

[For SHPO use only]		
Received _____		
Minimum no. of meetings?	yes	no
Required training?	yes	no
Fully appointed commission?	yes	no
Has the commission been active?	yes	no
Has the commission accomplished at least one project?	yes	no
Comments: _____ _____		
Approved/CLG in good standing	yes	no
More information requested _____ _____		
Entered into database _____/_____		

**IOWA CERTIFIED LOCAL GOVERNMENT
2015 ANNUAL REPORT (January 2015-December 2015)**

NAME OF THE CITY, COUNTY, OR LAND USE DISTRICT: City of Waterloo

Section I.

Locating Historic Properties

Identification, Evaluation, and Registration Activity

CLG Standards found in CLG Agreement and National Historic Preservation Act

- ◆ The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, evaluation, and/or registration/nomination projects that your commission completed in 2015. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have these in our files.

2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2015? Please identify the property (historic name and address) and the action **No National Register of Historic Places properties were altered, moved or demolished in 2015.**

3. In 2015, how many additional properties did your city place on its list of **locally designated** historic landmarks and/or historic districts? The Campbell Baking Company building was locally designated on September 28, 2015 by Waterloo City Council. Please see attached resolution number 2015-778

Date the ordinance(s) reviewed and commented by SHPO September 14, 2015

4. In 2015, what were the actions to revise, amend, change, or de-list a locally designated property? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, city Council, District Court or other governmental agency or official involved with the process. (use additional pages if needed) No actions were taken by the Waterloo Historic Preservation Commission to de-list a locally designated property in 2015.

Section II

Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
 - ◆ The CLG shall provide for adequate public participation in the local historic preservation programs
5. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2015? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do! (use additional pages if needed)
- a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc. (use additional pages if needed) No Historic Preservation Planning was done during the year 2015.
 - b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. Please be specific (use additional pages if needed) The Historic Preservation Commission has been assisting with the local and national historic designation of the Campbell Baking Company building. This includes supporting the project and proposed redevelopment of the building not only at their own meetings but others, including City Council.
 - c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses,

lectures, Preservation Month activities, etc. (use additional pages if needed The Historic Preservation Commission held their annual awards banquet on May 28th at the Waterloo Boat House. Four awards were given this year to the following:

Plaid Peacock:

The Plaid Peacock is located at 316-318 W 3rd Street in downtown Waterloo. It is notably known as the former Kistner mortuary. The structure was built in 1913 and designed by the architect John T. Burkett with Burkett & Pedicord. The structure included a large chapel; embalming parlor and workrooms Bedford stone trim contrasts the dark brown brick exterior of the building. A residential quarters was also located above the mortuary. Currently the structure is the home to an art gallery gift shop where everything is made by Iowa artists and artisans. The owners are Heidi and Jessica who are a mother/daughter team. The Plaid Peacock does host many classes throughout the year including fused glass art classes and jewelry making classes.

House of Hope:

The House of Hope is located at 306-308 Walnut Street near downtown Waterloo. The home was constructed in 1897 and was constructed as a multiple-family dwelling. The home has queen Anne elements and also elements of the Colonial Revival. The home is not perfectly symmetrical potentially indicating that the larger portion was owner-occupied and the smaller portion was utilized as an income property. Currently the property is utilized by House of Hope. House of Hope is a two year transitional home for homeless women with children.

Antioch Baptist Church:

Antioch Baptist Church first began as an organized prayer band that met in their homes in 1912. In April of 1913 the prayer band decided to become an official church; making them the first African American Baptist church in the city of Waterloo. In the fall of 1914 Antioch Baptist Church purchased McFarlane School to accommodate the congregation. On June 4, 1950 a cornerstone service was held for the construction of the current location of 426 Sumner Street. Services were held in the basement for two years until the construction was complete on the main auditorium in 1953. Throughout the years the congregation grew to over 900 members.

Pat Morrissey:

Pat Morrissey was born and raised in Waterloo. He is extremely active with numerous groups throughout the Cedar Valley including the Church Row Neighborhood Association and has a passion for historic preservation throughout the City of Waterloo. One of Pat's most recent endeavors has included the Wonder Bread building in downtown Waterloo. Pat has been very active and vocal in the preservation efforts of the building, including bringing historians on site to assess the building for potential historical designation. Pat is extremely involved with the Church Row Neighborhood Association and is currently assisting with historic efforts in their neighborhood.

6. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions. The City Council passed resolution number 2015-778 on September 28, 2015 locally designating the Campbell Baking Company Building, located at 325 Commercial Street.
7. If new or revised design standards and/or guidelines were developed and adopted during 2015, please attach a copy. The Historic Preservation Commission is currently working on drafting bylaws. A copy of the bylaws will be sent to the State Historic Preservation Office for review once a draft of the bylaws is complete.
8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? (use additional pages if needed) The Historic Preservation has been struggling for a few years and continues to struggle with funding. The Commission would like to begin the process of identifying potential future historical districts within Waterloo. The Commission is currently working on applying for a number of grants and also has requested funding from the City of Waterloo to assist with matching funds for those grants.
9. Does your commission have a website and if so, what is the address? The City of Waterloo Historic Preservation Commission does not have a website.

Section III

Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
 - The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
 - The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
 - Commission members will participate in state-sponsored or approved historic preservation training activities.
10. List dates of meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). January 20, 2015; March 17, 2015; April 21, 2015; May 19, 2016; August 20, 2015; September 15, 2015; October 20, 2015; November 17, 2015; December 15, 2015. Please see attached minutes from all meetings.
11. In 2015, what was the dollar amount for the historic preservation commission's annual budget? The Historic Preservation Commission does not have an annual budget.
12. Where are your official CLG files located? The City of Waterloo Planning and Zoning Office located in City Hall.

