

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – MARCH 28, 2006 – 5:00 P.M.  
WATERLOO PUBLIC LIBRARY – MEETING ROOM A**

Acting Chairperson Ottesen called the regular meeting of the City of Waterloo Historic Preservation meeting to order at 5:00 p.m.

Those in attendance were Etheredge, Ottesen, Olsson, Morgan, and Quirk. Also present was staff member, Morgan Hoosman, Planning Department Intern, Adam Broich, Candy Street with Silos and Smokestacks, Phil Thomason & Theresa Douglas with Thomason & Associates.

**Approval of Minutes**

*A motion was made by Etheredge to approve the minutes of the February 28, 2006 regular meeting as submitted. Seconded by Morgan, and passed unanimously.*

**Approval of Agenda**

*A motion was made by Etheredge to approve the agenda as submitted. Seconded by Olsson, and passed unanimously.*

**Reports**

**Main Street Report**

Ottesen stated the Main Street Design Council recently reviewed a sign. Etheredge stated that Main Street is planning to purchase new bows for the holiday wreaths.

**Silos and Smokestacks**

Candy Streed submitted copies of the new brochure and CD-Rom. Streed stated Silos recently held a conference in Decorah as a kick-off event. Streed noted that the new brochure contained the latest sites with National Passport designation. Streed stated they currently have 91 participating site, which is a significant increase from 40 sites last year. Streed noted that the CD-Rom including applications for designation and grant applications. Streed stated Silos is beginning a new creative campaign, “Come Touch the Heart of Iowa” to bring a more regional tourist audience to the real experiences in cultural and historical sites.

**Grout Museum**

Etheredge stated that the Tour of Homes committee held its first meeting on March 27<sup>th</sup>. Etheredge stated they are beginning to determine potential homes for the tour, and stated they are considering to focus a few homes in the Kingbard Hill/Columbia Circle area. Etheredge stated the Tour is scheduled for August 26<sup>th</sup>.

**Election of Officers – appointment of Chair and Vice-Chair with terms to expire December 31, 2006**

*A motion was by Morgan to nominate Ottesen for chairperson. The motion was seconded by Etheredge. The nomination was accepted by Ottesen. Motion carried unanimously.*

*A motion was by Quirk to nominate Olsson for vice-chairperson. The motion was seconded by Morgan. The nomination was accepted by Olsson. Motion carried unanimously.*

### **Public Hearings**

There were no public hearings this month.

### **Discussion Items**

#### **1. Rath Administration Building**

Hoosman stated that the City of Waterloo is still awaiting comment for the State Historic Preservation Office. Hoosman stated that due to the need to move forward with the riverwalk project, SHPO will enter into a dual option agreement with the City of Waterloo, one for redevelopment and one for demolition/recordation.

#### **2. Historic Preservation Month Activities for 2006.**

##### **a) Columbia Circle/Kingbaird Hill Walking/Driving Tour**

Planning intern, Adam Broich, submitted the draft brochure to the Commission for the tour. Broich discussed that he had begun to gather the information to be included in the brochure and the additional information planned to be put in. Streed suggested the Commission could create a theme for the tour related to the industrial history of Waterloo, and in the future apply for a Silos grant to assist with the publication.

##### **b) Historic Preservation Awards Ceremony**

The Commission decided to have the Education & Outreach to meet and plan the event.

##### **c) Cleve Miller History Project—Local Historic Builder**

The Commission decided to have the Education & Outreach to meet and research the project. It was suggested to contact Sue Pearson at the Waterloo Public Library or the Board of Realtors for information.

##### **d) Highland Historic District Signage Project**

It was determined to save this project for a later date since the Highland Neighborhood Association would not be ready for such a project in May.

##### **e) Public Service Announcements from National Trust**

There was no information provided on this item.

#### **3. Waterloo Comprehensive Historic Preservation Plan**

The consultant, Phil Thomason, with Thomason & Associates, stated the firm had been taking their first visit to Waterloo this week. Thomason stated he and his partner, Theresa, had been taking a site tour of Waterloo looking at the building stock and taking many pictures. Thomason stated they are beginning to formulate some ideas around the concept of conservation districts, which would address many of the struggling historic neighborhoods and success historic neighborhoods to address new infill, additions, and demolitions. Thomason stated there are near 1000 properties in Waterloo built before 1940, and they will be focusing their work on where the City should prioritize their efforts. Thomason stated on their next visit, he would like to visit with the National Register of Historic Places Coordinator with the State Office to get a sense of neighborhoods and properties that would still be eligible for listing. Thomason stated they plan to return in May, and they would like to hold a public hearing and several focus groups.

Quirk questioned how conservation districts would be incorporated into the existing ordinance. Thomason stated it would be done through an amendment to the ordinance. Thomason noted that conservation zoning would allow the Commission to review new construction for historically compatible infill. Thomason stated there are three different types of infill: replica, replica-lite, and contemporary compatible. Thomason stated that Waterloo has a large number of old, sturdy homes built in the 1920s and 1930s that can be renovated with a porch, window, or other changes. Thomason stated the Commission should examine a downtown commercial historic district and a National Register listing for the Kingbard Boulevard area and Church Row area.

Hearing no further discussion acting chairperson Ottesen adjourned the meeting at 6:45 P.M.

Respectfully submitted,

Morgan Hoosman  
Associate Planner  
Staff to the Commission