

**1. I am aware the submission of this report requires a signature from my communities chief elected official.**

The signature form is located here:

yes

[Clear Answer](#)

**2. Name of the city, county, or land use district: \***

Please choose from the drop down list.

Waterloo Historic Preservation Commission ▼

**3. Did your commission undertake any survey, evaluation, and/or registration/nomination projects? \***

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.

The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission.

Yes

No

I don't know

**4. Were any National Register of Historic Places properties in your jurisdiction altered, moved, or demolished in this calendar year? \***

Yes

No

I don't know

**5. Does your local government designate local landmarks or local districts? \***

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at [historic.preservation@iowaeda.com](mailto:historic.preservation@iowaeda.com) before you complete this section.

- Yes
- No
- I don't know

**5.1.**

**What properties did your community place on its list of locally designated historic landmarks and/or historic districts? \***

Please attach a copy of the final designation nomination(s) and ordinance(s) for these properties.

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and BEFORE it is placed on the city council's agenda.

 2023 Local Designations.pdf (3MB)



**6. Has your community passed ordinances that directly or indirectly impact historic preservation? \***

- Yes
- No
- I don't know

**7. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do! \***

Please check all that apply!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.

2) The CLG shall provide for adequate public participation in the local historic preservation programs.

a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc.

b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.

c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.

d. Design guidelines/standards

Other:

7.1.

**Describe your communities assistance with preservation issues or projects in this calendar year. \***

Please be specific (address(es) of the property(ies), what was the issue(s), what assistance was provided.

The Historic Preservation Commission works with property owners in all parts of the city. However, most owners who come to speak with the Commission live in the nationally recognized and locally designated Highland Historic District. This year the Commission listened to Matthew Gilbert give an update on the progress the 415 Collective has made on the church at 415 Walnut Street. The Commission was then able to recommend that information about the project is available at the existing meeting site of the Walnut Ridge Church congregation. They also gave the idea that this project could be a blueprint for a project at Mount Moriah Missionary Baptist Church. The Commission also talked heavily about ways to prevent the increasing number of demolitions of structures in Waterloo. The Commission approved Certificates of Economic Hardships to demolish a home at 207 Lafayette Street and a multi-unit home at 127 Lafayette Street after not being able to find the money or a willing entity to rehabilitate the homes. The historic Park Avenue bridge in Waterloo has been rebuilt and the City was looking for ways to memorialize the historic bridge. The Commission gave ideas such as contacting the Youth Art Team to create a sculpture or mural, or using a old piece of the bridge to create a sculpture, or having a marker that talks about the history of the bridge. A property owner in the Highland District at 1104 Vine Street received approval from the commission on placing a 6' wood privacy fence on the property and the commission noted the fence will enhance the other improvements that have been made to the property. Another property

2293 of 6000 characters

7.1.

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**8. Were there any issues, challenges or successes your preservation commission encountered or accomplished this year?**

The Waterloo Historic Preservation Commission completed a 5 year long Civil Rights Project with a consultant. The project included creation and installation of 7 signs at 7 historic civil rights significant areas in Waterloo. The consultant also worked to put together multiple Site Inventory Forms for civil rights significant locations. Some of the sites included Bess Chapel, Furgerson Fields Park, East High School, Fullilove School of Music, A.W. Haffa Building, and B.F. Tredwell Tourist Home. Lastly, the consultant worked on an amendment to the National Register designation for the Rath Administration Building.

The Commission also had a successful Awards Banquet in May with many attendees and great feedback from community members.

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**9. What partnerships did your commission form or continue with other entities?**

Examples include local main street office, local school, historical society, library, museum, service club, etc.

If none, enter N/A

Main Street Waterloo, Cedar Valley Historical Society, Silos and Smokestacks, Grout Museum, Highland Neighborhood, Walnut Neighborhood

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**10.**

**Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A.**

N/A

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**11. Does your Historic Preservation Commission have a website? \***

- Yes
- No

**11.1. What is the website address? \***

cityofwaterlooia.com/departments/planning-zoning/historic\_preservation\_commis:

**12. Does your commission have social media accounts? \***

- Yes
- No

**12.1. Please list any accounts your Historic Preservation Commission utilizes. \***

The Commission has access to post to the City of Waterloo Facebook page.  
[www.facebook.com/WaterlooACityHall/](http://www.facebook.com/WaterlooACityHall/)

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13.