12. Please update the attached CLG Personnel Information Table (this must be completed).

13. Please attach biographical sketches for commissioners who were newly appointed in 2015 or 2016. Please be sure newly appointed commissioners sign and date their statement.

14. Please complete the 2015 Commission Training Table.

PLEASE SIGN and DATE

Signature of person who completed this report *Date*

Signature of Mayor or Chairman of the Board of Supervisors *Date*

Please retain a copy for your official CLG file and send one hard copy with original signatures by February 27, 2016 to:

Paula A. Mohr
State Historical Society of Iowa
600 East Locust St,
Des Moines IA 50319-0290
Paula.mohr@iowa.gov

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!

2015 Historic Preservation Training Table

An important requirement of the Certified Local Government program is annual training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including on-line training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Training Session: **2015 Preserve Iowa Summit**

Sponsoring organization: **SHPO/Madison County Historic Preservation Commission**

Location: **Winterset, Iowa**

Date: **June 25-27, 2015**

Names of commission members, staff and elected officials who attended the Preserve Iowa Summit (***please note this must be completed. If no one attended, enter none***):

Name of Training Session: Rehab Yes and No, Treatment Standards & Guidelines, Illustrated Guidelines for Rehabilitating Historic Buildings, Working on the Past in Local Historic Districts

Sponsoring organization: National Park Service Technical Preservation Services

Location: Online

Date: March 17, 2015

Names of historic preservation commissioners, staff and elected officials who attended: Allaire George

Biographical Sketch

Applicant for Historic Preservation Commission

NAME: Katie Orlando

ADDRESS: 3735 Ravenwood Circle #5, Waterloo, IA 50702

WORK PHONE NUMBER WORK: (319) 235-9397

HOME PHONE NUMBER: (603) 702-0164

EMAIL ADDRESS: katie.orlando@iowabigs.org

INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use extra sheets if necessary)

EDUCATION: BA in History from Gettysburg College, 2004

EMPLOYMENT: Executive Director, Big Brothers Big Sisters of Northeast Iowa

INTERESTS: History!

Youth today fly through school, taking tests on important pieces of history that they instead cram and memorize for tests, quickly forgetting the information that connects them to the world. When students are paying attention, they pay attention to the exciting big-picture history, the gore, the most devastating global events of our past, but when it comes to local history and connecting people to their heritage and to their community, that often is lost.

Schools tend to teach the big picture, having students memorize dates and names for events that happened long ago and far away from their current location. But, all historical events, however small, shape the world we have today. It is at the local level where these events occur that affect you most day-to-day.

This whole system presents a problem: kids and adults can recite a lot of dates and names but don't know jack about themselves, their ancestors or their own hometowns.

In a globalized world, people are less engaged with their own communities and history as a subject. This generally makes for a public that is easy to manipulate and misinform; a populace that knows very little about its own history is almost guaranteed to repeat

the same cycles again and again. Conversely, an informed person can look at her area's history and found out what went right and how to repeat that success.

In addition, a feel for local history can truly enrich your day-to-day life in simple ways. Maybe it's a little smile on the daily walk past that future brewery and restaurant that used to be a bakery. Or the realization that the restaurant you are eating at was the site of a civil rights rally led by Martin Luther King. A million little details make up a rich tapestry of local flavor in every town or city that have ever existed.

As a member of Waterloo's Historic Preservation Commission, I hope to learn more about my new heritage, as a recent import to the state just months ago. I also hope to bridge the historic and cultural gaps that exist in Waterloo. When I first moved to Iowa and this city, it was clear pretty early on that most people my age had no knowledge of any local history. Questions I asked, including "Why does our City celebrate Irish Fest?" "Where are the city's historic districts?" and "Where are the most significant historic landmarks in Waterloo?" were asked and unanswered.

I believe that I have the passion to make a difference in my City's historic preservation and hope to use my education as well as my experience as an Executive Director of a nonprofit to secure funding through grants and donations, assist with research efforts, and present historical findings to our community so that people of all ages will have the chance to truly connect to their past and present.

While serving on the Waterloo Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.



February 22, 2016

Signature

Date

CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during calendar year 2015:

Ed Ottesen
Harrison Cass
Susan Price
Katie Orlando
Kathy Linda
Terry Stevens
Tim Andera
Allaire George (resigned in May of 2015)

B. CHIEF ELECTED OFFICIAL 2016 (note this is beginning January 2016)

Name of Mayor, Chairman of Board of Supervisors, or President of LUD Trustees:

First Name: Mayor Quentin

Last Name: Hart

Mailing Address: 715 Mulberry Street, Waterloo, IA 50703

Phone Number: (319) 291-4301

Email Address: mayor@waterloo-ia.org

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION

First Name: Adrienne

Last Name: Miller

Job Title: Associate Planner

Mailing Address: 715 Mulberry Street, Waterloo, IA, 50703

Phone Number: (319) 291-4366

Email Address: adrienne.miller@waterloo-ia.org

2016 HISTORIC PRESERVATION COMMISSION: Please note that this is for 2016

Please complete the following and provide information about your new 2016 commission.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Historic District). Specify the month, day, and year that the commissioner's term will end (Term Ends). If a commission member serves as contact with the State Historic Preservation Office for the Commission, please circle yes. **Electronic and mailed communication will be sent to the staff person for the commission and the contact.**

CHAIRPERSON/COMMISSIONER

First Name Ed

Last Name: Ottesen

Mailing Address (please provide full mailing address including city and zip code): 1941 West 6th Street; Waterloo, Iowa 50703

