

Minutes of Meeting Downtown Grant Review Board

Via Zoom and City Website www.newtongov.org

May 19, 2021

ROLL CALL: Board members present: Poynter, Coyle, Chabot, Reinheimer, Terpstra

Board members absent: Terlouw, Berndt

STAFF PRESENT: Erin Chambers, Director of Community Development

OTHERS PRESENT: Erin Yeager, Newton Main Street
Miranda Caldwell, Glasshouse Incubator
Gary Forbes, Forbes Office Solutions

A quorum being present, the meeting was called to order at 9:00 AM by Chair Coyle.

Minutes. Minutes of the April 21, 2020 meeting were reviewed, corrected and approved. **Motion** by Chabot, **seconded** by Poynter, 5-0, Unanimous Approval.

Corrections: (found in **bold** and underline)

- Page 1, Remove **Terlouw** from “Board Members Present”

Old Business.

- A.** Nancy’s Canned Creations, 201 1st Avenue West
Chambers reviewed the updated staff report and revised proposal from the applicant. The building signage has become more general and the design/colors align with the building design/colors. **Motion** by Poynter, **seconded** by Terpstra to approve the signage grant as submitted, up to the maximum allowable amount and provided a 1:1 match is met, Roll Call Vote, 5-0, Unanimous Approval.

New Business.

- A.** Glasshouse Incubator, LLC, 102 1st Street North
Chambers reviewed the staff report for the proposal from Glasshouse Incubator, LLC for new signage, painting and awning removal. Terpstra asked if the “lines” in the sign design are for future tenants; Miranda Caldwell, Glasshouse, replied that they were. Discussion about the significance of the “Glasshouse” name. Caldwell stated that they are using the word “glasshouse” as a synonym for “greenhouse”- for growing small businesses. They felt that glasshouse would not be confused with an actual greenhouse business. Discussion about the change from the green sign background to black. The condo association for the building approved. Reinheimer stated she loved the look of the sign. Terpstra stated it looks very classy. **Motion** by Chabot, **seconded** by Reinheimer to approve the awning, signage, and painting grant in a total amount not to exceed \$1,088.24, provided the 1:1 match is met for each program area, Roll Call Vote, 5-0, Unanimous Approval.
- B.** Forbes Office Solutions, 102 North 2nd Avenue East
Chambers reviewed the staff report. Chambers noted that the project is not yet ready for a vote as some additional information is still needed before a recommendation for action can be made. Erin Yeager, Newton

Main Street, said that the end design for the building renovations will be as shown in the bottom corner of the Main Street Iowa Design Concept included in the packet. There will not be any awnings. Reinheimer noted that she wrote the site inventory form for the building for the historic district. She recalls that the building was once sandblasted. Gary Forbes, owner, was present in the meeting and confirmed this was his recollection as well. Discussion about whether past sandblasting will impact whether or not the pressure washing as proposed will be hard on the building.

Discussion to set a special meeting for the board to continue to consider the application once more information received. Meeting set for June 2, 2021 at 9:00 AM via Zoom.

Adjournment. Motion by Poynter to adjourn the meeting and **seconded** by Chabot. 5-0, Unanimous Approval. Meeting adjourned at 9:29 AM.