

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – November 21, 2017– 4:30 P.M.  
Mollenhoff Conference Room, City Hall**

Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:32 p.m.

Commission Members in attendance were: Ottesen, Price, Jenson, Stevens and Miller.

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

Others Present: Pat Morrissey – City Council Representative, E.J. Gallagher – Grout Museum, Rose Phillips-INRCOG and Adrienne Miller – Planning Staff

**Approval of Agenda**

*Motion made by Jenson, seconded by Price to approve the agenda of the November 21, 2017 regular meeting. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Price seconded by Miller to approve the minutes of the October 17, 2017 regular meeting. Motion carried unanimously.*

**Hearings**

**State of Iowa Most Endangered Building Nomination:**

Ottesen indicated that last month St. Mary's school was discussed as a nominee. Jenson agreed that it would be a good nomination for the commission to submit. Miller questioned who the owner of the structure was. A. Miller noted that it was a private owner not the city but the city has received inquiries on the property.

*Motion made by Jenson seconded by Price to nominate St. Mary's school for the State of Iowa Most Endangered Building list. Motion carried unanimously.*

Community Foundation Grant Application and Project List:

Adrienne noted that this item would be discussed further in the December meeting.

*Motion made by Jenson seconded by Price to table the item until December's meeting. Motion carried unanimously.*

**Reports**

**1. Main Street**

Ottesen reported small business Saturday is this coming weekend. Christmas decorations were set up this week and Winter-Wonderloo will also be taking place this weekend.

They are still in the process of interviewing for a new director and are down to four candidates for the position.

**2. Silos and Smokestacks.**

No Report

**3. Grout Museum**

Gallagher indicated that the Grout Homes tour includes historical properties. They would also like to make the Russel House and Snowden House more available to the public. The Grout museum also has concerns with new legislation in process for Federal Historic Tax Credits.

**4. Rath Administration Update**

A.Miller noted that there is a court date for the property for the 657A process set for November 29<sup>th</sup>.

**5. Walnut Survey**

A.Miller indicated that they were on the ground and began survey work the week of November 13<sup>th</sup>.

**6. Highland**

Miller noted that the Rath home was purchased by Chris Swartz.

**Discussion Items/Possible Actin Items**

**1. Following the Ordinance in Meetings?**

No update- John will have further information at December meeting.

**2. Design Guidelines**

Ottesen noted that he briefly looked through the document and encouraged other commissioners to look through the guidelines and submit any questions or comments to him or John.

**3. CIP 2019-2023**

Ottesen noted that John submitted a request for \$1.5 in the CIP. Departments are still submitting their requests at this time so the initial CIP discussions have not begun.

**4. Most Endangered Building List 2018**

Jensen indicated there were a few buildings within the Church Row neighborhood that would be good for the local most endangered building list. The Wellington Building located at 727 W Park Ave and the former church located at 719 W 6<sup>th</sup> Street. A.Miller noted that the church on 6<sup>th</sup> Street is currently going through the special permit process in order to open an antique store at that location.

Ottesen noted that the commission can come up with 8-10 buildings in Waterloo to place on the list and the list should be compiled within the next few months.

**5. City owned properties/Demo List**

No Updates

**6. Action Plan**

Ottesen encouraged commissioners to review the plan and continue to work towards accomplishing the goals. Some of the items may need to be pushed into 2018.

Stevens questioned the connection with Cedar Valley Historic Society. Gallagher noted their primary focus was People and places not structures necessarily.

Ottesen noted that the commission will need to assign people to each action plan in the next few months to insure items are being handled.

**7. Banquet 2018**

A.Miller noted that even though the annual banquet is not until May commissioners should begin thinking of award recipients.

**8. School Art Project**

No Update

**9. Grant**

Stevens noted the commission should look into the Sacred Places grant. There are three congregations that would benefit from the grant Mt. Moriah, Antioch Baptist and Payne Memorial.

**10. Survey form filing and Data Entry Update**

No Update.

**Other business:**

Federal Historic Tax Credits:

Discussion was held in regards to current legislation that would cut Federal Tax Credits by 50%. The commission discussed the importance of the tax credits for the development of the city and how many local projects have been affected by them.

***Motion made by Jenson seconded by Stevens to have Ottesen send a letter to local legislators on behalf of the commission supporting the Federal Historic Tax Credits. Motion carried unanimously.***

**Adjournment**

***Ottesen adjourned the meeting at 5:36 p.m.***

Respectfully submitted,

Adrienne Miller  
Planner II