Home Phone Number: (319) 234-1863

Work Phone Number: (319)277-5636

Email Address:edo@leviarch.com

Representative, Name of Local Historic District: N/A

Term Ends: Month February Day 4th

Year2017

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes

VICE CHAIRPERSON/COMMISSIONER

First Name Harrison

Last Name: Cass

Mailing Address (please provide full mailing address including city and zip code): 191 Pershing Road; Waterloo, IA 50701

Home Phone Number: (319) 883-8626

Work Phone Number: N/A

Email Address: hcass@cascos.com

Representative, Name of Local Historic District: N/A

Term Ends: Month April Day 22 Year 2016

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle ☐ No

COMMISSIONER

First Name Susan

Last Name: Price

Mailing Address (please provide full mailing address including city and zip code): 2753 Fairlane Avenue, Waterloo, IA 50702

Home Phone Number: (319) 233-4019

Work Phone Number: N/A

Email Address: sueprice49@yahoo.com

Representative, Name of Local Historic District: N/A

Term Ends: Month January Day 28 Year 2016

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle ☐ No

COMMISSIONER

First Name Allaire

Last Name: George

Mailing Address (please provide full mailing address including city and zip code): 448
Loma Street, Waterloo, 50701

Home Phone Number: (319) 233-5320

Work Phone Number: N/A

Email Address: allaireg7@mchsi.com

Representative, Name of Local Historic District: N/A

Term Ends: Month February Day 4 Year 2017

Note: Allaire did resign due to health issues in May of 2015

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle No

COMMISSIONER

First Name: Kathy

Last Name: Linda

Mailing Address (please provide full mailing address including city and zip code): 1151
Independence Avenue, Waterloo 50703

Home Phone Number: (319) 291-6391

Work Phone Number: N/A

Email Address: Katherine.a.linda@gmail.com

Representative, Name of Local Historic District: Highland Historic District

Term Ends: Month April Day 18 Year 2017

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle No

COMMISSIONER

First Name Terry

Last Name: Stevens

Mailing Address (please provide full mailing address including city and zip code): 1629
Ackermant Street, Waterloo, IA 50703

Home Phone Number: (319) 291-6724

Work Phone Number: (319) 833-3129

Email Address: danceterryh2oloo@aol.com

Representative, Name of Local Historic District: N/A

Term Ends: Month December Day 9 Year 2016

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle No

COMMISSIONER

First Name Tim

Last Name: Andera

Mailing Address (please provide full mailing address including city and zip code): 715
Mulberry Street, Waterloo, IA 50703

Home Phone Number: (319) 291-4366

Work Phone Number: (319) 291-4366

Email Address: tim.andera@waterloo-ia.org

Representative, Name of Local Historic District: N/A

Term Ends: Month April Day 22 Year 2016

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle No

First Name Katie

Mailing Address (please provide full mailing address including city and zip code): 3735 Ravenwood Circle #5, Waterloo, IA 50702

Home Phone Number: (603) 702-0164

Work Phone Number: (319)235-9397

Email Address: katie.orlando@iowabigs.org

Representative, Name of Local Historic District: N/A

Term Ends: Month June Day 15 Year 2018

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle No

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – January 20, 2015– 4:30 P.M.
1st 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: Price, George, Ottesen, Stevens (5:05) and Andera.

Commission Member(s) absent were: Cass, Linda

Others Present: Adrienne Miller- Staff to the Commission, Chris Western Planning and Zoning Staff and 2 members of the public

Approval of Agenda

Motion made by Price, seconded by George to approve the agenda. Motion carried unanimously.

Approval of Minutes

Motion made by Price seconded by George to approve the minutes of the December 16, 2014 regular meeting. Motion carried unanimously.

Hearings

1. **Request for Certificate of Appropriateness by Community Wholesale, Chuck Todd, for the installation of new windows located at 123 Alta Vista.**

Miller gave the staff report indicating that the windows are currently wood and would be replaced with vinyl. The new windows would have a similar appearance to what is currently at the home, including the same grid pattern in the top sash of the window.

Chuck Todd, with Community Wholesale, indicated that they would have the wood casing outside of the window and the owners would like to paint that white. The new windows would be more efficient and would not have a storm window appearance.

George questioned what the difference in cost would be if the owners were to have wooden windows installed instead of vinyl. Todd indicated it would be 2 to 3 times the cost of vinyl.

Ottesen expressed concerns with approving the request due to the HPC guidelines stating that vinyl windows are not allowed as replacement windows.

Motion made by George, seconded by Price to approve the request for a Certificate of Appropriateness for the installation of new vinyl windows at 123 Alta Vista Ave. Motion carried with a vote of 3-2 with Ottesen and Andera voting against.

Reports

1. **Main Street**

No Report

2. **Silos and Smokestacks**

Candy Streed, Silos and Smokestacks, indicated that there had been discussion on Main Street regarding the future of the Wonder Bread building. Streed stated that there are many webinars coming up the next few months regarding all different aspects of Historic Preservation.

Streed indicated that the annual Golden Silo Awards Luncheon will be held on Wednesday, April 1st from noon to 1:30 at the Kinze Innovation Center in Williamsburg. The luncheon will celebrate individuals and organizations whose contributions demonstrate excellence in preserving and telling the story of American agriculture.

Streed stated that they have teamed up with the Grout Museum and are creating a video of local farmers to help document the area's history of agriculture.

3. Grout Museum

No update.

4. Rath Administration Update

Andera indicated that he had contacted the developer about a setting up a tour of the building but has not had a response. He will keep the commission informed of a date and time of a tour if one is set up.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Ottesen explained an email that was attached to the packets from David Deeds that indicates the home located at 519 E 3rd Street may be eligible to be listed on the National Register. There is also a letter from a historical consulting firm that also indicates that the home may be eligible to be listed on the National Register. Ottesen also stated that he had met with Pat Morrissey and members of the Church Row neighborhood to discuss the possibility of designating a historic district. It was discussed that starting with a survey and also meeting with the neighborhood would be a good starting point for designating both Church Row and also the Walnut Court area. Andera indicated that he has a book from the National Register Conference that he will bring to the next meeting that explains the application process for the National Registry.

