

**CERTIFIED LOCAL GOVERNMENT
ANNUAL REPORT**

1. **Name of Certified Local Government:**

City of Waterloo

2. **Report covering period from October 1, 1991, through September 30, 1992**

3. **Fiscal Year:** 1992

4. **Chief Elected Official:**

Albert C. Manning, Jr.

City/County/Land Use District Mailing Address:

City Hall, 715 Mulberry Street, Waterloo, Iowa 50703

City/County/Land Use District Telephone:

(319-291-4366)

5. **Report prepared by:**

Rich Earles, Associate Planner

Date:

11-24-93

6. ENFORCE APPROPRIATE LEGISLATION FOR THE DESIGNATION AND PROTECTION OF HISTORIC PROPERTIES.

6a. **Have you amended your historic preservation ordinance or resolution during the past fiscal year?** YES___ NO X

If yes, attach a copy of any amendments made to the ordinance or resolution during the past fiscal year.

6b. **Has your local government passed additional historic preservation ordinances or resolutions during the past fiscal year?** YES___ NO X

If yes, attach a copies of the ordinance(s) or resolution(s)

6c. Does your historic preservation ordinance or resolution give the historic preservation commission the authority to designate local historic districts and/or local historic landmarks?

YES NO

If yes, provide a list of local historic districts and/or local historic landmarks which the historic preservation commission designated during the past year. None

6d. Does your historic preservation ordinance or resolution give the historic preservation commission the authority to review and approve proposed changes to designated local historic landmarks and/or local historic districts?

YES NO

If yes, indicate the number of applications for change reviewed by the historic preservation commission during the past year 23

If yes, attach a copy of the standards and guidelines used by the historic preservation commission to guide decisions when considering proposed changes to designated local historic landmarks and/or local historic districts.

Secretary of Interior's Guidelines

7. ESTABLISH BY STATE OR LOCAL LAW AN ADEQUATE AND QUALIFIED HISTORIC PRESERVATION COMMISSION COMPOSED OF PROFESSIONAL AND LAY MEMBERS.

7a. Are all positions on the commission currently filled?

YES NO

7b. Have Biographical Sketch forms or resumes been submitted to the historic preservation bureau for new commission members?

YES NO

If no, attach one completed Biographical Sketch form or resume for each commissioner appointed to the commission during the past fiscal year.

7c. Please complete the attached LIST OF COMMISSION MEMBERS form. Be sure to identify commission officers and the individual (commissioner or local government employee) who serve as commission contact.

7d. Did the commission meet at least three times during the year?

YES NO

7e. If commission by-laws were developed during the fiscal year, please attach a copy to the annual report.

N/A

7f. Please provide the following information regarding commission training in historic preservation: Names of commissioners who received training, name of historic preservation workshops they attended, sponsor of the workshop, location and date of the workshop.

Staff - October 12, 1991 - State Historical Society of Iowa - Iowa Historical Building

8. MAINTAIN A SYSTEM FOR THE SURVEY AND INVENTORY OF HISTORIC PROPERTIES.

8a. Describe how the commission encouraged local survey during the past fiscal year:

Received CLG Grant to survey proposed Walnut Street District

8b. Does the commission use the *Iowa Site Inventory* and the *Office of the State Archaeologist's Site Form* for recording information on historic properties? YES NO

If not, please attach copies of forms currently in use.

8c. Attach copies of inventory forms completed by the commission or submitted to the commission during the past fiscal year. Do not send copies of inventory forms completed in conjunction with a CLG grant project.

8d. Where are survey and inventory materials filed?

City Hall - Planning Office

8e. Are survey materials accessible to the public, yet controlled so that materials are not lost?

YES NO

8f. Is access to information about archeological site locations restricted?

N/A
YES NO

9. PROVIDE FOR ADEQUATE PUBLIC PARTICIPATION IN THE LOCAL PRESERVATION PROGRAM, INCLUDING THE PROCESS OF RECOMMENDING PROPERTIES TO THE NATIONAL REGISTER OF HISTORIC PLACES.

9a. Are the requirements of Iowa's open meeting law (Code of Iowa, Chapter 21) followed for all commission meetings?

YES NO

9b. Describe the methods of announcing meetings to the public.

Agenda posted in City Hall lobby at least 24 hours prior to meeting.

9c. Are written minutes of all meetings kept on file and accessible to the public?

YES NO

9d. Please state location, street and mailing address, of the repository where the historic preservation commission keeps its administrative files.

City Hall, Waterloo, Iowa

YES NO

9e. List the National Register of Historic Places nominations which the commission reviewed during the past fiscal year.

None

9h. Describe all other activities undertaken by the historic preservation commission between October 1, 1991 and September 30, 1992 which allowed for public participation in the local preservation program.

Meeting with Highland residents after denying vinyl siding request.

Completed Walnut Street Survey.

- 10. Workplan for Fiscal Year 1993, October 1, 1992 through September 30, 1993. List commission goals and activities to be undertaken to accomplish those goals. Indicate how the commission intends to address any Conditions identified in previous performance evaluations.**

Design Guidebook for Historic Properties

LIST OF COMMISSION MEMBERS

NAME	ADDRESS	PHONE	TERM EXPIRATION DATE	OFFICER? (specify position)	NEW MEMBER? (if yes, check here & attach resume)
Dave Swinehart	2757 Burton Waterloo, Iowa 50703	235-6777	4/7/95		
Earl S. Spencer	Spencer Engineering P.O. Box 237 Waterloo, Iowa 50704	23202902	4/1/94		
Rosie Peterson	1552 Bertch Waterloo, IA 50702	277-8817	4/7/95	Secretary	
Rose Middleton	430 Lester Waterloo, IA 50703	292-5552	4/7/95		
Sue Pearson	202 Highland Blvd. Waterloo, IA 50703	233-1157	4/7/93		
Gary Iverson	3151 Brockway Waterloo, Iowa 50701	234-4471	4/7/94		
Mike Broshar	900 Waterloo Building Waterloo, Iowa 50701	233-8419	4/7/94	Chairperson	

Bob Stevenson

715 Mulberry
Waterloo, IA 50703

291-4366

4/7/93

Martha Maxon

1328 Randolph
Waterloo, IA 50702

232-6531

4/1/94

Willie Mae Wright

715 Mulberry
Waterloo, IA 50703

233-7868

Ex-officio Council Liason

Vice-Chair

MEETING DATES FOR WATERLOO HISTORIC PRESERVATION COMMISSION

DATE	LOCATION
October 10, 1991	Waterloo City Hall
February 27, 1992	Waterloo City Hall
March 26, 1992	Waterloo City Hall
April 23, 1992	Waterloo City Hall
May 28, 1992	Waterloo City Hall
June 11, 1992	Waterloo City Hall
June 25, 1992	107-109 Independence Avenue
July 23, 1992	Waterloo City Hall
July 29, 1992	North Bank Cafe
August 27, 1992	Waterloo City Hall
September 24, 1992	Waterloo City Hall.