**List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). \***

CLG Standards found in CLG Agreement and National Historic Preservation Act: 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year. 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community. 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations. 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

January 17, 2023  
February 21, 2023  
March 21, 2023  
April 18, 2023  
May 16, 2023  
June 20, 2023  
July 18, 2023  
August 15, 2023  
September 19, 2023  
October 17, 2023  
November 21, 2023  
December 19, 2023

14.

**Based on the work plan submitted last year for your commission please provide a self assessment of the progress your commission made on the initiatives and programs that were identified last year. \***

The commission has done a great job of interacting with other collaborators in Waterloo. For example at least one member attends the Main Street Waterloo meetings each month. The members who live in historic neighborhoods also do a great job reporting what has happened in their neighborhood each month. The commission has had discussions with the Cedar Valley Historical Society on different ways to collaborate. The Cedar Valley Historical Society now has a representative that attends most Historic Preservation Commission meetings. The commission also held a successful Awards Banquet in May where the Most Endangered Buildings List was presented.

The commission will be working more towards meeting with City Council to give updates on the commissions actions throughout the year. There will also be a better effort to be more engaged with the Waterloo Schools and the Waterloo Public Library. The commission has plans to hold the Student Art Contest this year and work with the Public Library to hold workshops for the event.

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**15. Where are your official CLG files located? \***

If your commission also has digital file storage please note how those are being stored.

Waterloo City Hall (715 Mulberry Street, Waterloo, IA 50703) and they are located within the Planning drive.

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16.

**In this calendar year, what was the dollar amount of the historic preservation commission's annual budget? \***

We recommend that the local government provide the commission a minimum of \$750 annual budget to pay for training and other commission expense.

0

**17. Additional Budget information**

This is an optional question, if there is any additional information you wish to share with the State Historic Preservation Office regarding your community's budget.

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18.

**Please list the names of the Historic Preservation Commissioners who served during this calendar year. \***

Nick Hedrick, Terry Stevens, Susan Price, Cole Weliver, Ivan Valtchev, Ed Ottesen, Hector Salamanca Arroyo, Matthew Gilbert, and Jared Hottle


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**19. 2024 Work Plan \***

Each Commission should develop an annual work plan. Please include the project(s), initiatives and programs your commission plans to begin or complete.

## 19. 2024 Work Plan \*

Each Commission should develop an annual work plan. Please include the project(s), initiatives and programs your commission plans to begin or complete.


 Action Plan 01.16.24.pdf (69KB)



## 20.

**Please attach the biographical sketches for any commissioners that were appointed in 2023.**






Please be sure newly appointed commissioners sign and date their sketch/ statement.

 Hottle Biographical Sketch.pdf (419KB)



## 21. Commission Training Table

An important requirement of the Certified Local Government program is annual state-sponsored or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, please provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Name of Attendees	
Main Street	Main Street An	Boston, MA	3/26/23 -	Nick Hedrick	
National R	Winneshiek Cc	Decorah, IA	10/20/202	Lexi Schneid	
Congressi		Washington	Septembe	Matthew Gilb	
Imagining		Providence,	October 2	Matthew Gilb	
University		Salt Lake Ci	October 2	Matthew Gilb	

+ Add a row

22.

**Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names.\* \***

Please note this must be completed. If no one attended, enter none.

Now is also a good time to start planning to attend the 2024 Preserve Iowa Summit in Mount Pleasant on June 6-8, 2024. If no one attended please mark N/A.

None

4 of 1000 characters

**23. Suggestions for improvement \***

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

The CLG Program does a great job of responding to questions when community members or commission members need assistance. However, the CLG program could do a better job of sending notices out about events, grants, and training opportunities.

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24.

**What training topic would be most helpful for your Historic Preservation Commission? \***

We will use this information to help design the CLG Roundtable at the Preserve Iowa Summit and other training opportunities throughout the year.

How should you begin to rewrite your Design Guidelines and how should they be organized. A good topic within this would be how to have Design Guidelines for multiple locally designated districts within a City.

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**25. Chief Elected Official \***

Did your communities Chief Elected Official (Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees) change in 2023?

- Yes  
 No

**26. Has the contact information for your communities staff liaison changed? \***

If you have a new staff liaison please select yes.

- Yes  
 No

## 27. Commission Members

Please include all commission members in this table.

If the commissioner represents a locally designated district please provide the district in their role field.

If the commissioner doesn't have an email address please enter a phone number.


For any new commissioners please include the biographical sketch in the following question.

