

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – January 15, 2019– 4:30 P.M.  
Mollenhoff Conference Room, City Hall**

Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:30 p.m.

Commission Members in attendance were: Miller, Ottesen, Stevens, Price, and Jenson.

Commission Member(s) absent were: Jaacks

Others Present: Pat Morrissey – City Council Representative, EJ Gallagher – Grout Liaison, Noel Anderson – Director of Planning and Community Development, John Dornoff – Planning Staff, and 1 citizen.

**Approval of Agenda**

*Motion made by Jenson, seconded by Morehouse to approve the agenda of the January 15, 2019 regular meeting. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Jenson, seconded by Miller to approve the minutes of the December 18, 2018 meeting. Motions passed unanimously.*

**Election of Officers**

*Motion made by Jenson, seconded by Price to appoint Ed Ottesen Chairperson of the Historic Preservation Commission for the term ending December 31, 2019. Motion carried unanimously.*

*Motion made by Jenson, seconded by Morehouse to appoint Susan Price Vice-Chairperson of the Historic Preservation Commission for the term ending December 31, 2019. Motion carried unanimously.*

**Hearings**

**Request for a Certificate of Appropriateness for an outdoor patio at the Courtyard by Marriott at Techworks**

Dornoff read the staff report.

Price asked if the pictures are representative of what the coverings will look like to which the applicant said yes.

The applicant mentioned that they tried to match what was on the other side of the hotel. Jenson asked if they had come to the commission for that approval but Ottesen noted it was most likely during the construction phase.

Ottesen noted that the patio would match the industrial background of the building.

*Motion made by Miller, seconded by Price to approve the request for a Certificate of Appropriateness. Motion passed unanimously.*

### **Approval of the CLG Report for 2018**

Dornoff went over the report.

*Motion made by Stevens, seconded by Price to approve the CLG Report for 2018. Motion passed unanimously.*

### **Approval of FAQ's**

The FAQ's were handed out as part of the packet and Dornoff thanked Jenson and Ottesen for sending their changes to him and they were incorporated into the final product.

Dornoff noted that before they are posted he will send them to the Highland Neighborhood Association President Joyce Oaks.

*Motion made by Jenson, seconded by Price to approve the publishing of the FAQ's on the website. Motion passed unanimously.*

### **Reports**

#### **1. Main Street**

There have been no design reviews in the last month. New design guidelines are being reviewed. Main Street is looking for flower sponsorship. Main Street will soon be getting ready for spring clean-up. Main Street is also going to be expanding its design review area which will come into conflict with the US 218 Design Corridor. There has been discussions about making the current commercial historic districts into Locally Designated Districts but that could cause issues with having multiple groups having to review applications.

Stevens stated that she felt that the commercial corridor should extend up East 4<sup>th</sup> street beyond KWWL. Ottesen noted that it was getting into mostly residential that Main Street doesn't want to review. Dornoff noted that the Walnut Historic Nomination could affect any Main Street expansion but once that project is done then the commission will have a better idea on what direction to take.

#### **2. Silos and Smokestacks.**

No Report.

Stevens noted that we rarely hear from Silos and Smokestacks. Ottesen noted that they are Federal Funded so they could currently be shut down..

#### **3. Grout Museum**

There is a temporary exhibit at the Grout featuring music of the Cedar Valley.

#### **4. Building Update**

Dornoff noted that he has heard rumors that the Holmes family may have had enough of their church and be looking to get out of it.

Dornoff stated as noted in the article in the Courier that St. Mary's Villa is now in the hands of the city. The rectory will need to come down due to needed improvements on Virden Creek. The School/Church has been empty since 2006 or so with no power so it is bad shape but the city is trying to talk possible developers.

#### **5. Project Update**

Dornoff said that Walnut Survey should be going to the State National Review Committee in June. He also noted that the firm that was contracted to do the study has been bought out by a larger firm.

Research Summaries are currently underway for the Smokey Row Survey. Dornoff noted that last month Mr. Pearson said the commission had not done any of its volunteer hours however, he pointed out that when the commission met last month 95 of the 100 required volunteer hours had been done. He noted that as of the latest report sent to the SHPO office 150 volunteer hours of the 100 needed have been done.

Price asked about the Civil Rights grant project to which Dornoff answered that they are currently doing research but should be hearing more from them come spring time. Stevens asked for their contact information.

#### **6. Highland**

Miller said the plaques arrived and when the weather warms they will be put up. Miller asked about the Trolley stop to which Dornoff said the budget process is still on going. Miller also asked about a fence for Chris Schwartz and said a roof is being put on at 204 Alta Vista.

#### **Discussion Items/Possible Actin Items**

##### **1. Banquet 2019**

A tentative date of May 8<sup>th</sup> was set for the awards banquet.

Morehouse suggested a moment in time for caterer since Bryan's on 4<sup>th</sup> closed last year. Morehouse will also check with the Grout about using their facilities again.

##### **2. Possible Award Winners**

Dornoff attached a list of potential award winners to the packet. Dornoff will also do press release to the media contacts so that the public can suggest winners between February 1<sup>st</sup> and March 1<sup>st</sup>.

##### **3. School Art Project**

Stevens stated that she did not get the information from last year from Dornoff so he will resend it to her this week.

**4. Preservation Iowa**

Preservation Iowa Summit will be from June 6 to June 8<sup>th</sup>, 2019 in Newton, Iowa

**5. Design Guidelines**

The design guidelines will be on the city council agenda for Tuesday January 22<sup>nd</sup>.

**6. City of Waterloo Most Endangered Properties List for 2019**

It was suggested that St. Mary's be put back on the list for this year.

**7. City Owned Properties/Demo List**

There is several buildings to be demoed this spring including the church at 2<sup>nd</sup> and Wellington and 1100 Grant.

**8. Action Plan**

Dornoff updated the action plan which will be sent with the CLG report to the state this year.

**9. Website Update**

Dornoff has all the pictures from previous awards banquets ready to be posted to the website. He noted that Marc Cashman from Waterloo Community Television has been a big help in getting everything posted on-line.

**10. FAQ's**

Dornoff asked for suggest for other FAQ's to be posted on the website. If a commissioner gets ideas send them to Dornoff.

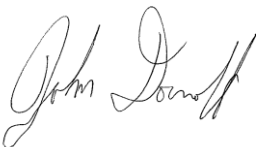
**11. Maps and Publications**

Dornoff said that working on the maps has taken a back seat to getting the Smokey Row research summaries done but once they are completed he will get back to working on them. Also there is other organization such as the Cedar Valley Historical Society that may have maps that they are willing to have posted.

**Adjournment**

*Ottesen adjourned the meeting at 5:24 p.m.*

Respectfully submitted,



John Dornoff  
Planner I