

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – April 21, 2020– 4:30 P.M.
Meeting was held by Zoom online meeting application**

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 electronically were: Ed Ottesen, Mathew Gilbert, Susan Price, Alice Rohret, and Nick Hedrick.

Commission Member(s) absent were: Terry Stevens

Others Present electronically: Pat Morrissey – City Council Liaison, John Dornoff – Planning Staff; and Ed Gallagher – Grout Liaison.

Approval of Agenda

Motion made by Rohret, seconded by Price to approve the agenda of the April 21, 2020 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Hedrick, seconded by Price to approve the minutes of the February 18, 2020 meeting. Motion carried unanimously.

Oral Presentations

No Presentations

Hearings

Request by Jon Olson for a Certificate of Appropriateness for a new sliding door at 321 Highland Avenue.

Dornoff read the staff report and noted that none of the historic surveys are the Highland Neighborhood looked at the back door so it was impossible to determine the age of the door.

Jon Olson, 1321 N. Kline Street, Aberdeen, South Dakota, 57404 the applicant explained why he is requesting to put in the new door including that the current door size is not built anymore and that the existing door is not historic.

Ottesen stated the door is not likely historical and is in the back of the building where it will not be seen.

Gilbert asked if the trim would be the same to which the Olson said yes the trim would be the same.

Motion made by Hedrick, seconded by Rohret to approve the Certificate of Appropriateness for 321 Highland Drive. Motion carried unanimously.

Request by Christopher T. Schwartz for a Certificate of Appropriateness for two new gardens and 2' tall wood picket fences at 214 Highland Drive.

Dornoff read the staff report.

Christopher T. Schwartz, 214 Highland Drive, Waterloo, Iowa 50703 explained the request.

Gilbert asked about what regular upkeep will be need to which Schwartz explained.

Motion made by Hedrick, seconded by Price to approve the Certificate of Appropriateness for 214 Highland Drive. Motion carried unanimously.

Request by Thomas Zahn and Associates to extend the deadline for the Battle for Equality Civil Rights project to December 31, 2020.

Dornoff explained that due to the COVID-19 lockdowns the consultant team is unable to currently work on the project so are seeking an extension of the contract to December 31, 2020.

Motion made by Price, seconded by Rohret to recommend that the contract for Thomas Zahn & Associates be extended to December 31, 2020. Motion carried unanimously.

Election of Vice-Chairperson for remainder of 2020 Calendar Year.

Dornoff said that Morehouse is no longer on the commission so she needs to be replaced as Vice-Chairperson.

Price volunteered to serve as Vice-Chairperson.

Motion made by Hedrick, seconded by Rohret to appoint Price as Vice-Chairperson for the remainder of the 2020 calendar year. Motion carried unanimously.

Reports

1. Main Street

Design review meetings have gone virtual but everything is on hold right now.

2. Silos and Smokestacks.

No Report

3. Grout Museum

St. Patrick's Day Banquet canceled with no rescheduled date yet.

House tour still being planned for August.

All meetings are new on Zoom.

4. Building Update

No update.

5. Project Update

See hearing item.

6. Highland

Letter to highland residents will be going out in the coming weeks.

7. Walnut

Walnut residents have been working on cleaning up the neighborhood while on walks.

Discussion Items/Possible Action Items

1. HPC Awards Banquet

Discussion on moving the banquet date. Hedrick said that there facility is starting to book up for summer dates so if it is going to be this summer should pick a date. Dornoff suggested waiting at least until the May meeting to make a decision depending on what the status is at that time however, he also noted that he may be attending conferences in September and October so it may limited that amount of time he has to work on the banquet.

2. School Art Project

With the closing of school to fall the school art project will need to be canceled for this year and hope to come out swinging for the 2021 banquet.

3. Main Street Waterloo Collaboration

Nothing to report.

4. Preservation Iowa June 4-6 Dubuque

The conference will now be virtual and is only \$20 to attend; Dornoff will still be doing a session.

5. City Owned Properties/Demo List

April meeting was canceled so nothing to report.

6. Dilapidated Housing Sub-Committee

Dornoff noted that this sub-committee was combined with the cities dilapidated housing meeting. Morrissey wanted a phone call or email saying what is happening.

7. Action Plan

Commission went over the action plan.

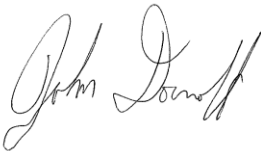
Other Discussion:

Dornoff apologized for the noise on the meeting, which apparently was caused by the projector in the Mollenhoff Room.

Adjournment

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

Respectfully submitted,

A handwritten signature in cursive script that reads "John Dornoff".

John Dornoff
Planner I