

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – MARCH 15, 2011– 5:00 P.M.
1st FLOOR CONFERENCE ROOM, CITY HALL**

Berry called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 5:00 p.m.

Commission Members in attendance were:, Berry, Olsson, Ottesen, Potter, Toepfer and Quirk.

Commission Member(s) absent were: Andera

Others Present: Poll- Staff to the Commission

Approval of Agenda

Berry noted that he would like to discuss a notice for the construction of a cell tower that he received. Poll noted that it could be added to the discussion portion of the agenda.

Motion made by Toepfer, seconded by Quirk to approve the amended agenda. Motion carried unanimously.

Approval of Minutes

Toepfer noted there were some the date on the motion portion of the minutes was incorrect as well as noting some grammatical errors that needed to be corrected in the minutes. Poll noted he would make the appropriate changes.

Motion made by Quirk, seconded by Olsson to approve the amended minutes of the February 15, 2011, regular meeting. Motion carried unanimously.

Public Hearings

None

Reports

1. Main Street

Ottesen noted that there was a Main Street conference on June 22-25 in Des Moines noting that he will be in attendance. Ottesen noted that on April 14, 2011 at the Sky Events Center Main Street was having its 15th anniversary celebration. Ottesen then noted that Fridayloo's began the last weekend in May.

2. Silos and Smokestacks

Ottesen noted that the Golden Silo Awards Luncheon was being held at the Sky Events Center on April 6th at noon.

3. Grout Museum

Olsson noted that she was helping organize the Old House Tour, noting that they had two houses confirmed for the tour. Olsson noted that the date had been pushed back to August 20th.

4. Rath Administration Building Project Update

No update given.

5. Highway 63 Expansion

No update given.

6. Proposed Ordinance

Poll noted that the Ordinance would be going before the Ordinance Committee on March 21st at 4:00 p.m. and that HPC members were encouraged to attend. Poll added that discussion from the Council work session had indicated that the Council preferred that a section be added to the proposed ordinance noting that if 40% of the residents of a proposed district were documented as against it becoming a Historic or Preservation District that the proposal would fail.

Discussion Items/Possible Action Items

1. Annual Historic Preservation Awards

Potter noted that she had talked to the Waterloo Courier and they would run a ad seeking historic nominations. Potter noted that the deadline for nominations would be April 15th. Potter noted that the proposed guest list consists of current award winners, past recipients, HPC members and city officials.

Poll noted that would seem to work well as that consisted of one residential home, one commercial building and a church.

2. Local nomination of Washington and Lincoln Parks as Historic Landmarks

Olsson noted that she believed a sub-committee was needed to focus on construction the application. Quirk and Potter volunteered as well as Olsson. A meeting was set up for 1:00 p.m. on April 6th. Poll noted that he would reserve a room.

3. Annual Report

Poll noted that the 2010 Annual Report was nearly completed. The HPC members updated their personal information on the report. Toepfer noted some grammatical corrections.

Motion made by Potter, seconded by Quirk to approve the amended 2010 annual report. Motion carried unanimously.

4. Cell Tower

Berry noted that he received notice that a cell tower was proposed for construction on a parcel of land off of Hammond Avenue. Berry noted that the notice was sent to him so the HPC could determine if there was a historic impact on the area. Berry noted that there were not any local or national historic landmarks or districts in the area.

5. Guidelines Revision

Berry noted that due to time constraints, further Guidelines Revisions could be made next month.

Adjournment

Motion made by Quirk, seconded by Olsson to adjourn the meeting. Motion carried unanimously.

Meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Adam Poll,
Associate Planner