2. City Owned Property within Neighborhood Associations

Miller indicated that there is no update to the list for this month.

3. CLG Annual Report

Miller indicated that a copy of the completed annual report was sent out in the email along with this meetings packet. The report is due February 27th so if there is any changes that need to be made to the report to let her know.

4. Funding

Miller indicated that there is no update on funding. Ottessen stated that Dubuque has a successful funding program that the Commission should look into.

5. Preserve Iowa Summit

Miller stated that she had received some information from Stevens regarding the summit and will forward the information to all commissioners.

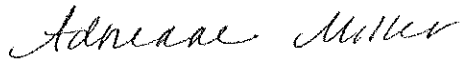
6. Wonderbread

Streed indicated that funding was available through the State of Iowa Historic Society. The funding is called TAN or Technical Assistance Network and needs to be requested by the CLG and must have permission of the owners of the structure to request a TAN.

Adjournment

Ottesen adjourned the meeting at 5:45.

Respectfully submitted,

A handwritten signature in cursive script that reads "Adrienne Miller".

Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – March 17, 2015– 4:30 P.M.
1st 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: Price, Cass, Stevens, George, Ottesen and Andera.

Commission Member(s) absent were: Linda

Others Present: Adrienne Miller- Staff to the Commission, Chris Western Planning and Zoning Staff

Approval of Agenda

Motion made by Stevens, seconded by George to approve the agenda. Motion carried unanimously.

Approval of Minutes

Motion made by Price seconded by Stevens to approve the minutes of the January 20, 2015 regular meeting. Motion carried unanimously.

Hearings

No Hearings Submitted

Reports

1. Main Street

Ottesen stated Main Street has been discussing the future of the Wonder Bread Building and upcoming spring and summer events. Funky Junk-a-loo is taking place the last weekend of March.

2. Silos and Smokestacks

No update.

3. Grout Museum

No update.

4. Rath Administration Update

No update.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Miller indicated that there is no update on the 519 E 3rd Street.

2. City Owned Property within Neighborhood Associations:

Miller indicated there was one property added to the list located within the Franklin Gateway Neighborhood Association.

3. Funding:

Miller explained the revolving loan that the City of Dubuque has in place for Historic Preservation funding assistance. Western noted that it may be difficult to receive council backing like Dubuque did due to the tight budget the city is already facing.

Ottesen questioned if the commission could seek additional information from the city of Dubuque regarding success rate, default rates, issues setting up the program and if they have encountered anything they would change if they would start the program again. Miller indicated that she would contact Dubuque and retrieve additional information regarding their program.

4. Wonder Bread Update:

Ottesen indicated that Silos and Smokestacks had paid for a Historic Consultant to walk through the building for a TAN (Technical Assistance Network) report. The report from the consultant should be ready in approximately 3-4 weeks. The report will tell what kind of condition the building is in and also if there may be any historical significance to the structure.

5. Historic Awards:

Miller indicated that the awards are usually in May so the commission needs to start thinking of possible award recipients. Miller passed around a letter that would be sent to area architects requesting nominations for awards. Ottesen questioned if something could be put into the courier requesting nominations also. Miller stated that she would send a PSA requesting nominations.

Adjournment

Ottesen adjourned the meeting at 5:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Adrienne Miller".

Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – April 21, 2015– 4:30 P.M.
1st 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: Price, Cass, Stevens and Ottesen.

Commission Member(s) absent were: Linda, George and Andera.

Others Present: Adrienne Miller- Staff to the Commission, Codie Leseman INRCOG

Approval of Agenda

Agenda was not approved due to lack of quorum.

Approval of Minutes

Minutes was not approved due to lack of quorum.

Hearings

No Hearings Submitted

Reports

1. Main Street

No update

2. Silos and Smokestacks

No update.

3. Grout Museum

Cass stated that there were historical presentations done at the Grout Museum by high school students. A fundraiser was held at the Electric Ball Room for the Grout Museum with a dance competition. Cass indicated that he plans to contact the Grout Museum to see if they are planning a home tour this summer and if they would like the commission to assist with the tour.

4. Rath Administration Update

No update.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Miller indicated that there is no update on the 519 E 3rd Street.

2. City Owned Property within Neighborhood Associations:

Miller indicated there were two additional properties were acquired by the City located at 310 Oak Avenue and 2013 Lafayette Street. Neither of the properties were deemed contributing to a historical district or eligible for individual designation according to historic surveys done in 1987. Ottesen questioned if the commission would be able to have a list of eligible and/ or contributing within the Walnut district for the next meeting. Miller stated that she would be able to do so.

3. Funding:

Miller handed out additional information regarding the revolving loan in the City of Dubuque has to offer. The information included their application process through Community Development and also the application for the design review board and Historic Preservation Commission. She would like the commission to look over the packet of information from Dubuque and let her know of any additional questions the commission may have. Miller indicated that she would speak with Noel Anderson, Community Planning and Zoning Director regarding the program and report back to the commission with his thoughts on a revolving loan fund for the Commission.

4. Wonder Bread Update- TAN report:

Ottesen stated that the TAN report had been returned regarding the Wonder Bread building. The report indicated the building is structurally sound and the next step would be to have a developer bring forth plans for redevelopment. The property would have to be recognized on the national register of Historic Places in order to receive grants for redevelopment. Ottesen indicated that there has been some developers interested in the property.