First and Last Name	Mailing Address	Email Address	Term	Role	
Matthew Gil	325 E. Park /	Global.mrg@	2/6/2024	Chair	
Ivan Valtche	527 E Park A	ivanv@invisi	4/18/2025	Walnut Dis	
Susan Price	2753 Fairlan	sueprice49@	5/13/2025		
Ed Ottesen	1941 W 6th S	edwardottese	2/6/2024		
Terry Stevei	1629 Ackerm	danceterryh2	2/6/2024		
Nicholas He	207 Highland	nhedrick@cfi	4/15/2025	Highland D	
Hector Sala	834 Williston	hasarroyo@c	4/18/2025		
Colleen We	159 Prospect	colecarter3@	10/3/2025	Highland D	
Jared Hottle	314 W Mitch	Jared@hottle	3/6/2026		

28.

**Please attach biographical sketches for commissioners who were newly appointed in last calendar year.**

Please be sure newly appointed commissioners sign and date their statement.

 Hottle Biographical Sketch.pdf (419KB)



29.

**Does your commission have any vacancies? If so, how many? If you have no vacancies please enter N/A. \***

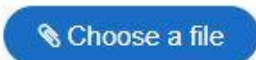
N/A

**30. Authorized Official Signature \***



[https://iowa1-my.sharepoint.com/:w:/g/personal/allison\\_archambo\\_iowaeda\\_com/EbjuV6msG45MlxO31aS7FcsBLK3ltroT4Yx3juDUNJM2\\_w?e=Xudmou](https://iowa1-my.sharepoint.com/:w:/g/personal/allison_archambo_iowaeda_com/EbjuV6msG45MlxO31aS7FcsBLK3ltroT4Yx3juDUNJM2_w?e=Xudmou)

This question is required.



**BIOGRAPHICAL SKETCH  
APPLICANT FOR HISTORIC PRESERVATION COMMISSION**

**Mr. Jared Hottle**

Work ( )/Home ( ) Mailing ADDRESS : **319-288-5382, 314 W Mitchell Ave Waterloo, IA  
50701**

PHONE NUMBERS: WORK- HOME- MOBILE EMAIL ADDRESS **319-288-5382,**

**jared@hottlerealestate.com**

INTEREST IN HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use the back and/or extra sheets if necessary)

EDUCATION: **Bachelor's degree in Economics and Political Science, Central College 2013.  
Master's in Educational Technology, Dakota State University 2014**

EMPLOYMENT: **Realtor, Inspired Real Estate September 2020 - October 2023 ; Realtor,  
Berkshire Hathaway Home Services October 2023 - present**

INTEREST: **I've harbored a longstanding fascination with both national and local history. It's intriguing to ponder the individuals who inhabited and traversed the very structures we navigate today. Numerous elements in older buildings, though economically impractical to replicate, hold significant value in preservation. Waterloo boasts a wealth of history, much of which is embedded in our architectural heritage. The ongoing efforts to maintain and rescue these structures enable our generation to contribute to the community, reduce waste in landfills, and ensure that future generations can witness history unfolding before their eyes.**

While serving on the \_\_\_\_\_ **Historic Preservation Commission**, I have read and will work to insure that the Commission enforces the Historic Preservation Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the [Secretary of the Interior's Standards for Archaeology and Historic Preservation](#).

Signature Date

  
JARED HOTTLE 1/16/24

Prepared by LeAnn M. Even, Deputy City Clerk, City of Waterloo, 715 Mulberry Street, Waterloo, IA 50703, (319) 291-4323.

ORDINANCE NO. 5697

AN ORDINANCE TO DESIGNATE 415 WALNUT STREET AS  
A LOCALLY DESIGNATED LANDMARK.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WATERLOO, IOWA, as follows:

WHEREAS, Chapter 9, Historic Preservation Commission, of Title 2, Boards and Commissions, and Chapter 8, Historic Preservation, of Title 9, Building Regulations, all in the current Code of Ordinances in the City of Waterloo, Iowa, established the following:

9-8-1: Purpose and Intent:

- (a) Protect, enhance, and perpetuate those buildings, sites, and districts that represent or reflect special elements of the city's cultural, social, economic, and architectural history;
- (b) Safeguard the city's historic, aesthetic, and cultural heritage as embodied and reflected in such buildings, sites, and districts;
- (c) Strengthen the city's economy by encouraging the stabilization, improvement, preservation, or rehabilitation of designated properties, districts or sites;
- (d) Protect and enhance the city's historic, cultural, and architectural heritage for tourists and visitors and thereby support and stimulate business and industry;
- (e) Promote the use of historic buildings, sites and districts for the education, pleasure, and general welfare of the people of the city;
- (f) Promote attention to sound design principles in areas of new development and redevelopment, and raise the level of community understanding and expectation for quality in the built environment; and

WHEREAS, Heartland Habitat for Humanity has requested the property at 415 Walnut Street be declared a Historic Landmark; and

WHEREAS, per 9-8-6 (D)(2) Procedure: A public hearing was held on May 15, 2023 and notice was given to each owner of record of the nominated historic landmark; and

WHEREAS, the Historic Preservation Commission recommended approval of the nomination with a vote of 7-0 at their March 21, 2023 meeting, and the Planning, Programming and Zoning Commission unanimously recommended approval of the nomination at their April 11, 2023 meeting.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATERLOO, IOWA, that the request of Heartland Habitat for Humanity to have the property located at 415 Walnut Street declared as a Historical Landmark, be hereby approved.

