

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – July 17, 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 Jaacks.

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

Others Present: Ed Gallagher – Grout Museum Representative and John Dornoff – Planning Staff

Approval of Agenda

Motion made by Jaacks, seconded by Price to approve the agenda of the July 17, 2018 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Jaacks seconded by Price to approve the minutes of the April 17, 2018 and June 19, 2018 regular meetings as amended. Motion carried unanimously.

Hearings

Request for a Certificate of Economic Hardship to demolish a home at 5643 Kimball Avenue.

Dornoff read the staff report noting the home is an “A” property and when surveyed in 1994 was considered a very rare example of architecture.

Jaacks was concerned that if the commission approved the demolishing it would be setting precedence and the commission would have a difficult saying no in the future. The School District needs to follow the ordinance and create a preservation plan for the building.

Stevens agreed that she does not want to see a precedence set that supports the demolition of a unique building.

Miller stated that it is a nice looking home.

Price stated that she has grandchildren that attend Orange and at the present time the school has no need for that land. The school should see if one of the neighboring property owners want the building or even make it part of the new Anderson development.

Motion made by Jaacks seconded by Miller to deny the request for a Certificate of Economic Hardship and that Waterloo Community Schools needs to work with the Commission to create a preservation plan for the building. Motion carried unanimously.

Nomination for Preservation at its Best Awards

Dornoff explained that a deadline was extended for nominations for Preservation at its Best Awards to July 22nd. He also noted that he would not be able to fill out the paperwork since he would be leaving to attend the NAPC Forum the next day.

Jaacks stated that the two best properties would be Singlespeed and KWWL. Jaacks said that he would be able to do the nomination form and send it in. Dornoff said he would send Jaacks the pictures he has of the building.

Motion made by Jaacks seconded by Price to nominate Singlespeed for the Preservation at its Best Award. Motion carried unanimously.

Reports

1. Main Street

Ottesen said that there has been a couple of sign reviews including one for the new Kitchen Cabinet business on East 4th.

There has also been discussion about the use of sandwich boards in the downtown area.

Main Street is looking for volunteers to water plants in the downtown area.

2. Silos and Smokestacks.

No Report

Grout Museum

The Grout Museum Tour of Homes will occur on August 25th.

3. Building Update

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

Dornoff also noted that he has heard no new information concerning the Gallagher building and its possible sale to a buyer who is looking to demo the building.

The city continues to go after St. Mary's.

4. Walnut Survey

Dornoff noted that the draft plan is now in the hands of SHPO.

Ottesen noted that there have still been no public meetings on the project.

5. Smokey Row

City council approved the Smokey Row survey contract at their July 9th meeting along with the acceptance of the Civil Rights Grant.

Stevens asked if it would be possible to get credit for education when the consultant teaches the commission to do certain activities.

6. Highland

Miller did not have anything to report.

Discussion Items/Possible Action Items

1. NAPC

Dornoff noted that a grant became available so he would be able to attend the NAPC conference. Ottesen said that he has obligations so he will not be able to attend.

2. Library Presentation

Dornoff said that Sue Pearson from the library called and they want the commission to do another presentation this October again. Dornoff suggested doing it the same day as the regular meeting that day to which the commission agreed.

Subjects to talk about: success stories? Grants? Historic Surveys?

October 16th 6:30 to 8:30pm.

3. Design Guidelines

Ottesen reviewed some of the materials he has gone over including store fronts and curtain walls that are in the Department of Interior standards but not in the current design guidelines.

Ottesen suggested that commissioners get together to work on the guidelines keeping in mind open meeting laws.

4. National Night Out August 7th

Neighborhood National Night Out will be on August 7th 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. Dornoff also handed out a brochure that has been created to promote the commission and bring more attention to historic preservation.

5. Preservation Iowa/ Main Street Iowa

Neither Dornoff nor Ottesen have heard from the event organizers at this time but the plan is to have a walking tour on August 28th.

6. Travel Brochures

Dornoff stated that he continues to work on the brochures including one showing the historic homes in Highland. While the brochure itself does not have enough room to describe why the houses are significant until the commission gets funding for the elaborate brochures. He noted that compared to cities such as Minneapolis, Portland, Seattle, and other major cities the Cedar Valley tourist booklet does not talk about historic preservation or mention neighborhoods in the area. Dornoff was thinking of adding a QR code/and website address to direct people to the commission website where there will be a page added

talking about the sites.

7. City Owned Properties/Demo List

Stevens suggested the commission see about Highway 63 funds in order to fix up the Dunsmore House, Dornoff stated that it was too late to fund a project like that, should have been done at the beginning of the process.

8. Action Plan

Dornoff will work on update the action plan.

9. Iowa Most Endangered List

No Update

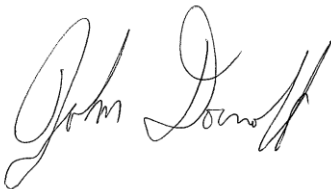
10. Website Update

Dornoff is working to get all the previous award winners posted on line in addition to continueing to digitize reports to add them to the website.

Adjournment

Ottesen adjourned the meeting at 5:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "John Dornoff". The signature is written in black ink and is positioned above the typed name.

John Dornoff
Planner I