5. Historic Awards:

Miller stated that awards are typically at the end of May and the Commission will need to decide on a location, date and award recipients for this year's awards. The commission decided to hold the event at Bridges Retirement Center on May 28th or 29th and also to have them caterer the appetizers. Award recipients will be the Plaid Peacock, House of Hope, Antioch Baptist Church and Pat Morrissey.

6. Books for sale:

Miller indicated the books Bungalows & Foursquares and Without a Care: The History and Architecture of Sans Souci are for sale in the Planning and Zoning office. The proceeds will go towards the Historic Preservation Commission fund.

Adjournment

Ottesen adjourned the meeting at 5:20 p.m.

Respectfully submitted,



Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – May 19, 2015– 4:30 P.M.
1st Floor Conference Room, City Hall**

Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:40 p.m.

Commission Members in attendance were: Price, Cass, Stevens (5:10) & Andera.

Commission Member(s) absent were: Linda & Ottesen

Others Present: Adrienne Miller- Staff to the Commission; Al Grote- Owner of 835 Steely Street.

Approval of Agenda

Agenda was not approved due to lack of quorum.

Approval of Minutes

Minutes was not approved due to lack of quorum.

Hearings

- 1. Certificate of appropriateness at 107 Prospect Avenue.
THIS ITEM WAS WITHDRAWN BY THE APPLICANT.**

- 2. Certificate of Appropriateness at 835 Steely Street.
Request for Certificate of Appropriateness to allow for the replacement of windows, siding and addition of an overhang on the home.**

Miller stated that we do not have a quorum for today's meeting therefore we will only be discussing the item on today's agenda and not voting. Miller indicated that there will be an email vote taking place within the next week for the item.

Miller gave the staff report noting that the home is listed as not historically significant according to the Inventory card in 1987. Miller noted that the applicant would like to replace the windows, siding and add an overhang to the front and rear of the home and noted the examples submitted by the applicant.

Allen Grote, owner of the property in question, noted that the home is in very poor condition at this time and he believes asbestos and lead paint remain on the property therefore is a hazard to tenants.

Cass indicated that the improvements would appear to be an improvement to the home and also rid of potential hazards associated with the current materials of the home. Cass stated that they would not be voting on the item but the commission would let him know what the outcome of the email vote would be when it is complete.

Reports

- 1. Main Street**

Miller indicated that Friday-loos start this week and also the 4th Street Car Cruz was coming up during Memorial Day weekend.

2. Silos and Smokestacks

No update.

3. Grout Museum

No update.

4. Rath Administration Update

No update.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Miller indicated that there is no update on the 519 E 3rd Street.

2. City Owned Property within Neighborhood Associations:

Miller indicated that no more properties had been obtained by the city this month.

3. Funding:

Miller indicated that there is no update on funding.

4. Wonder Bread Update- TAN report:

Miller stated that Singlespeed Brewing Company out of Cedar Falls is very interested in the building. They appear to have the financing needed to have the process started and will be going for historic designations in order to be able to apply for historical tax credits for the project.

5. Historic Awards:

Miller stated that the awards would be taking place on May 28th at the Boat House located at 707 Park Road. Appetizers will be done by Riverloop Plaza and the amount would be voted on through an email vote later on in the week.

Adjournment

Cass adjourned the meeting at 5:20 p.m.

Respectfully submitted,



Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – August 20, 2015– 4:30 P.M.
Mollenhoff Conference Room on the 2nd Floor, City Hall**

Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:40 p.m.

Commission Members in attendance were: Ottesen, Price (4:37), Cass, Stevens (4:40) & Andera.

Commission Member(s) absent were: Linda

Others Present: Adrienne Miller- Staff to the Commission; 7 members of the public.

Approval of Agenda

Miller noted that item # 3 will be moved to #1 and the item “Request for Certificate of Appropriateness for a chair lift location at 234 Alta Vista Avenue” has been added to the agenda.

Motion made by Cass seconded by Andera to approve the agenda of the August 20, 2015 regular meeting as amended. Motion carried unanimously.

Approval of Minutes

Motion made by Andera seconded by Cass to approve the minutes of the April 21, 2015, May 19, 2015 regular meetings and Minutes from the email vote from May 22, 2015. Motion carried unanimously.

Hearings

- 1. Request for Certificate of Appropriateness by Joyce Jakubowsky for the replacement of metal roofing with rubber roofing for her home located at 215 Prospect Avenue.**

Miller gave staff report indicating the house is rated an “A” structure for architectural significance and listed as contributing to the district. Miller stated that the applicant would like to replace 2 of the 5 portions of flat roof with rubber roofing and not a metal material like they have now. Miller noted the replacement of the roof would not be visible from the street and will not change the overall appearance of the home.

Joyce Jakubowsky brought in a sample of the roofing material that would be used to replace the existing roof. Jakubowsky indicated that one of the areas does leak. Andera questioned if it would be on the second story of the home. Jakubowsky indicated that one would be on the third floor of the home.

Cass stated that since the request would not change the appearance of the home that he does not see any issues with the request. Jakubowsky indicated that the three other sections of flat roof were replaced within the last 20 years.

Motion made by Cass seconded by Price to approve the request to replace metal roofing with rubber roofing. Motion carried unanimously.

2. Resolution to support the nomination of Campbell Baking Company Building commonly known as the Wonder Bread building located at 325 Commercial Street, to be recognized as a Local Historic Landmark.

Miller gave the staff report noting that the building was constructed in 1927. The structure is listed as having an Italian Renaissance architectural classification with being historically linked to industry and commerce for the downtown Waterloo area. Miller noted that the southwest corner of the property, addressed 301 Commercial Street, was deemed insignificant due to the Campbell Baking Company obtaining that portion in 1972.

