

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – JANUARY 17, 2012– 5:00 P.M.  
1<sup>st</sup> FLOOR CONFERENCE ROOM, CITY HALL**

Olsson called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 5:01 p.m.

Commission Members in attendance were: Berry, Ottesen, Toepfer, Potter (5:07), Andera (5:07), Olsson and Quirk.

Commission Member(s) absent were: Linda

Others Present: Poll- Staff to the Commission, and 2 citizens.

**Approval of Agenda**

*Motion made by Quirk, seconded by Toepfer to approve the agenda. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Quirk, seconded by Berry to approve the minutes of the December 20, 2011, regular meeting. Motion carried unanimously.*

**Public Hearings**

*Request by Michael and Janice Weber for a certificate of appropriateness remove and fill in a second floor window on their home at 302 Prospect Avenue.*

Poll gave the staff report noting that the house is rated as a "C" structure for architectural significance and is individually eligible as contributing to a district. In historical significance, it is rated as an "A" structure and is listed as contributing to a district. Poll noted that the applicants indicated that in order to accommodate a family member with knee replacements they had to remodel the bathroom. The applicants installed a new shower, which was positioned against the window effectively covering the window from the inside while maintaining the exterior appearance. Poll noted that the applicants noted that they began the remodel in an attempt to not change any exterior elements and noted that they wished not to disturb the exterior elements so the bathroom could be restored at a later time. Poll noted that the final building inspector indicated that the window would have to be removed and the hole filled in or the applicants would have to receive a letter from a structural engineer certifying that the window could not leak or the shower would have to be removed. The applicants have noted that obtaining that letter would be virtually impossible so they are asking to remove and fill in the window.

Michael Weber, 302 Prospect noted that when they initially pulled the permit for the remodel he was told that the window could remain but it was later indicated that the window would have to be filled. Weber noted that he had preserved window and stored it on the property if someone wanted to restore it later.

*Potter and Andera arrived at 5:07.*

Berry noted that he did not understand why the building department would not allow the window space to remain.

Ottesen noted that he applauded the applicant for wanting to keep the window intact and noted that he would be opposed to filling the window in. Berry questioned what was covering the hole from the inside. Weber noted the tub surround, green board, and insulation.

Potter questioned if the HPC can write a letter to the building official. Ottesen questioned what building code was being referenced. Weber noted that he understood the situation and cares about preserving the Highland neighborhood. Olsson noted that the HPC should talk to the Building Official. Poll noted that he would talk to Craig Clark and see if a representative from the Building Department could attend the next meeting.

*Motion made by Ottesen, seconded by Quirk to table the request. Motion carried unanimously.*

### Reports

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

Ottesen gave the Main Street report noting that the year ended with Main Street being fiscally sound. Ottesen noted that the Tour d' Loo was January 26 from 5:00 to 9:00 and that tickets were \$20. Ottesen noted that the Friends of Waterloo card was available through Main Street for a donation, which would give discounts for stores and shops in the downtown area. Ottesen noted that Main Street was also looking for potential locations for two Preserve America signs to that could be easily seen as residents enter the downtown.

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

Poll noted that he had received a Silos and Smokestacks update via e-mail and noted that they had several events coming up that could be found in the enclosed attachment in the packet.

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

Olsson noted that there was no update to be given.

#### **4. Rath Administration Building Project Update**

Poll noted that a permit request had been filed in his office.

#### **5. Highway 63 Expansion**

Poll noted of the two historic houses that were supposed to be moved. One had to be demolished as it was too large and would cost too much to move. Poll noted that the other historic home had been relocated to Iowa Street.

### Discussion Items/Possible Action Items

#### **1. Discussion of Washington and Lincoln Parks as Historic Landmarks**

Olsson noted that she had sent out the Landmark applications and questioned what could be improved.

Ottesen noted that he liked the discussion on notable historic families. Ottesen noted that he had talked to the architectural firm that had originally constructed the tea house at Washington Park and found that he can get copies of the original drawings. Quirk noted it was interesting to learn that the original tea house was constructed with wood, but the wood has been replaced with steel.

Potter noted that more ideas were needed to emphasize Washington Park.

Olsson noted that she would try to have a draft completed for the February meeting.

## 2. Historic Preservation Awards

Potter noted that she will contact the Courier to run an add requesting nominations and added that she will contact the Landau family to see if the Brown Bottle is available for the ceremony. Potter noted that the nominations would be due by March 30.

Potter proposed that the Westside Library could be a potential nomination as well as the Swisher and Court Law Firm.

Ottesen noted it would be a good idea to highlight a endangered building.

## 3. Guidelines Revision

Poll noted that everyone should continue to review the definitions section and he would generate a draft for February.

### **Adjournment**

Poll noted that a special meeting would be held on January 24<sup>th</sup> to discuss a potential nomination of a local landmark.

*Motion made by Potter, seconded by Quirk to adjourn the meeting. Motion carried unanimously.*

Meeting was adjourned at 6:04 p.m.

Respectfully submitted,

Adam Poll,  
Associate Planner