-known tenant was Carson’s Beauty Salon, which was located in the east bay from the 1950s through the mid-1990s.

Occupants of note in the western bay were the Quality Café from the mid-1930s to the mid-1950s, and a series of shoe repair shops that provided a much-needed service from the mid-1970s to approximately 2000.

Building Description: The subject building has basically three facades visible by public right-of-way (street or alley).

Past Grant Awards:

Previous Awarded Project	Project Area	Grant Amount
Façade Renovation (Reso: 2024-159)	Façade Removal and Façade Rehabilitation	\$26,000

Analysis & Recommendation:

Signage: New signage is proposed for both “tenants” of the building- the Clements Law Firm and The Zenue Event Space -

- The applicant is proposing new signage to both the businesses at the building (209 and 211 2nd Ave W), and each tenant is allowed a sign grant.
- The applicant is proposing the following signs -
 - Clements Law Firm storefront - 2inch dimensional letters, window decal and round dimensional signs
 - The Zenue Event space - 2 inch dimensional letters

Proposed Project	Estimated Cost	1:1 Match Amount	Maximum Allowed	Less previous Award	Recommended Grant
Clements Law Sign total (2 in dimensional letters, window decal, round dimensional	\$2,556.75	\$1,278.38	\$750.00	\$0.00	\$750.00
The Venue Sign 2 in dimensional letters	\$950.68	\$475.34	\$750.00	\$0.00	\$475.34
Total					\$1,225.34

Staff recommends approval of the grant request of \$\$1,225.34 to Dusty Clements as follows:

- 209 2nd Ave W: \$750.00 for Clements Law Firm
- 211 2nd Ave W: \$475.34 for the Zenue Event Center

Downtown Grant Review Board - Staff Report

Location: 209 and 211 2nd Avenue W
Applicant: Dusty Clements
Owner: Dusty Clements
Program Area: Various
Current Use: Clements Law Firm and Vacant Space

Proposal: Signage to support the Clements Law Firm and the Zenuue Event Space (new business)



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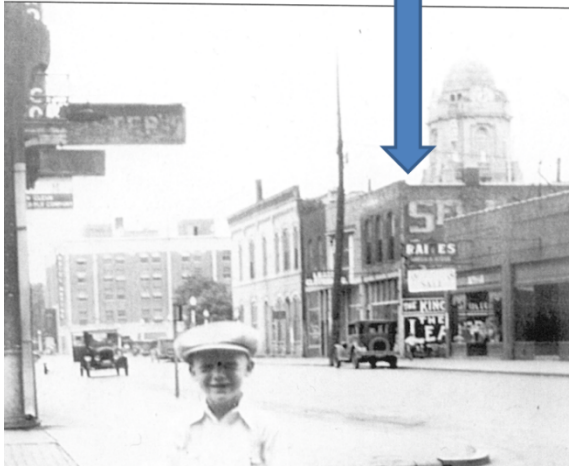
Location: 211 2nd Avenue W
 Applicant: Dusty Clements
 Owner: Dusty Clements
 Program Area: The Zenuue Event Space
 Current Use: Vacant

Proposal: Restaurant improvements for the kitchen and restaurant at the Zenuue Event Space (new business)



Proposed Layout

Building Background:



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Building Description: The subject building is approximately 40 ft. by 58 ft. The restaurant area occupies roughly half the area.

Past Grant Awards:

Previous Awarded Project	Project Area	Grant Amount
Façade Renovation (Reso: 2024-159)	Façade Removal and Façade Rehabilitation	\$26,000
Signage	Signage for 209 and 211	\$1,225.34

Analysis & Recommendation:

The grant applicant requests grant money for the interior of 211 N 2nd Ave W. of the building, which is currently vacant. Proposed improvements include a restaurant seating area, service counter, kitchen and toilets. The applicant is requesting grant money for the following items.

Proposed Project (Items Requested)	Estimated cost each	Quantity	Total cost	Notes
Toilet paper dispenser	\$31.97	2	\$63.94	Not kitchen
Wine cooler cabinet	\$199.97	2	\$399.94	Sned's 114 1 st Ave E
Coffee maker	\$355.00	1	\$355.00	Bridgehouse Coffee. 111 W 2nd St N
ETL commercial double-deck oven?	\$569.00	1	\$569.00	Counter top
Freezer	\$1,198.99	1	\$1,198.99	Sned's 114 1 st Ave E
Kitchen Sink	\$349.95	1	\$349.95	
Handwashing sink	\$146.25	2	\$292.50	Not kitchen
Shelves	\$62.00	6	\$372.00	Sned's 114 1 st Ave E
Microwave oven	\$300.00	1	\$300.00	Sned's 114 1 st Ave E
Paper roll dispenser	\$41.99	3	\$125.97	
Work Table	\$164.95	2	\$329.90	Sned's 114 1 st Ave E
Georgia Pacific 53590 (Hand sanitizer)	\$35.50	3	\$106.50	
Slush machine	\$949.99	1	\$949.99	Counter-top - Not permanent
Mirror	\$71.99	2	\$143.98	Not Kitchen
Refrigerator	\$2,099.99	1	\$2,099.99	
High Temp rack - dishwasher	\$3,475.72	1	\$3,475.72	
Steel sink	\$161.49	1	\$161.49	
Ice machine	\$1,439.09	1	\$1,439.09	
Vacuum sealer	\$299.99	1	\$299.99	Not permanent
Panini grill	\$220.99	1	\$220.99	Not permanent
Commercial Griddle-countertop	\$300.00	1	\$300.00	Not permanent
Water boiler	\$199.99	1	\$199.99	Not permanent
Worktable Workstation	\$185.00	1	\$185.00	Not permanent
Soda maker	\$649.99	1	\$649.99	Not permanent
Freeze dryer machine	\$4,999.00	1	\$4,999.00	Not permanent
Food dehydrator	\$418.00	1	\$418.00	Not permanent
Freezer	\$1,880.00	1	\$1,880.00	Not permanent
Food warmer	\$238.99	1	\$238.99	Not permanent
Food warmer	\$169.68	1	\$169.68	Not permanent
Neon sign business	\$408.98	1	\$408.98	
Hood	\$220.97	1	\$220.97	
Total			\$7979.68	

Summary of grant application:

Proposed Project	Estimated Cost	1:1 Match Amount	Maximum Allowed	Less previous Award	Recommended Grant
Restaurant Improvements	\$7,979.68	\$3,989.84	\$25,000	-	\$3,989.84
Total					

Staff recommends approval of the grant request of **\$3,989.84** to Dusty Clements for the proposed restaurant improvements.

Downtown Grant Review Board - Staff Report

Location: 211 2nd Avenue W
 Applicant: Dusty Clements
 Owner: Dusty Clements
 Program Area: The Zenuue Event Space
 Current Use: Vacant

Proposal: Restaurant improvements for the kitchen and restaurant at the Zenuue Event Space (new business)



Proposed Layout

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