Dave Morgan, Single Speed Brewery, indicated they are looking for a local designation to assist with the cost of renovating the structure for a new brewery and pub. Price questioned what the plans were for 301 Commercial Street. Morgan indicated the city would like to have that space available for additional parking and the 301 Commercial Street portion of the building was constructed of materials that were deemed historically insignificant. Cass questioned what the building will be used for once developed. Morgan stated that a brewery and pub is being proposed along with two retail spaces. Ottesen stated that he sees the structure being historically significant with the exception of 301 Commercial Street.

Motion made by Cass seconded by Price to recommend approval of the Campbell Baking Company Building to be designated as a Local Historic Landmark. Motion carried unanimously.

3. Request for Certificate of Appropriateness by Ben Swestka for the construction of a new garage located at 233 Prospect Avenue.

Miller gave the staff report indicating the applicant would like to construct a new detached garage behind the home at 233 Prospect Avenue. The applicant has stated that the existing garage has been demolished and he would like to construct a new garage with similar appearance to match the old garage and existing home. The garage will have a green roof and lap cement board siding to match the home.

Ben Swestka, 233 Prospect Ave, indicated that his insurance company had him demolish the existing garage and he would like to construct a new garage that would accommodate modern cars and also a workbench. Ottesen questioned if the siding would be the 5" siding that is seen in this area. Swestka indicated that the siding will be the 5" cement board siding.

Motion made by Price seconded by Andera to approve the request to construct a new detached garage at 233 Prospect Avenue. Motion carried unanimously.

4. Request for Certificate of Appropriateness for a chair lift at 234 Alta Vista Avenue.

Miller gave overview of the request indicating that the applicant needs a chair lift to be able to enter their home. The lift will be located in the rear of the home adjacent to the current stairs and landing into the house. It appears that the lift will be able to be removed if it is no longer needed.

Ottesen indicated the stairs and rail do not look original to the home and sees no issues with the lift.

Motion made by Price seconded by Stevens to approve the request to construct a new chair lift at 234 Alta Vista Avenue. Motion carried unanimously.

Reports

1. Main Street

Ottesen stated that the roof of the new American Legion location has gone before Main Street and is now being heard by City Council. The American Legion would like to replace the current clay tile roofing with a steel roof. Main Street had turned down the request therefore City Council is looking at the request. David Deeds, JSA Development/ Main Street, stated that a resolution is near. Ottesen stated that a generator will be going in at the court house and will be placed in the front of the building with white vinyl fencing.

2. Silos and Smokestacks

No update.

3. Grout Museum

No update.

4. Rath Administration Update

Andera read an email he received from the developer stating that they have been having funding issues. Andera noted the Development Agreement is in default.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

David Deeds, JSA Development, stated that they have met with City staff and met many of the requests made for the development agreement on the property. Deeds stated that it has been months since they have heard a response from the city. Pat Morrissey stated a citizen came to City Council expressing concerns with the property and questioned why nothing had been done with it yet. Deeds gave overview of the project and indicated that the development agreement needs to be addressed by the city soon.

2. City Owned Property within Neighborhood Associations:

Miller indicated that she did not receive a list of any additional properties obtained by the city. Morrissey questioned if the Historic Preservation Commission would be able to see properties that are earmarked for 657A before the process is started so the commission would be able to save properties from being demolished. Ottesen noted that he has been able to attend a number of dilapidated housing meetings where the 657A homes are discussed. Ottesen noted that many of the homes that the city receives through 657A are beyond repair.

Stevens expressed concerns regarding historic preservation on the east side of Waterloo. Morrissey expressed that focus on preservation needs to be around the Walnut area and the Triangle area of Waterloo. Deeds stated that the commission could request to be able to see all properties and be able to make recommendations on each property as the city takes possession.

Motion made by Stevens seconded by Price to approve sending a letter to Noel Anderson, Community Development and Planning Director, to receive updated lists of properties obtained by the City no less than 60 days in advance to bidding the property out for demolition contracts and also be able to make recommendations on properties that are being considered for demolition. Motion carried 5-0 with Andera abstaining.

3. Historic awards recap:

Miller gave a recap of the awards ceremony that took place in May. Ottesen stated that the venue was great but would like to have more input from the community on award recipients. Ottesen stated that contacting additional media outlets to let the community aware of the awards banquet would also be beneficial to bring in more citizens to the event.

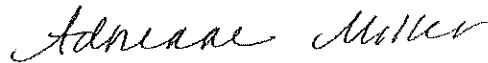
4. Books for sale at Grout Museum:

Miller stated that there are San Souci books for sale on behalf of the Grout Museum and Historic Preservation Commission. They can be purchased at the Grout Museum and Miller stated that over 50 books have been sold for \$10 apiece.

Adjournment

Ottesen adjourned the meeting at 6:50 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Adrienne Miller".

Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – September 15, 2015– 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 4:35p.m.

Commission Members in attendance were: Ottesen, Price, Linda, Cass, Stevens and Andera.

Commission Member(s) absent were: None

Others Present: Adrienne Miller- Staff to the Commission; 2 members of the public.

Approval of Agenda

Linda noted that she would like to add a discussion item to the agenda. She noted that she had been speaking with Sue Pierson at the Library about upcoming events.

Motion made by Price seconded by Linda to approve the agenda of the September 15, 2015 regular meeting as amended. Motion carried unanimously.

Approval of Minutes

Motion made by Orlando seconded by Price to approve the minutes of the August 18, 2015. Motion carried unanimously.

