

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – June 17, 2014– 4:30 P.M.  
1<sup>st</sup> 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: Price, Cass, Linda, George, Ottesen and Andera.

Commission Member(s) absent were: Valtchev & Stevens.

Others Present: Chris Western, Staff to the Commission, Adrienne Voelker and City of Waterloo Planning Staff and 1 member of the public.

**Approval of Agenda**

***Motion made by Linda, seconded by George to approve the amended agenda. Motion carried unanimously.***

**Approval of Minutes**

***Motion made by Linda, seconded by Price to approve the minutes of the May 20, 2014 Regular Meeting. Motion carried unanimously.***

**Hearings**

- 1. Request for Certificate of Appropriateness at 205 Prospect Avenue to allow Construction of a new fence and patio area in the rear of the home and also to allow for an additional access to be constructed from the alley and connect with their current access off of Highland Boulevard.***

Voelker indicated that the home owners have removed privacy bushes in their rear yard and would like to put up a privacy fence that would match the existing fence on the property. They would also like to construct a patio area adjacent to the proposed fence located directly behind their home. The applicant has submitted examples of the wood fence and also the pavers to be used for the projects. Voelker indicated that the applicant would also like to construct an additional access off of the alley behind the residence that would connect to their current driveway off of Highland Boulevard. Andera questioned if City Engineering had seen the plans for the additional access from the alley. Voelker indicated that City Engineering has pre-approved the proposed driveway extension therefore it was brought before the Commission to have approval to be constructed within the Historic District.

***Motion made by Price, second by Cass, to approve the request for Certificate of Appropriateness at 205 Prospect Avenue to allow construction of a privacy fence, patio and an additional access from the alley to connect with their current driveway. Motion carried unanimously.***

- 2. Request for Certificate of Appropriateness at 1215 Vine Street for the Construction of a new deck, door and lighting in rear of home and also allow for a concrete patio along the east side of the home.***

Voelker stated the applicant would like to construct a deck along the north side of the home along with an access door from the home to the deck. Voelker indicated that the applicant would like to have lights on both sides of the proposed door. The applicant is also proposing a concrete patio area to the east of the

home. The applicant, Richard Ryan, indicated that the current windows on the home are a cottage style window and he plans to find a door to match the style and color of the current windows. Price questioned the type and color of lights. The applicant indicated that the lights would be attached to the home on either side of the proposed door and would be white to match the color and style of existing features of the home. Andera questioned the placement of the patio. The applicant indicated that the patio would be to the east of the home due to a steep drop off from the rear of the home to the ground. The applicant indicated that the deck would be across the majority of the rear of the home and the patio would be placed to the east for an additional outdoor seating area for the residence.

***Motion made by Cass, second by George, to approve the Certificate of Appropriateness at 1215 Vine Street for the construction of a new deck, door and lighting in the rear of the home and also allow for a concrete patio along the east side of the home. Motion carried unanimously.***

### **Reports**

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

Ottesen indicated that My Waterloo Days had been the previous weekend and was a success. Ottesen also indicated that the design council is looking into improvements for the walking portion of the 4<sup>th</sup> street bridge. Appointment apt

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

No Update

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

Cass indicated that the Grout Museum will not be planning a tour of historic homes for 2014. Currently the museum has a Bosnian Genocide exhibit and there will be a Bosnian cultural fest on June 21<sup>st</sup>. The upcoming exhibit will be The curious World of Patent Models.

#### **4. Rath Administration Update**

Western noted there is little activity around the building including boarded windows but nothing major to report.

### **Discussion Items/Possible Action Items**

#### **1. Community Outreach:**

Ottesen mentioned the awards ceremony that took place on May 30<sup>th</sup>. Ottesen indicated that it may be beneficial for the commission to reach out to local architects, realtors, etc for nominations for awards each year. Such individuals would have an insight on what historic inventory is within the City of Waterloo. In addition to award recipients' Ottesen suggested giving recognition to those who turn in nominations for the award.

#### **2. Designation of new district- Historic Preservation Plan:**

George indicated that she had been looking into the Triangle that has been mentioned in past meetings but has not been able to find documents to pinpoint exactly where it is located. Linda noted that research may be found at the Martin Luther King Jr Center and the director, Warren Wortham, may be able to assist with history of the area. Andera noted that there is a book called "Factory City of Iowa" that would help indicate historically significant areas throughout the city, more specifically around the railroads. Andera noted that the area known as the "Triangle" was

also known as “Smoky Row” according to the book “Factory City of Iowa”. George will be researching the book to find historically significant areas. Ottesen indicated that the commissioners should compile additional research on areas throughout the city, including the triangle, and reconvene at the following meeting with their findings.

**3. Training:**

Voelker indicated that the Preserve Iowa Summit will be held in Cedar Rapids on August 21-23. The cost for commissioners would be \$50 a person. George mentioned it would be beneficial to send a representative from the commission and have them report on what the Summit entailed and conduct our own training based on what took place at the summit in Cedar Rapids. George also suggested partnering with the Genealogy and Historical Society of Waterloo would be another beneficial training opportunity for the Commission. The Commission came to a consensus that sending one individual to the Summit to conserve funds would be a good idea. Further discussion on the Summit would take place at the July Historic Preservation Commission meeting.

**4. Funding:**

Voelker indicated that she had been in discussion with the Community Foundation about the account the Commission has with them. The Commission would need to look into changing the account if they wanted to continue to use the current funds for awards ceremony or training. Voelker indicated that the current account is a “Endowment” fund that requires a minimum of \$10,000 before the Commission is able to utilize funding. Community Foundation indicated that the Commission should look into a “Quasi-Endowment” fund where the minimum is \$10,000 but the Commission could utilize the fund for activities or an “Expendable” fund which has no minimum balance requirement but we will be charged a fee to have the fund with them. Voelker indicated she would get a final list of options for the Commission to look over and discuss at the next meeting.

**Adjournment**

*Ottesen adjourned the meeting at 5:30.*

Respectfully submitted,

Adrienne Voelker,  
Associate Planner