

MINUTES
WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING - 4:30 P.M. JANUARY 16, 2001
MOLLENHOFF CONFERENCE ROOM - 2ND FLOOR CITY HALL

Chairman Levi called the regular meeting of the Waterloo Historic Preservation Commission (WHPC) to order at 4:38 p.m. Members present were: Aronson, Craven, Durbahn (later arrival), Levi, Pearson, and Peterson. Also in attendance were Candy Streed and Donald Short of Silos and Smokestacks (S&S), and city staff Wade Wagoner and Terry Malone.

Pearson motioned to approve the Minutes as submitted. Craven seconded the motion and it was approved unanimously. Aronson motioned to approve the Agenda with Leonhart seconding, and the Commissioners approving unanimously.

Streed began with an introduction of Donald Short the new Executive Director for S&S, followed by staff and Commission introductions. Short expressed his gratitude toward the missions of S&S and the WHPC and stated his interest in working in tandem.

There were no reports from Main Street.

The sole discussion item on the agenda was a continuation of the December 2000 brainstorming session for the 2000 Certified Local Government Annual Report. Levi suggested that the priorities of the Commission for 2001 should be to revise the current ordinance and to make a formal contact with the Highland Neighborhood Association.

Peterson expressed her concern with the age and reliability of the Site Inventory Forms that are being used by City staff to determine eligibility for permit issuance. At that point, Malone gave the Commissioners a demonstration of how the Building Inspections permit system flagged historically significant properties. Several oversights were discovered as a result of that exercise, and additional work items were included on the running list. The following is a combination of previous items and new Commission charges to the staff:

December 2000

- ❖ Revamp permitting process.
- ❖ Disseminate information to the City's Recognized Neighborhoods through Neighborhood Services and the Community Alliance of Neighborhoods.
- ❖ Conduct a public hearing in the Highland Neighborhood.
- ❖ Amend City Code to increase the number of Historic Commissioners.
- ❖ Update the existing ordinance to reflect current practices and procedures in the field.

January 2001

- ❖ Determine the cost to employ a restoration architect to update the Site Inventory List.
- ❖ Employ an intern or temporary staff person to enter data into the Building Inspection permit system.
- ❖ Attempt to retrieve data from the DOS based permit program and convert it into the Windows permit system.

With no further business, the Commission was adjourned at 5:57 p.m.

Respectfully submitted,

Terrance D. Malone
Staff to Commission