

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – MAY 17, 2011– 5:00 P.M.
1st FLOOR CONFERENCE ROOM, CITY HALL**

Berry called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 5:00 p.m.

Commission Members in attendance were: Andera, Berry, Ottesen, Potter, Toepfer, Linda and Quirk.

Commission Member(s) absent were: Olsson

Others Present: Poll- Staff to the Commission, Bob Yount, representative from B&P Construction

Approval of Agenda

Motion made by Potter, seconded by Ottesen to approve the agenda. Motion carried unanimously.

Approval of Minutes

Toepfer noted that the wording used to accept the Grace Methodist Church had the same wording as the wording to accept the Waterloo East Commercial Historic District and should be changed. Poll noted he would make sure the wording is changed.

Motion made by Quirk, seconded by Potter to approve the amended minutes of the April 19, 2011, regular meeting. Motion carried unanimously.

Public Hearings

Request by Romona and Thomas Glaza of 257 Alta Vista Avenue for a certificate of appropriateness to replace existing wood windows with new wood windows of a similar style and replace the gutters on the home.

Andera gave the staff report noting that the house is rated as a “C” structure for architectural significance and is rated as an “A” structure for historical significance. Andera noted that the structure is eligible as contributing to the district.

Andera noted the contractor was proposing to replace the existing wood windows with a dark aluminum type window but the wood from would remain and the appearance of the window would not be altered. Andera noted that in October of 2006, the contractor completed a similar project at 212 Alta Vista Avenue, where the lower windows of the house were replaced, however the outside frame remained and the appearance was minimally affected. Andera noted that the HPC approved the request subject to only the sashes of the windows being replace and not the entire window itself. Andera noted that the windows on the 2nd floor are not original to the house, as at one time, the second level above the 1st floor porch was also a porch. The applicant has noted that the window located in the second story are warped and not energy efficient.

Andera noted that the applicant has requested to change the gutters on the house. Andera noted that staff would recommend the approval to change the gutters as long as they are dark brown in color to match the existing home. Andera noted that staff recommends the approval of the request to replace the windows subject to the new windows being of a darker color and the

outside frame of the window remain, as well as not changing the appearance of the windows from the public right-of-way.

Bob Yount, B&P Construction was present and noted that the window sashes would be a chocolate brown in color. Yount noted that the cottage style of the windows would be matched and that all work would be done from the interior. Yount noted that the 4-wide unit on the second floor leaked badly and the window would need to be replaced. He noted that work would need to be done on the exterior for this window but all replacement materials would be wood and built to match what currently exists.

Yount noted that the gutters would be switched from a half moon style to a seamless gutter, and noted there would be a small variation in the rafter tails used for support. He also noted that the applicant had asked that they be white in color.

Andera noted that staff is recommending that the gutters be chocolate brown in color. Potter agreed with the recommendation, noting the brown color would more closely match the existing home.

Ottesen questioned if the rehab would be reversible. Yount noted that was the case. Ottesen questioned the age of the windows on the second story. Quirk noted they have been around at least 40 years.

Motion made by Quirk, seconded by Potter to approve the request for a certificate of appropriateness to replace existing wood windows with new wood windows of a similar style and replace the gutters on the home at the property located at 257 Alta Vista with the condition that brown gutters are used. Motion carried unanimously.

Reports

1. Main Street

Ottesen gave the Main Street report noting that the first Friday'loo of the year would be held on May 20. Ottesen noted that Main Street would be taking over planning and running My Waterloo Days in the future.

2. Silos and Smokestacks

No report given.

3. Grout Museum

No report given.

4. Rath Administration Building Project Update

Andera noted that the status on the project had not changed.

5. Highway 63 Expansion

Poll noted that the status on the project had not changed.

Discussion Items/Possible Action Items

1. Annual Historic Preservation Awards

Poll noted that the Historic Preservation Awards had taken place and were a success. Quirk asked if staff could draft a thank-you note to Donna Nelson for her donation of the time, space and help with the food. Poll noted he would draft and send a thank you letter.

2. Financial Report

Poll noted that the financial statement was included in the packet showing a balance of \$1,405.31 in the Historic Preservation account.

Ottesen questioned the need for some categories listed in the statement including the council of foundations and the Endow Iowa Education legislation fee. Andera noted that he could look into why those categories show up on the statement.

3. Proposed Ordinance

Poll noted that the Chris Wendland had reviewed the proposed changes and written in the wording to set the standards for the formation of a historic district to be similar to that of the SSMID district as was requested in the City Council Ordinance Committee work session. Poll noted that those changed needed to be approved by the HPC.

Motion made by Quirk, seconded by Potter to accept the proposed Historic Preservation Ordinance and forward it on to Planning and Zoning and then City Council for approval. Motion carried unanimously.

Poll noted that the proposed ordinance was on the Planning and Zoning agenda for June 7th and would then be forwarded back to City Council to set a hearing.

4. Discussion of Washington and Lincoln Parks as Historic Landmarks

Quirk noted that she will meet with Olsson upon her return from vacation to continue working on the local historic landmark nomination for Washington and Lincoln Parks.

Potter noted that this needs to happen, noting that plans to change Lincoln Park are still in existence.

Poll noted that it is important to keep Leisure Services informed of the Commissions plans and also important to keep other City Departments informed as well. Potter noted that working with Leisure Services was very important.

5. Guidelines Revision

Berry noted that due to time constraints, further Guidelines Revisions could be made next month.

Adjournment

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

Meeting was adjourned at 5:49 p.m.

Respectfully submitted,

Adam Poll,
Associate Planner