INTRODUCED:	May 15, 2023
PASSED 1 <sup>ST</sup> CONSIDERATION:	May 15, 2023
PASSED 2 <sup>ND</sup> CONSIDERATION:	May 15, 2023
PASSED 3 <sup>RD</sup> CONSIDERATION:	May 15, 2023

PASSED AND ADOPTED by the City Council of the City of Waterloo, Iowa, on the 15<sup>th</sup> day of  
May 2023.

*Quentin Hart*   
Quentin Hart, Mayor

ATTEST:

*Kelley Felchle*   
Kelley Felchle, City Clerk

SEAL



Prepared by LeAnn M. Even, Deputy City Clerk, City of Waterloo, 715 Mulberry Street, Waterloo, IA 50703, (319) 291-4323.

ORDINANCE NO. 5704

AN ORDINANCE TO LOCALLY DESIGNATE 722 WATER STREET AS A HISTORIC LANDMARK.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WATERLOO, IOWA, as follows:

WHEREAS, Chapter 9, Historic Preservation Commission, of Title 2, Boards and Commissions, and Chapter 8, Historic Preservation, of Title 9, Building Regulations, all in the current Code of Ordinances in the City of Waterloo, Iowa, established the following:

9-8-1: Purpose and Intent:

- (a) Protect, enhance, and perpetuate those buildings, sites, and districts that represent or reflect special elements of the city's cultural, social, economic, and architectural history;
- (b) Safeguard the city's historic, aesthetic, and cultural heritage as embodied and reflected in such buildings, sites, and districts;
- (c) Strengthen the city's economy by encouraging the stabilization, improvement, preservation, or rehabilitation of designated properties, districts or sites;
- (d) Protect and enhance the city's historic, cultural, and architectural heritage for tourists and visitors and thereby support and stimulate business and industry;
- (e) Promote the use of historic buildings, sites and districts for the education, pleasure, and general welfare of the people of the city;
- (f) Promote attention to sound design principles in areas of new development and redevelopment, and raise the level of community understanding and expectation for quality in the built environment; and

WHEREAS, Dhani Re Investments, LLC, has requested the property at 722 Water Street be declared a Locally Designated Historic Landmark; and

WHEREAS, per 9-8-6 (D)(2) Procedure: A public hearing was held on June 20, 2023 and notice was given to each owner of record of the nominated historic landmark; and

WHEREAS, the Historic Preservation Commission recommended approval of the nomination with a vote of 8-0 at their April 18, 2023 meeting, and the Planning, Programming and Zoning Commission unanimously recommended approval of the nomination at their May 9, 2023 meeting.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATERLOO, IOWA, that the request of Dhani Re Investments, LLC, to have the property located at 722 Water Street declared as a Locally Designated Historic Landmark, be hereby approved.

INTRODUCED:	June 20, 2023
PASSED 1 <sup>ST</sup> CONSIDERATION:	June 20, 2023
PASSED 2 <sup>ND</sup> CONSIDERATION:	June 20, 2023
PASSED 3 <sup>RD</sup> CONSIDERATION:	June 20, 2023

PASSED AND ADOPTED by the City Council of the City of Waterloo, Iowa, on the 20<sup>th</sup> day of June 2023.

*Quentin Hart*   
\_\_\_\_\_  
Quentin Hart, Mayor

ATTEST:

*Kelley Felchle*   
\_\_\_\_\_  
Kelley Felchle, City Clerk

CERTIFICATE

I, Kelley Felchle, City Clerk of the City of Waterloo, Iowa, do hereby certify that the preceding is a true and complete copy of Ordinance No. 5704 as passed and adopted by the City Council of the City of Waterloo, Iowa, on the 20<sup>th</sup> day of June 2023.

Witness my hand and seal of office this 20<sup>th</sup> day of June 2023.

*Kelley Felchle*   
\_\_\_\_\_  
Kelley Felchle, City Clerk

SEAL

