

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – APRIL 17, 2007 – 5:30 P.M.
MEETING ROOM A, WATERLOO PUBLIC LIBRARY**

Chairperson Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 5:32 p.m.

Those in attendance were Olsson, Morgan, Ottesen, Berry, Potter, Brockway, Anderson and Quirk. Also present was staff member, Tim Andera, Candy Streed of Silos and Smokestacks and Ken Langston of Koch Construction.

Approval of Minutes

Motion made by Quirk, seconded by Olsson to approve the minutes from the March 20th, 2007 regular meeting as submitted. Motion carried unanimously.

Approval of Agenda

Motion made by Morgan, seconded by Quirk to approve the agenda as submitted. Motion carried unanimously.

Reports

1. Main Street

Ottesen gave the Main Street report, noting on May 12th will be the “Festivus, Come Clean with the Rest of Us” in Downtown Waterloo. Ottesen also noted that Main Street is still looking for more volunteers for the Old Home Tour coming up soon. Ottesen did note that at the last Main Street meeting, it was discussed among board members at possibly looking at doing a cost share agreement with the Historic Preservation Commission to purchase one or more Preserve America road signs. Ottesen also noted that the Main Street board is currently planning for the Tour De’Loo Tour to happen some time in early October.

2. Silos and Smokestacks

Streed gave the Silos and Smokestacks report, noting that Ron Anzalone of the Preserve America program will be speaking at the annual Iowa CLG conference to be held in Waterloo in June. Streed also noted that Silos and Smokestacks will be hosting an interpretative writing workshop in Newton to help create successful exhibits, brochures and self guided tours. Streed did note as a reminder that the deadline for grant applications was June 1st, 2007.

3. Grout Museum

Olsson gave a brief update on the Grout Museum progress, noting excavation has begun for the new 5 Sullivan Brothers/Iowa Veterans Museum addition. Olsson also noted that

the Grout Museum is looking for participants, as well and good ideas for the Old Homes Tour.

Public Hearings

- 1. Request by Sharon Smith and Koch Construction for a Certificate of Appropriateness to 1) replace the existing pressboard siding on the existing garage at 104 Prospect Avenue, which was built in 1982, as well as the siding of the east side of the garden shed with ½”x 4” Cedar Bevel siding, 2) to replace the current wood siding on the west gable of the garage with scallop type siding, 3) to replace the existing wood framed window on the west side of the garage with a vinyl clad window, 4) to re-shingle the garage roof with brown, 3-tab shingles, 5) replace the current service door with a smooth steel door with a double paned window, and 6) to replace the current gutter system with white gutters and downspouts.**

Andera gave the staff report noting the applicant is planning to make improvements to a garage at 104 Prospect Avenue, which was built in 1982, and has no historical significance. Andera noted the applicant is planning to use Cedar Bevel siding on the garage walls, as well as a scallop type siding on the west gable of the garage, giving the building a more historic appearance and historic character. Andera noted the applicant was also planning to replace the siding that is on the shed with the same type of wood siding that is currently on the shed. Ken Langston, the contractor there on behalf of the applicant noted that the new service door would not be completely smooth, and would have designs that make it appear to have paneling. Ottesen questioned if the new window would be a slider window like the one already there. Langston noted that the new window would be a slider window and will have wood framing around the edges of it. Olsson noted she appreciated the effort being made by the property owner in trying to make the garage appear more historical in character, as well as all the sample material the contractor brought in for the Commission to take a look at.

Motion made by Olsson, seconded by Quirk to approve the request for a Certificate of Appropriateness for work to be performed at 104 Prospect Avenue. Motion carried unanimously.

- 2. Vote to approve a location for a recently purchased Preserve America road sign.**

Andera gave a brief overview of the Preserve America program for the newly appointed Commission members, Potter and Berry, noting that Preserve America is a White House designated program that Waterloo was recently honored with and gives Waterloo the opportunity to apply for grants only available for Preserve America communities or neighborhoods. Olsson noted she would like to see the new sign placed on Highway 63 coming into Waterloo near Allen Hospital. Other Commission members suggested that it should be looked at into possibly putting more signs on Highway 218. Potter expressed concern, noting that the current sign on Highway 218 near the “Welcome to Waterloo” sign is difficult to see at higher speeds. Anderson noted that the Commission should first talk to other organizations in the City that would possibly be interested in purchasing or doing a cost share agreement with the Commission. Anderson noted once there are numerous agreements made, then the Commission can begin making decisions on where

to place the new signs. Morgan questioned if a local sign contractor has been contacted about how much it would cost to have a new sign made with the Preserve America template. Andera noted he would get into contact with a contractor before the next monthly meeting.

Motion made by Anderson, seconded by Olsson to begin networking with local organizations within the City that may have an interest in purchasing or doing a cost share agreement with the Commission to purchase more Preserve America road signs, and once more signs are purchase, begin developing a plan on where they should be placed in the City. Motion carried unanimously.

Discussion Items

1. Kingbard Walking Tour

Andera noted that he had spoken to Kevan Cortright about possibly donating some materials for signage or some money to put towards the home tour, noting he is interested in donating some materials or money to the tour. Potter questioned if the walking tour was a moneymaker for the Historic Commission. Morgan noted there is no profit from the tour. Olsson gave an overview of the tour to the new Commission members, noting the plan is to hand out brochures to the guests and have them walk by and observe the houses on the tour. Potter noted she felt the tour needed to be more interactive, with possibly having a narrator describing the properties and have a trolley take the guests around the neighborhood. Potter also noted that she felt more research needs to be done on the houses, and more detailed plans need to be completed for the tour to work.

2. Update: Revision of the Historical Preservation Ordinance

Olsson noted she has added some new material to the revision of the Historical Zoning Ordinance, with some of the new revisions pertaining to material that was noted in the Historical Comprehensive Plan done by Thomason and Associates. Olsson noted to the new Commission members that one of the key areas that is detailed in the Historical Comprehensive Plan is Conservation Overlay district, which are less restrictive than a typical historic district, but still require some sort of board review to make sure changes being made to the property are compatible and appropriate for the neighborhood.

3. Rath Administration/93-97 Vinton Street-Draft MOA with Tallgrass Historians

Andera noted that the City is currently in the process of drafting up a Memorandum of Agreement between the City, SHPO and the Historical Preservation Commission for the purpose of demolishing the Cooper and Mechanical buildings at 93-97 Vinton Street. Andera also noted that the Rath Administration Building would also be included in this MOA. Andera noted that when the MOA is complete, the Rath Building could later be demolished after 93-97 Vinton Street is removed. Andera also noted that if 93-97 Vinton is demolished, the Rath Administration Building is able to stand on its own as a historic property. Commission members noted they had previously given the City the green light to go ahead and remove the buildings at 93-97 Vinton already. Andera noted that an MOA was never drawn up for 93-97 Vinton last time it was given the ok for demolition,

as well as noting, the last report completed was only on the Rath Administration Building.

4. Annual Historical Preservation Awards

Olsson noted that historical preservation month is coming up in May, and the Commission should start preparing for the historical preservation awards. Olsson noted a list of nominees should be drafted up for possible candidates for awards. Olsson also stated that last year, the awards were held at the Snowden House, and she believed if your organization is a partner with the Grout Museum District, the rental should be free. Commission members asked Andera if he could get a public notice article submitted to the Courier to inform readers of the upcoming event. Andera noted that he would do that soon. Commission members noted that one possibility for an award could be Buck Clark.

Hearing no further discussion chairperson Ottesen adjourned the meeting at 6:50 P.M.

Respectfully submitted,

Tim Andera
Associate Planner
Staff to the Commission