



WATERLOO HISTORICAL PRESERVATION AGENDA

WATERLOO HISTORIC PRESERVATION COMMISSION WATERLOO, IOWA

REGULAR MEETING – 4:30 P.M.

Tuesday, August 19, 2025

The meeting will be held in the Mollenhoff Conference Room.

General Rules for Public Participation

1. The presentation order for all new or old business agenda items shall be as follows: a) Staff report, b) Applicant's presentation, c) Opinions of interested citizens, d) Applicant's rebuttal, e) Commission discussion.
2. Interested citizens may address any item on the agenda when that item is being discussed.
3. Interested citizens may speak one (1) time per item. Please limit your comments to approximately ten (10) minutes. Although generally discouraged, at the discretion of the Chair, interested citizens may be allowed to speak more than once per item.
4. The "Oral Presentations" section of the agenda is an opportunity to address items, not on the agenda. An individual may speak to one (1) non-agenda issue per meeting for a maximum of approximately ten (10) minutes. The Commission cannot take official action at that time; however, the topic may be placed on a future agenda or referred to staff.
5. Keep comments germane and refrain from personal, impertinent, or slanderous remarks and repetitious information.
6. All comments and requests for information shall be directed towards the chair and not towards individuals in the audience. All comments shall be in keeping with proper and courteous conduct.
7. If handouts are to be provided, you are encouraged to deliver them to the Planning and Zoning Department at least 24 hours prior to the meeting to be distributed to Commission members. If not possible to be pre-delivered, you are encouraged to bring ten (10) sets of all handouts for Commission and staff. A minimum of **one (1)** copy of **any** handout (including original pictures) must be retained by staff for the official record of the request.

The chair shall take whatever action is necessary to ensure that these rules are observed, and the meeting proceeds in an orderly fashion.

I. Approval of Agenda.

II. Approval of Minutes of the July 15, 2025 regular meeting.

III. Oral Presentations

IV. Hearings

1. Request by the City of Waterloo for a Certificate of Economic Hardship for the demolition of the vacant house at 521 Pine Street.

V. Building/Project Consultation

VI. Reports

1. Main Street
2. Silos and Smokestacks
3. Grout Museum
4. Highland Neighborhood
5. Walnut Neighborhood

VII. Discussion Items/Possible Action Items

1. Dunsmore House
2. Collaborations
3. City-Owned Properties
4. Goals and Action Plans

VIII. Other Discussion Items

IX. Adjournment

WATERLOO HISTORIC PRESERVATION COMMISSION MINUTES
REGULAR MEETING – July 15, 2025– 4:30 P.M.
The meeting was held in the Mollenhoff Room at City Hall

Chairperson Hedrick called the regular meeting of the City of Waterloo Historic Preservation Commission to order at 4:34 p.m.

Commission Members present were: Nick Hedrick, Jared Hottle, Ed Ottesen, Ivan Valtchev, and Colleen Weliver

Commission Members present electronically were:

Commission Member(s) absent were: Matthew Gilbert, Hector Salamanca Arroyo, and Terry Stevens

Others present were: Joseph Geilman and Noel Anderson (5:15)- Planning Staff, and 9 members of the public

Approval of Agenda

Motion made by Hottle and seconded by Ottesen to approve the agenda of the July 15, 2025 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Valtchev and seconded by Weliver approve the minutes of the June 17, 2025 regular meeting. Motion carried unanimously.

Oral Presentations

No Report

Hearings

1. Request by Elias Escobedo and Lisset Rodriquez Escobedo for a Certificate of Appropriateness to replace wood shake siding with vinyl siding on the house at 123 Alta Vista Avenue.

Escobedo noted that they came back with 4 quotes and explained the different quotes. Two of the quotes were for cedar shakes. One of the quotes was for an LP siding, but does not look like cedar shakes. One of the quotes was for a vinyl siding that looks like cedar shakes. It was discussed that one of the problems with that vinyl is that it will fade, and can't be painted or stained.

