

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – June 19, 2018– 4:30 P.M.  
First 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: Miller, Ottesen, Price, Stevens, and Jenson.

Commission Member(s) absent were: Jaacks and Orlando.

Others Present: Pat Morrissey – City Council Representative; Ed Gallagher – Grout Museum Representative; and John Dornoff – Planning Staff

**Approval of Agenda**

*Motion made by Jenson, seconded by Price to approve the agenda of the June 19, 2018 regular meeting. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Jenson seconded by Price to approve the minutes of the May 15, 2018 regular meeting. Motion carried unanimously.*

**It was noted that April's minutes will still need to be approved which will need to happen in July.**

**Hearings**

**Oral Presentations**

Commission looked over the Rules for Oral Presentations that is used by the Planning, Programming, and Zoning Commission to adopt for the commission. The mention of a podium should be removed from number 2 since the commission rarely has a podium. Under item 4 the approximately will be removed to say a maximum of 10-minutes. Add a note that items not on the agenda will not be discussed by commission members to insure that open meeting laws are not violated.

*Motion made by Price seconded by Jenson to approve the creation of Rules for Oral Presentations as amended. Motion carried unanimously.*

**Resolution Supporting the Creation of Historic US Highway 20 in Iowa.**

Dornoff reported a group called Historic US 20 in Iowa is attempting to get the state of Iowa to create a Historic US Highway 20 that would generally follow the route that the highway took in from the creation of the US Highway system in 1926 through the Great Depression years.

Dornoff noted that Waterloo is the only city along the route that has not passed a resolution in support of the project. There was discussion on signage to which Morrissey commented that the city can make its own signs.

*Motion made by Miller seconded by Price to recommend to the city council that they pass a resolution supporting the creation of Historic US Highway20. Motion carried unanimously.*

### **Possible Future Project List**

As a next step to the previously created Goals and Action Plan, Dornoff created a list of potential projects that fits in with the goals of the commission.

Stevens felt that the We Care/Unity neighborhoods should be included in the survey portion of the list which was added. She also presented the project proposal she has created to turn St. Mary's into a cultural center for the neighborhood which was added to the project list.

*Motion made by Price seconded by Stevens to approve the Future Project List as amended. Motion carried unanimously.*

### **Reports**

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

Ottesen did have a report from Main Street.

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

No Report although Miller asked if their funding had been cut since his friend was laid off. Dornoff stated that there was threats to their funding but

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

The Grout Museum Board will be having their monthly meeting on 6/20. Gallagher noted that the museum is starting to prepare its Historic Home tour for 2018.

#### **4. Building Update**

Dornoff noted that a RFP should be going out soon concerning the Rath with Miller now preparing it.

Dornoff also noted that there is a possible buyer for the Gallagher building located at the northeast corner of Mulberry and 5<sup>th</sup> Street across the street from City Hall who wants to bulldoze the building.

#### **5. Walnut Survey**

Dornoff presented the commission with the draft version of the Walnut Survey that does feel that the Walnut area should a historic district.

#### **6. Smokey Row**

Smokey Row Contract approval was tabled by the City Council on June 10<sup>th</sup> and will be revisited on July 9<sup>th</sup>. Dornoff handed out copies of the RFP, the proposal from SPARK Consulting, the Department of Interior Standards for Historic Consultants, and an email from Paula Mohr stating that any survey that is over 15 years old is outdated.

## **7. Highland**

Miller reported that to do the power coating on the light poles would require that the light poles be removed so asked if it was possible to get a group to repaint them.

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

#### **1. NAPC**

Dornoff noted that he did not get a grant to attend the NAPC and thought that the chances of his attending the conference were very low. Ottesen noted that he might be able to attend.

***Motion made by Jenson seconded by Stevens to fund from Ottesen attending the NAPC.  
Motion carried unanimously.***

#### **2. Design Guidelines**

Jenson said that he has gone over his section of the guidelines. Felt that the commission's standards could be a summary and combined with the Interior Department Standards.

#### **3. National Night Out August 7<sup>th</sup>**

Neighborhood National Night Out will be on August 7<sup>th</sup> and Dornoff encouraged members of the commission to get out and talk about what the commission does. Dornoff will attempt to get brochures printed before the events.

#### **4. Preservation Iowa/ Main Street Iowa**

Neither Dornoff nor Ottesen have heard from the event organizers at this time but hopefully will be next month to get things rolling.

#### **5. Significant Property Maps**

Dornoff presented maps of areas with a significant concentration of "A" and "B" properties at the time of the 1986 and 1994 surveys. It was noted that while there is a lot of homes in the Kingbird/Prospect area it is very large and will cost a lot of money. Dornoff also showed maps of the Home Park, Highland, and Church Row Neighborhoods. Stevens would like maps of the eastside.

#### **6. Travel Brochures**

Dornoff showed samples of the proposed brochure promoting the commission itself and historic properties of the city. It was suggested that the map of the historic sites cover two panels of the brochure to make it more readable.

#### **7. City Owned Properties/Demo List**

Information covered above with Morrissey encouraging people to come to the meetings held the second Friday of the month at 10:00am usually in the Mollenhoff room at City Hall.

#### **8. Action Plan**

Dornoff noted that he added letters to each goal (A, B, C, D, and E) to make it easier to correlate between the project list and what goals they are a part of.

**9. Iowa Most Endangered List**

Dornoff stated that he would like the commission to decide on a property for the list by the September meeting in order to leave plenty of time to prepare the paperwork. Ottesen suggested that the commission discuss it at the next meeting.

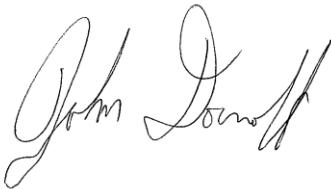
**10. Website Update**

Dornoff is continuing to digitize reports in order to put them on the website and other pieces of important information for the city.

**Adjournment**

*Ottesen adjourned the meeting at 5:46 p.m.*

Respectfully submitted,

A handwritten signature in cursive script that reads "John Dornoff". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

John Dornoff  
Planner I