

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – January 16, 2018– 4:30 P.M.  
First Floor 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: Ottesen, Price, Jenson, Jaacks and Miller.

Commission Member(s) absent were: Stevens and Orlando.

Others Present: E.J. Gallagher – Grout Museum, and John Dornoff – Planning Staff

**Approval of Agenda**

*Motion made by Jaacks, seconded by Price to approve the agenda of the January 16, 2018 regular meeting. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Jaacks seconded by Miller to approve the minutes of the December 19, 2017 regular meeting as amended. Motion carried unanimously.*

**Hearings**

No Hearings

**Reports**

**1. Main Street**

Ottesen noted that the Christmas decorations have come down and there have been a couple of sign reviews over the last month. Jaacks said that he is now on the Main Street board and that the Executive Director position should be filled soon.

**2. Silos and Smokestacks.**

No Report

**3. Grout Museum**

Gallagher had no report for this month.

**4. Rath Administration Update**

Dornoff said that there has been interest in the building including from a group out of California which is run by a Waterloo native and referred to the planning office by Commission member Rick Jaacks.

**5. Walnut Survey**

Dornoff noted that Louis-Berger should have some initial results by the end of month. Ottesen asked if a meeting will be held to which Dornoff responded that there is a plan for one.

## **6. Smokey Row**

Dornoff stated that he sent off the signed documents for the grant to the state offices today and is hoping that the city will do some matching funds.

## **7. Highland**

The Highland Neighborhood Association sent letters to the Mayor, Noel Anderson, and Jerome Amos in support of the CIP request for improvements to the Highland Neighborhood.

Dornoff said that he has received calls from the resident at 1212 Independence who wants to change his siding to vinyl or some other type of siding and also wants to be removed from the historic district so he can do it.

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

#### **1. CLG Annual Report**

Dornoff told the commission that the Annual report to the State and Federal Governments for Certified Local Government needs to be in by February 28<sup>th</sup>. Dornoff needs to know of any training sessions that commissioners have gone to or watched during the 2017 calendar year.

#### **2. Presentation at Iowa State University**

Dornoff discussed more of the presentation that he attended at Iowa State University. One lesson learned was that in Detroit they had experts come in and talk about what home owners can do to keep their homes historical character but still keep cost down. Often time contractors will come in and just say replace them when they can be repaired because they can make more money or it is easier for them. Look at possibility of having a workshop for builders that can demonstrate what can be done.

#### **3. Grants**

Dornoff showed a list of possible items to include in a grant application to the Community Foundation adding a possible historic survey of the Highland Neighborhood.

#### **4. Design Guidelines**

Miller asked why not just use the Secretary of the Interior standards. Ottesen stated that the previous guidelines were based on them but were tailored for the needs of the city and climate.

#### **5. CIP 2019-2023**

Dornoff noted that the CIP process is currently underway, will probably be a few months before anything is finalized.

#### **6. Most Endangered Building List 2018**

Dornoff showed a list of possible buildings that could be included on this coming year's list including two that are in the Smokey Row area where the new survey will take place. He also noted that banks have been bulldozing buildings they have taken over including a 1890's home in the Home Park area.

**7. City owned properties/Demo List**

Dornoff noted that Walnut Baptist Church was sold at a tax sale to an investor group out of Le Mars, Iowa.

**8. Action Plan**

Ottesen requested that everyone look at dates on the Action Plan and look at updating it at the next meeting.

**9. Banquet 2018**

Commission talked about the banquet hopefully having it in May like last year and possibly at the Center for the Arts again. Will check for Thursdays in May but not the night of Girls Night Out.

**10. School Art Project**

Commission requested that Dornoff check with Orlando on the status.

**11. Survey form filing and Data Entry Update**

Dornoff noted that he has gone through all of the Named streets from the 1994 survey leaving just the numbered streets. 1994 survey appeared to look for properties that were individually eligible for the national register of historic places.

**12. Discussion**

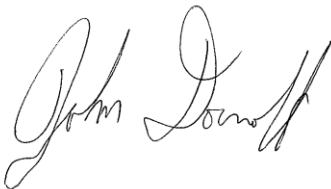
Jenson passed out a letter for commissioners to sign thanking someone who has fixed up a home with significant historical value.

Dornoff also mentioned that he received an email from Jessica Hartman at KWWL looking for information about the Smokey Row grant.

**Adjournment**

*Ottesen adjourned the meeting at 5:28 p.m.*

Respectfully submitted,

A handwritten signature in black ink that reads "John Dornoff". The signature is written in a cursive, flowing style.

John Dornoff  
Planner I