Hearings

- 1. Request for a Certificate of Appropriateness to allow for the replacement of wooden stairs, risers and side wall caps with glass fiber reinforced concrete stairs, located at 104 Prospect Avenue.**

Miller gave the staff report noting the structure is rated as a “C” structure for architectural significance and is listed as not eligible for individual designation but is listed as contributing to the district for historical significance. Miller noted the applicant would like to replace the existing front steps that are wood with glass fiber reinforced concrete. The applicant would also be replacing the risers and side wall caps along the stairs with the same material.

Ken Langston, Koch Construction, stated that the current stairs are rotting and the applicant would like to replace them with a material that will last longer than the 10 years the current stairs have been in place. Ottesen noted the current stairs were not original to the home and it is unclear what materials may have been original to the home. Langston stated that the iron railing will remain in place.

Motion made by Cass seconded by Linda to approve the request to replace the existing wooden stairs, risers and side wall caps with glass fiber reinforced concrete stairs, located at 104 Prospect Avenue. Motion carried unanimously.

Reports

1. Main Street

Ottesen noted that the Development Agreement between the City of Waterloo and the developers of the Wonder Bread building has been approved by the City Council. The American Legion has resolved the problems they initially had with the roof of their new location. Ottesen noted that the building located near 316-320 W 4th Street is working towards replacing the wall that fell last year. Ottesen noted that the proposed construction is very similar to what was originally in place.

2. Silos and Smokestacks

No update.

3. Grout Museum

No update.

4. Rath Administration Update

No update.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Morrissey indicated that he had a discussion with Noel Anderson and Noel is to send additional information to JSA regarding the agreement for the property. Morrissey expressed concerns with the home located at 516 Pine Street being on the dilapidated housing list to demolish within the next year.

2. City Owned Property:

Miller indicated that a list of properties was submitted by the dilapidated housing committee. The homes are set to be demolished within the next year. Morrissey stated that he had attended a dilapidated housing meeting and the list has homes set to be demolished throughout the city.

3. Funding:

Ottesen stated that he had met with Noel Anderson, Community Planning and Development Director to discuss potential funding opportunities. Ottesen stated that the commission would be able to ask for funding through the cities CIP. Anderson had indicated that the council is more likely to approve funding for items that are tangible such as studies or rehab projects rather than educational purposes.

Morrissey indicated that the commission should create a budget with specific items that the commission would like to utilize the funding for and indicated he thought \$100,000 was a very small budget for what the commission is looking into do.

Cass indicated the commission should be looking into doing studies and designating districts for the first 1-2 years and then focus on an incentive program the commission could offer to owners of historic properties. Linda indicated that the commission should look into what other communities do as a commission and also what their funding is.

Ottesen stated that a subcommittee should get together to discuss a detailed plan to submit to the council for a request of funding. Ottesen, Stevens and Linda volunteered to be the on subcommittee. Orlando indicated that she would reach out to Habitat for Humanity for additional information regarding how their entity works for funding and projects. Stevens indicated a volunteer committee could be formed similar to what Habitat for Humanity has in place. The subcommittee decided to meet Wednesday, September 23rd at 4 at city hall to discuss detail of funding.

4. San Souci books:

Miller handed out San Souci books to all commission members for them to keep.

5. Meeting with Library:

Linda stated that she has been speaking with Sue Pearson with the Waterloo Library and they would like the Commission to partake in a panel in April to discuss Historic Preservation within the City of Waterloo. Linda also indicated that Dr. Joyce Chen, a professor at the University of Northern Iowa, has a website that documents the migration of African Americans to Waterloo in the early 20th century. Linda indicated the site focuses on the Triangle neighborhood and Walnut area.

Adjournment

Ottesen adjourned the meeting at 5:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Adrienne Miller".

Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – November 17, 2015– 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 4:35 p.m.

Commission Members in attendance were: Ottesen, Linda, Cass, Stevens (5:10) and Orlando.

Commission Member(s) absent were: Price and Andera.

Others Present: Adrienne Miller- Staff to the Commission; Pat Morrissey- Council person to the commission; Candy Streed- Silos and Smokestacks

Approval of Agenda

Motion made by Cass seconded by Orlando to approve the agenda of the November 17, 2015 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Linda seconded by Orlando to approve the minutes of the October 20, 2015. Motion carried unanimously.

Hearings

No Hearings Submitted

Reports

1. Main Street

Ottesen stated that the director of Main Street Waterloo is leaving therefore they will be hiring a new director. Streed noted that a search committee has been formed and home to have someone in place by February but will have an interim director until someone is found. Ottesen stated that other business for Main Street has been design review of signage for downtown area businesses.

2. Silos and Smokestacks

Streed noted that they have a new Executive Director and Communications Director for Silos and Smokestacks. Streed announced that she is now part of the review panel for national nominations for historic places and would like to see additional nominations from the Waterloo area.

3. Grout Museum

Cass noted the tax levy that was up for vote on November 3rd was approved for the Grout Museum. Cass also noted that there is a Vietnam exhibit going on until July of 2016.

4. Rath Administration Update

Miller indicated that there is no update on the project.

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Miller indicated that there is no update for the Walnut District area including the homes located on E 3rd Street.

2. City Owned Properties/ Demo List:

Miller indicated that the list has not changed since the previous meeting.

3. Funding:

Miller noted that there is a CLG grant that is available every year in the fall. She noted that she will email out all of the information regarding the grant so commissioners can take a look at what needs to be done to apply. Ottesen questioned if Miller had heard a response from Jan Olive Full regarding estimates for the four areas the commission would like to consider for historic districts. Morrissey stated that JSA Development is looking at 4 different properties located within the Walnut Neighborhood and that development agreements are being discussed. Morrissey suggested that the commission begin partnering with developers on projects.

Adjournment

Ottesen adjourned the meeting at 5:35 p.m.

Respectfully submitted,



Adrienne Miller,
Associate Planner

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – December 15, 2015– 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 4:35 p.m.

