

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – SEPTEMBER 15, 2009– 5:00 P.M.  
WATERLOO PUBLIC LIBRARY – 405 COMMERCIAL ST**

Chairperson Quirk 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, Newton, Olsson, Ottesen, Potter and Quirk.

Commission Member(s) absent were: Brockway, Morgan

Also present was staff member Adam Poll

**Approval of Minutes**

Quirk noted that Lana Morgan was not present at the last meeting and that Glenda Berry was present as well. Poll noted that he would update the minutes.

***Motion made by Newton, seconded by Berry to approve the minutes of the August 19, 2009 regular meeting. Motion carried unanimously.***

**Approval of Agenda**

***Motion made by Olsson, seconded by Potter to approve agenda. Motion carried unanimously.***

**Reports**

**1. Main Street**

Ottesen gave a report on Main Street activities. He noted that Main Street approved a roof sign on the Walker Building and noted that Main Street had begun drafting guidelines for infill development. He went on to note that the Tour De Loo' would be held on October 8<sup>th</sup> from 5pm-9pm and that the Grout Museum would be on the tour.

**2. Silos and Smokestacks**

Olsson noted that Silos and Smokestacks were planning their one-year anniversary.

**3. Grout Museum**

Olsson noted that Brewfest would be held at the Grout Museum and several local and regional Breweries would be participating.

**4. Rath Administration Report**

Andera reported that there was nothing new to report in regards to the Rath Administration Building. Poll noted that he had sent a thank-you letter as requested by the Commission to thank the developers for there work at preserving the Rath Administration Building and also noted the progress of the Human Services Campus was making just to the north of the Rath Admin site and that when the campus is constructed, that could attract tenants to the Rath Admin building.

**Discussion Items/Possible Action Item**

## 1. Review request for Certificate of Appropriateness for 234 Prospect Avenue

Poll gave staff report stating that the applicant was requesting a Certificate of Appropriateness to replace existing wood shutters on the upper level of the home with similar looking vinyl shutters, replace the wood siding on the garage with similar looking vinyl siding, replace concrete front steps with ceramic tiles, and replace windows with energy efficient vinyl windows on the rear and side of the home and noted that the home did contribute historically to the district. He noted that the homes former owner already replaced the shutters on the lower portion of the home with vinyl replacements many years ago and that the wood shutters on the upper level of the home were rotting and falling off the home. Poll also noted that the applicant would like to replace the siding on the garage as it was also rotten and in disrepair. Poll noted that it was the policy of The Design Guidelines for Historical Buildings that covering wood siding with a synthetic replacement would damage the visual integrity of the home and could trap moisture underneath and further rot the wood underneath. Poll then noted the applicant was requesting to replace the front steps as they were in disrepair and crumbling. Also Poll added that the applicant wished to replace the windows in her sunroom with more energy efficient vinyl varieties to lower her heating bills.

Olsson asked if the garage was original to the property. The applicant stated that she believed that it was and it had been there as long as she was aware. Olsson went on to ask if the current wood siding would have to be removed or if it would be kept. Ottesen stated that generally with this old of garage, the siding could not be removed as it was of a tongue and groove design which created the actual wall and would have to be sided over. Ottesen noted that he thought that replacement siding would be appropriate as long as the color and style is matched. Berry noted that he did not have a problem, as the garage was located in the rear of the property and not visible from the street.

Ottesen then stated that the replacement shutters that had been installed on the lower level appeared to be narrower than the original shutters on the upper level and questioned if older style vinyl shutters were locally available. Potter stated that certain decorating stores carried them, but it would be unlikely to find vinyl shutters to match the originals. Quirk noted that it was important to maintain the integrity of the home. Olsson added that she believed that all the shutters should be replaced with wooden shutters that match the originals. Quirk noted that it would be difficult to find shutters that exactly matched the original ones.

*Andera arrived at 5:18pm.*

Berry noted that he would like to see the steps replaced with limestone as that was the original building material, although he noted this could be cost prohibitive and that stamped poured concrete would be a more affordable option. Poll noted that he would prefer that The Design Guidelines prefers to keep the original wrought iron railings. The applicant stated keeping the railing would not be an issue and asked if landscaping tile would be allowed. Berry stated that he would encourage her to avoid the landscaping tile as it could be slippery and would not match the original stairs. Ottesen noted that stamped concrete is slip resistant. Potter noted that the concrete could be colored different colors and stated that a friend of hers had done that for about \$120.00 more than the non-colored variety. Berry noted that he had no problem with concrete as long as the limestone facing the street was saved.

Berry then addressed the window replacement stating that vinyl windows are not as energy efficient as they are advertised and that wood windows would last longer. The applicant noted that it was very cold in the sunroom, where the windows would be replaced, and that is where they spent most of their time. Quirk questioned if the applicant had any insulation in the walls and

that could easily be where the cold air is coming from. The applicant stated she did not know and Potter noted that they could have insulation blown in from the inside, into the walls, and that could help out a lot. Olsson noted that the Commission does not generally prefer the use of vinyl windows and that they are not recommended in the Design Guidelines, but the commission might be willing to make an exception after the applicant did some more research on the possibility of wood windows as these are located in the rear of the house. Berry noted that the Amish make some high quality wooden storm windows that would be more visually appealing for the home as he believes that replacement windows very rarely appear the same as the originals.

*Motion made by Olsson, seconded by Potter to approve residing the garage with vinyl siding, provided the color and style matched the original wood siding. Motion carried unanimously.*

*Motion made by Potter, seconded by Olsson to approve the reconstruction of the stairs using stamped concrete. Motion carried unanimously.*

## **2. Guidelines/Ordinance**

Chairperson Quirk proposed that due to time constraints, the commission could revisit this topic at a future work session. The Commission agreed and set up a work session for September 22<sup>nd</sup> at 8:00 am. Olsson questioned if the ordinance had been sent to SHPO for review. Poll stated that it had not as the commission had wanted to revise the process in which a historic district was created. Olsson stated the Commission should revisit that topic at the work session. Poll noted he would provide a copy of the ordinance at that time. Andera stated he would research different methods used to establish historic districts around the State of Iowa.

## **3. Other discussion: FEMA MOA activities-Potential historic preservation projects to be included under agreement**

Andera reported on the status of the Memorandum of Agreement process noting that SHPO had approved the first two items submitted for potential historic preservation projects. Andera stated that SHPO approved the San Souci recordation of history as well as a downtown historical survey. Ideas not approved by SHPO included a rural survey, a booklet on the ethnic history of the cedar valley, the establishment of a salvage barn and a historical kiosk located downtown. He noted that SHPO had not yet specified the monetary amount that would be received for these projects.

**Hearing no further discussion Potter motioned to adjourn the meeting, Ottensen seconded. Meeting was adjourned the meeting at 6:02 P.M.**

Respectfully submitted,

Adam Poll,  
Associate Planner  
Staff to the Commission