Escobedo stated that they may not be able to take the vinyl they haven't used back to Home Depot to return it, as Home Depot does not work with that vendor now. Escobedo estimated that they wouldn't be able to return about \$3,000 worth of materials, and the original cost was around \$4,000 for materials. Escobedo stated that he was thinking that he has 3 options to work with, 1) straight approval of the request, 2) accept one of the quotes if it is approved by the commission,

or 3) seek cost relief from the city.

Geilman explained the options that the Escobedos' would have if the Commission denied their request. They would be able to come back with a product that would get approved by the commission, or they could appeal the decision to the City Council. The appeal would need to be made in writing to the City Clerks office. Hedrick questioned when it would be able to get on the Council agenda, with the next meeting being the 21st. Geilman stated that he was not sure if this would be heard at a regular city council meeting or a special meeting. He would have to look into the process and talk with some people.

Hedrick questioned if they could deny it and, in the motion, have directions or a statement for the city council. Geilman stated that he didn't think so, but that they could write a letter to the city council. Hedrick stated that he would be at that meeting if at all possible to speak on behalf of the Escobedo's as they didn't cause this situation.

Hottle stated that it seemed to him that it was pretty cut and dry to deny the request and leave it up to the city council. It was stated that it would be fair for the city to pay for the materials that couldn't be returned, since it was a mistake by the city that caused this situation.

Ottesen stated that the reasons to deny the request would be because of the material, and because it would change the character of the house.

It was moved by Ottesen and seconded by Valtchev to deny the request by Elias Escobedo and Lisset Rodriguez Escobedo for a Certificate of Appropriateness to replace wood shake siding with vinyl siding on the house at 123 Alta Vista Avenue for the reasons that it would alter the character of the historic house, and because of the proposed material. The motion carried unanimously.

2. Request by Thomas and Ramona Glaza for a Certificate of Appropriateness to replace existing cedar shakes with new cedar shakes on the house at 257 Alta Vista Ave.

Thomas and Ramona Glaza, 257 Alta Vista Ave, stated that they need to replace the cedar shakes on their house. They are proposing to use the same product that Buck and Elaine used earlier this year, which is cedar shakes already on a backer board.

Hedrick questioned who was going to be doing the work, to which Glaza replied that it was the same people that did Buck and Elaine's house. Multiple commission members stated that they had done good work with that house (226 Alta Vista Ave). Hedrick also questioned when they were planning on starting the work. Glaza replied that they were hoping to get it done this fall.

It was moved by Hottle and seconded by Weliver to approve the request by Thomas and Ramona Glaza for a Certificate of Appropriateness to replace existing cedar shakes with new cedar shakes on the house at 257 Alta Vista Ave. The motion carried unanimously.

3. Request by Laura Sauls for a Certificate of Appropriateness to replace existing 8" vinyl siding with 4" vinyl siding on the house and garage at 326 Highland Boulevard.

Sauls detailed the issues with the house at 326 Highland Boulevard, which is currently a rental property. The vinyl siding on the house is severely warped, which has the potential to lead to

water damage. There is also clapboard siding on the garage that has some composite material which has degraded. The vinyl is currently an 8 inch vinyl siding, and they are proposing to go to a 4 inch vinyl siding as it looks more historic. The color will be a mocha color.

Sauls also noted some of the history of the house, how a lot of work was done to the interior of the house, which has won awards.

Geilman stated that they had received approval previously for 4 inch vinyl siding, but since no work had been done within a year, they had to get approval again.

Ottesen recommended that they look under the vinyl to see if they could see what was historically there. Sauls stated that she tried to do that, and it looked like it was a 4 inch reveal. She also stated that the addition likely does not have any original siding under it, so it would be very difficult to make it match. Having the garage and house with the same siding would give a look of unity to the property. She is planning on selling the property once the siding is fixed up.

It was moved by Valtchev and seconded by Hottle to approve the request by Laura Sauls for a Certificate of Appropriateness to replace existing 8” vinyl siding with 4” vinyl siding on the house and garage at 326 Highland Boulevard. The motion carried unanimously.

4. Request by the City of Waterloo for a Certificate of Economic Hardship for the demolition of the vacant house at 521 Pine Street.