Commission Members in attendance were: Ottesen, Linda, Andera, Price, Stevens (4:50) and Orlando.

Commission Member(s) absent were: Cass

Others Present: Adrienne Miller- Staff to the Commission; Pat Morrissey- Council person to the commission; and 5 members of the public.

Approval of Agenda

Motion made by Orlando seconded by Linda to approve the agenda of the December 15, 2015 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Linda seconded by Andera to approve the minutes of the November 17, 2015. Motion carried unanimously.

Hearings

Resolution to support the nomination of Campbell Baking Company Building, located at 325 Commercial Street, to be recognized on the National Register of Historic Places.

Miller reviewed the request and explained that they had previously been approved for local designation and now they would like to be recognized on the National Register of Historic Places.

Motion made by Orlando seconded by Linda to approve the request to support the nomination of the Campbell Baking Company Building for the National Register of Historic Places designation. Motion carried unanimously.

Reports

1. Main Street

Ottesen stated that Main Street has been holding their regular meetings that include design review. They also held Winter Wander'loo on December 12th that included many events for kids including crafts, treats and games.

2. Silos and Smokestacks

No update

3. Grout Museum

No update

4. Rath Administration Update

No update

Discussion Items/Possible Action Items

1. 515 & 519 E 3rd Street/ Walnut District:

Miller indicated that there was no update on the properties on 3rd Street or the Walnut District.

2. City Owned Properties/ Demo List- nomination sent for 219 Sumner:

Miller stated that the nomination for 219 Sumner Street to be placed on the Iowa Endangered properties list was submitted to Preservation Iowa.

3. Funding:

Orlando stated that she had laid out some of the information for the Black Hawk Gaming Grant and would like the commissioners to take a look at it before the next meeting and bring back feedback for the application.

4. Bylaws:

Ottesen stated what items within the sample bylaws would need to be address to specifically be geared towards the Historic Preservation Commission. Those include Names and number of members. Ottesen questioned if the commission would be able to utilize a city wide policy for some of the bylaws such as reimbursement costs.

5. Discussion with Dr Chen:

Linda indicated that she invited Dr. Chen and colleagues to the Historic Preservation Commission meeting to discuss potentially working together on projects in the triangle area and Walnut neighborhood. Dr. Chen explained what information her and her colleagues had gathered in the area. Chen stated that she has a website that she had worked in conjunction with the UNI geography department to map out ownership of homes in the area and also significant landmarks.

Ottesen stated that the goal of the commission was to add historic districts in the area and the commission is currently focusing on money for such projects.

It was stated that a small group of commissioners would get together with Dr. Chen and her colleagues when the commission is ready to gather information on the potential districts and work together towards bringing awareness to the area.

Adjournment

Ottesen adjourned the meeting at 5:45p.m.

Respectfully submitted,



Adrienne Miller,
Associate Planner

The Historic Preservation Annual Awards Ceremony – 2015

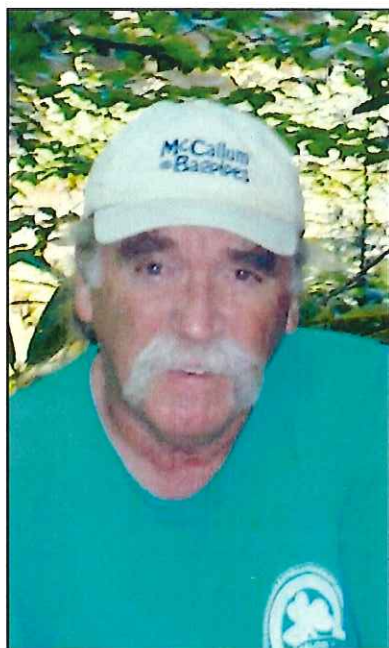


May 28, 2015

5:30 p.m. - Boat House
707 Park Road, Waterloo

5:30 p.m. - Social Hour
6:00 p.m. - Awards Ceremony

Award Recipients



Plaid Peacock- 316 W 3rd Street
House of Hope- 306 Walnut Street
Antioch Baptist Church- 426 Sumner Street
Pat Morrissey- Historic Preservation Advocate



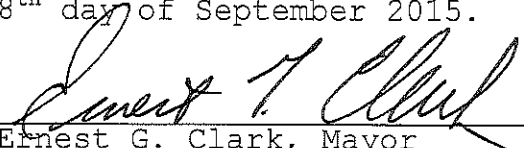
Prepared by Kelley Felchle, Deputy City Clerk, City of Waterloo, 715 Mulberry Street, Waterloo, IA 50703, (319) 291-4323.

RESOLUTION NO. 2015-778

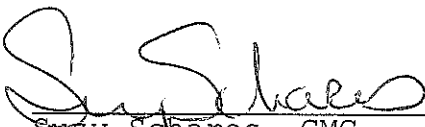
RESOLUTION APPROVING THE DESIGNATION OF THE CAMPBELL BAKING CO. BUILDING (LOCALLY KNOWN AS THE WONDER BREAD BUILDING) AS A LOCAL HISTORIC LANDMARK, LOCATED AT 325 COMMERCIAL STREET AND AUTHORIZING MAYOR AND CITY CLERK TO EXECUTE THE SAME.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WATERLOO, IOWA, the Campbell Baking Co. Building (locally known as the Wonder Bread Building) as a local historic landmark, located at 325 Commercial Street, is hereby approved and the Mayor and City Clerk are authorized and directed to execute documentation for the same on behalf of the City of Waterloo, Iowa.

PASSED AND ADOPTED this 28th day of September 2015.


Ernest G. Clark, Mayor

ATTEST:


Suzy Schares, CMC
City Clerk