

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING –MARCH 16, 2004 – 4:30 P.M.
CONFERENCE ROOM – 1ST FLOOR CITY HALL**

Chairperson Levi called the regular meeting of the City of Waterloo Historic Preservation meeting to order at 4:32 p.m.

Those in attendance were Aronson, Etheredge, Pearson, and Levi. Applicant Wendy Peterson, Dave Schachterle of Signs & Designs on behalf of Captain Max Chocolates, and Mr. Newton on behalf of Philip Hoven were present at the meeting. Also in attendance was staff members Noel Anderson, Chris Western, and Morgan Hoosman.

Levi stated that the minutes from the January 20, 2004 meeting were not available for approval, but there were no agenda items from the meeting. The commission will review the discussion items at the next meeting.

Etheredge moved to approve the agenda with tabling the request by Marvin and Roberta Cue, and moving the request by Philip Hoven to the top of the agenda. Pearson seconded the motion. The motion to approve the agenda passed and carried unanimously.

Silos and Smokestacks Report

Silos and Smokestacks reported on the Transportation Enhance Grants awarded by the Department of Transportation to place way-finding and interpretative signage along the Heritage Area. A copy of the report will be available on CD-ROM. They will be holding workshops in the Quad Cities on driving and walking tours. Also, they will be holding teacher trainings with funding from the McElroy Foundation.

Main Street Report

Etheredge briefly spoke that Main Street was reviewing the guidelines for streetscape. They have also begun discussion with the Grout Museum about the Old House Tour.

Agenda Items

Request by Philip Hoven for a Certificate of Appropriateness to replace garage destroyed by fire and build a new garage with vinyl siding, on the property located at 329 Prospect Avenue

To start the discussion process, Pearson made the motion to approve the request. Western gave the staff report. Pearson questioned the design of the door. Mr. Newton stated it would be a raised-six panel, 16' overhead, insulated-back door, and the door would face the alley. Pearson stated that the vinyl siding is not an allowable material. The option of wood or cement siding also was mentioned as possible materials. Etheredge stated that raised-panel is not allowable, but a flat panel would be allowable. The applicant agreed to these conditions. Levi asked if there was any further discussion as related to the request on the table. With no other discussion, Levi called for a vote. The motion was seconded by Etheridge. Passed and carried unanimously.

Request by the Russell Lamson Building for a Certificate of Appropriateness for an awning sign on the property at 209 West 5th Street

Etheredge moved to deny the request on the basis on neon lights. Western gave the staff report. Schachterle of Signs and Designs spoke on behalf of the applicants. Etheredge noted that this request was approved by Main Street Review, and also stated concerns about the neon lights on the awning and the shape of the arch. Levi and Pearson noted concerns also about the neon lights on the front of the awning because it was felt that it is not historic in nature. Schachterle stated that neon signage became widely used in the 1920s, and Main Street pushes for neon because of its historic nature. The motion was seconded by Pearson. Passed and carried unanimously.

The applicant agreed to the condition of removal of neon lights from the awning. The commission members voted by email to approve the request on March 22, 2004.

Request by Brad and Wendy Peterson for Certificate of Appropriateness to install vinyl siding and replace windows on the property located at 324 Prospect Avenue

Pearson moved to deny the request. Pearson noted that vinyl siding is not an allowable material. Pearson also stated that the applicant did not provide documentation of the condition of the current windows in order for the commission to determine appropriateness. Levi stated that the applicant needed to schedule an on-site visit by commission members to examine the condition of the windows. Levi noted that two commissioners would have to be scheduled for the site visit. The motion was seconded by Etheredge. Passed and carried unanimously.

Discussion Items

Flagging System for Historic Properties

Chris reported that staff had entered 430 properties rated “A” for Historical Significance had been “flagged” into the City Permit System. Levi discussed the need to address the definition of “historical” or “architectural” significance, what properties are required to be reviewed, and how to convey the information to homeowners. Anderson stated the need to update the survey and the ordinance.

CDBG Fund Allocation

Pearson stated that she agreed to do the draft, and will email the document to staff and commissioners when it is completed.

Pearson motioned to adjourn the meeting, seconded by Etheredge. Hearing no further discussion, Chairperson Levi adjourned the meeting at 5:45 P.M.

Respectfully submitted,

Morgan Hoosman
Associate Planner
Staff to the Commission