Geilman noted the timeline of the request.

Valtchev stated that he knows someone who may be interested in the house.

Anderson explained some of the history of the house, how it had been given to JSA, then Habitat in a development agreement, but both parties ultimately decided that they would not be able to take it on.

The timing of when the city decides to pursue demolition of a house was questioned. Anderson replied that usually it gets started when a council member or the mayor brings it up to him. Anderson stated that he prefers to see historic buildings be preserved rather than demolished.

It was stated that it is not the best when the demolition of these buildings gets dropped on the commission with little to no warning.

It was moved by Valtchev and seconded by Hottle to table to request by the City of Waterloo for a Certificate of Economic Hardship for the demolition of the vacant house at 521 Pine Street. The motion carried unanimously.

Building/ Project Consultation

No Report

Reports

1. Main Street

Ottesen noted that the design council approved most of the signage requests that came before them, as well as approving some signage requests by email vote. There was also discussion about coordinating the approval process when someone needs to come before both the Historic Commission and the design council to make it easier for the applicant.

2. Silos and Smokestacks

No Report

3. Grout Museum

No Report

4. Highland Neighborhood

Weliver noted that the construction project is ongoing, and people are continuing to take down the barriers to drive down that road anyway or drive too fast on other roads in the neighborhood.

5. Walnut Neighborhood

No Report

Discussion Items/Possible Action Items

1. Dunsmore House

Hottle noted that he has some masons from Nedi Masonry that were going to be looking at the Dunsmore house to give a quote on July 16th. Hottle questioned if Geilman could be there, to which Geilman stated that he would be there.

2. Collaborations

No discussion.

3. City-Owned Properties

Hottle noted that he had not seen the RFP yet for the Battery building, and Geilman noted that Aric may not have had time to get it put together yet due to an emergency demo situation.

4. Goals and Action Plan

No discussion.

Discussion Items

No discussion items

Adjournment

Motion made by Valtchev, seconded by Hottle to adjourn the meeting at 5:27 p.m. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joseph Geilman".

Joseph Geilman
Planner I

DRAFT

APPLICANT: The City of Waterloo, 715 Mulberry St, Waterloo, Iowa

DESCRIPTION: Request by the City of Waterloo for a Certificate of Economic Hardship for the demolition of the vacant house at 521 Pine St.

STRUCTURE RATING: The house is rated as an "A" structure for architectural significance. The structure does not have a rating for historical significance.

STAFF ANALYSIS: The house was built in the 1880's. The City of Waterloo has owned the property since March 9, 2016. At that time, the property had been vacant for a large number of years and was uninhabitable.

There are holes in the roof that have let in the elements for years. There is black mold in the building, and the interior and exterior have severely degraded. The foundation of the building is cracked and caving in.

There have been multiple attempts made by the City of Waterloo to find someone who was willing and able to rehab the structure. Two development agreements have been in place, and both have been backed out of. The first was with JSA Development, and they backed out because the structure was just too far gone to be able to restore and make it work out financially. The second development agreement was with Habitat for Humanity, and they backed out for the same reason.

Other parties have been contacted about this property, but none have expressed any interest in this house.

Habitat for Humanity has expressed interest in salvaging some materials from the building to help with the restoration of other projects of theirs. Some interest has also been expressed in the vacant lot after it is demolished.



(East side of the building)



(Hole into the house)



(Front of the house)



(Rear of the house)



(Hole in the roof)



(The front of 521 Pine St)



(Front porch)



(West side of the house, with fallen foundation)



(Problems with the foundation)



(East side of the house, looking from the rear)



(Rear of the house)



(Looking at a hole in the roof through a window)

Interior photos 521 Pine Street- June 9, 2025









Iowa Site Inventory

Office of Historic Preservation
Iowa State Historical Department
East 12th & Grand Avenue
Des Moines, Iowa 50319

