

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – March 15, 2016– 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 4:30 p.m.

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

Commission Member(s) absent were: Linda, Cass

Others Present: Adrienne Miller- Staff to the Commission; Pat Morrissey, City Council & 1 member of the public

Approval of Agenda

Motion made by Orlando seconded by Price to approve the agenda of the March 15, 2016 regular meeting. Motion carried unanimously.

Approval of Minutes

Motion made by Orlando seconded by Price to approve the minutes of the February 16 , 2016. Motion carried unanimously.

Hearings

Request for a Certificate of Appropriateness to allow for the replacement of front steps and dormer, refinish the exterior paint, add fence and replace windows, located at 326 Highland Blvd.

Miller gave staff report explaining the request.

Ottesen questioned which windows would be replaced. Robert Saul, owner of the property, indicated that there would be four windows on the north side of the home and 2 windows along the front of the home that would be replaced.

Motion made by Stevens seconded by Price to approve the request as submitted. Motion carried unanimously.

Reports

1. Main Street

Ottesen indicated that Tavis Hall is the new director of Main Street. Funky-junk-a-loo is coming up and the design review board has been hearing requests. Ottesen indicated that the 20th anniversary for Waterloo Main Street is this year and also 30 year anniversary for Iowa Main Street is also this year. A board meeting was also held in regards to farmers markets in Waterloo.

2. Silos and Smokestacks

Streed indicated that an executive assistant position would be coming available soon.

3. Grout Museum

No Updates.

4. Rath Administration Update

No Updates.

Discussion Items/Possible Action Items

- 1. 519 E 3rd Street/ Walnut District – no update

Morrissey indicated that Noel Anderson will be speaking with JSA soon in regards to the home located at 519 E 3rd Street and the Walnut area.

- 2. City owned properties/Demo List – no update

Morrissey indicated that City Council has approved the demolition of the homes on Sumner Street

- 3. Historic Preservation Awards- May

The commission discussed possible dates and recipients of this years awards. Miller indicated that she will check into booking the location and caterer for the event and report back to the commission at Aprils meeting.

- 4. Funding- HRDP Grant and CLG Grant information

Miller indicated that she has been working on the application for the HDRP grant that is due at the end of April. The commission discussed other possible projects including brochures for areas of Waterloo, walking tours and working towards additional visibility for the commission.

- 5. Bylaws

Ottesen noted that he does not have an update on the bylaws for the commission to look over.

Adjournment

Ottesen adjourned the meeting at 5:34p.m.

Respectfully submitted,



Adrienne Miller,
Associate Planner