Site Number 07-028-7818
District Name _____
Map Reference # #283

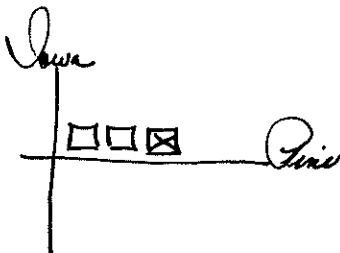
Identification

1. Site Name _____
2. Village/Town/City Waterloo Township _____ County _____
3. Street Address 521 Pine
4. Legal Location _____
Urban: _____ subdivision _____ block _____ parcel _____ subparcel _____
Rural: _____ township _____ range _____ section _____ $\frac{1}{4}$ section of $\frac{1}{4}$ section _____
5. UTM Location: zone _____ easting _____ northing _____; Acreage _____
6. Owner(s) Name _____
7. Owner(s) Address _____
(Street address) (City) (State) (Zip)
8. Use: Present Apts. Original House

Description

9. Date of Construction 1880s Architect/Builder _____
10. Building Type:
 single-family dwelling industrial other institutional religious
 multiple-family dwelling educational public agricultural
 commercial
11. Exterior Walls: clapboard stone brick board and batten shingles stucco
 other _____
12. Structural System: wood frame with interlocking joints wood frame with light members (balloon frame)
 masonry load-bearing walls iron frame steel frame with curtain walls reinforced concrete
 other _____
13. Condition: excellent good fair deteriorated
14. Integrity: original site moved—if so, when? _____
Notes on alterations, additions (with dates and architect, if known) and any other notable features of building and site:
15. Related Outbuildings and Property: barn other farm structures carriage house garage privy
 other _____
16. Is the building endangered? no yes—if so, why? _____
17. Surroundings of the building: open land woodland scattered outbuildings densely built-up commercial
 industrial residential other 4017 Frame 21

18. Map



Significance

(Indicate sources of information for all statements)

20. Architectural significance

- a. Key structure/individually may qualify for the National Register
- b. Contributing structure
- c. Not eligible/intrusion

Italianate Style. Unaltered. An interesting vernacular example of the style, the house has typical Italianate features--paired brackets, special window treatment, decorated porch columns, side bay--but all are treated more simply, less expensively than in high style examples.

21. Historical Significance

Theme(s) _____

- a. Key structure/individually may qualify for the National Register
- b. Contributing structure
- c. Not eligible/intrusion

22. Sources (for primary and secondary sources, give complete facts of publication: author, title, place of publication, date, etc.):

Prepared by _____ Date _____
 Address _____ Telephone _____
 Organization _____

For Office of Historic Preservation Use Only

1. Office Information Sources on this Property

- County Resource File
- Windshield Survey
- National Register
- Grants-In-Aid: _____
- Determination of Eligibility

Review and Compliance Project:

- Other _____
- Other _____
- Other _____

2. Subject Traces

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

3. Photo Images _____

IOWA SITE INVENTORY FORM
EVALUATION SHEET

Architectural Significance and Associated Context(s): _____

Applicable National Register Criteria: A B C D Other _____

National Register Eligibility: Individual: Yes ___ No

District: Contributing ___ Non-Contributing

Reviewed by/Date: _____

Continuation Sheet []

Historical Significance and Associated Context(s): _____

Applicable National Register Criteria: A B C D Other _____

National Register Eligibility: Individual: ___ Yes ___ No

District: ___ Contributing ___ Non-Contributing

Reviewed by/Date: _____

Continuation Sheet []

Prepared by _____ Date _____
Address _____ Telephone _____
Affiliation _____

59-1402

Property Characteristic Form - RESIDENTIAL

Survey ID Number 07-028-7818

Database ID Number

Street Address _____ City _____ County _____
Legal Description: (If Rural) _____ Township _____ Range _____ Section _____ Quarter of Quarter of _____ of _____

Location Integrity: Original Site (OS) Moved (MV) Moved to Original Site (MO) _____

Endangered?: N or Y If yes, why? many broken windows & part of wood on bay is missing exposed to element

Ground Plan: a. Building Shape(s) _____ b. Width _____ by Depth _____ in units

Architectural Style/Stylistic Influences _____ Key Stylistic Attributes _____ Code _____

Materials: Foundation limestone
Walls clapboard
Roof comp.

Number of Stories 2 + B

Roof Shape hipped flat top

Builder(s) _____ Architect(s) _____

Original Construction Date _____ Modification/Addition Dates: no muttons in front 1st fl. windows newer wood paneled door concrete dressed porch supports

Continuation Sheet []

Significant Interior Components: _____

Continuation Sheet []

Surveyor Comments: Italianate
enobed eaves
wood porch floor & steps
sq. bracketed columns
bracketed eaves 2 vert. lights upper & lower
heavy ornate lintels projecting

Continuation Sheet []

Sources: 1 1/2 story
large hipped roof addition - apt at rear same time
frame & features appears to have been a separate structure at one time

Needs Further Study/Anomaly [] _____ Continuation Sheet []

Surveyor _____ Date _____

2025 Waterloo Historic Preservation Commission

Action Plan

Goal A: Creating Partnerships and Alliances:

1. At the January meeting, at least one action item will be created and others updated.
2. By the March meeting, members of the commission will correspond, through email, writing, telephone, or face-to-face communication, with a president or board member of one of the assigned community organizations.
3. By the March meeting, members of the commission will identify a project or event that the Historic Preservation Commission can collaborate with the assigned organizations on in 2025.

Goal B: Identify, Evaluate and Protect:

1. At the February meeting each year the commission will prepare a formal list, with descriptions, entitled "Most Endangered Buildings of Waterloo".
2. By the September meeting the commission will create a list and ask for assistance from local architects of the most unique architectural significant buildings in the city.
3. The commission will give at least two reports to the City Council during City Council work sessions on the commission's actions throughout the year.

Goal C: Education/Community Outreach/Communication:

1. At the April meeting, a member of the Commission will sign and send and invitations to the ceremony to each of the Waterloo City Council members and the Mayor of Waterloo.
2. By the February meeting, a commission member will contact the school district to set up the student art contest for the 2025 Awards Banquet.
3. By the September meeting, a Commission member will contact the Waterloo School District or at least one local elementary school or middle school, to inquire about hosting a board member of the Commission at a

school period for purposes of discussing the importance of local history and historic preservation to students.

4. Each October the commission will give a presentation at the Waterloo Public Library.
5. By the December meeting, two commission board members will prepare articles for publication in the Waterloo Courier.

Goal D: Funding:

1. The Commission will apply for a grant with the Community Foundation of Northeast Iowa for purposes of supporting a Historic Preservation project.
2. The Commission will apply for at least two grant applications, not with the Community Foundation of Northeast Iowa, for the support of a Historic Preservation Project.
3. The Commission will apply for the annual CLG state grant and complete the required 100 hours of training.
4. The Commission will identify other sources of potential support for projects.

Goal E: Internal Development:

1. By December 31, at least one-third of board members will have attended an education seminar, workshop, webinar, or conference that is approved for state accreditation credits.

Historic Preservation Commission Action Items

January

- Update Action Plan
- Contact School District about School Art Contest
- Collaboration List Finalized

February

- Contact assigned organization to find a way to collaborate on an event or project in 2025
- Most Endangered Properties List Finalized

March

- Report collaboration findings from meetings.
- 2025 Award Winners List Finalized

April

- Historic Preservation Commission Banquet invites sent
- Grant Projects Identified
- Training Activities Checkpoint

August

- Contact Waterloo Elementary or Middle School about speaking about Historic Preservation to students.
- Training Activities Checkpoint

July

- Schedule City Council Work Session to give a report on Commissions actions

June

- CLG Grant Project Finalized
- Start applying for CLG Grant

May

- Commission member advertise the Historic Preservation Banquet at May 5, 2025 City Council Meeting

September

- Architectural significant buildings list created with help of local architects

October

- Hold Historic Preservation related education seminar at Waterloo Public Library

November

- Schedule City Council Work Session to give a report on Commissions actions

December

- Two Courier articles prepared about Historic Preservation by two Commission Members
- Final Training Activities Check