

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – March 18, 2014– 4:30 P.M.  
1<sup>st</sup> Floor Conference Room, City Hall**

Western called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:35 p.m.

Commission Members in attendance were: Price, Cass, George, Ottesen & Andera.

Commission Member(s) absent were: Linda, Vatchev and Stevens

Others Present: Chris Western, Staff to the Commission, Adrienne Voelker, City of Waterloo Planning Staff and one member of the public.

**Approval of Agenda**

***Motion made by Price, seconded by Cass to approve the amended agenda. Motion carried unanimously.***

**Approval of Minutes**

***Motion made by George, seconded by Cass to approve the minutes of the February 18, 2014 Regular Meeting. Motion carried unanimously.***

**Hearings**

**1. Request for certificate of appropriateness at 1135 Independence Avenue to install a replacement window in rear of home**

Voelker gave the staff report noting that the home is rated as a "C" structure for architectural significance and is listed as contributing to the district. The structure is rated as "A" for Historical Significance. The applicant would like to replace a casement window that faces the back yard with a new casement window. The only difference in the windows would be the current window is divided  $\frac{1}{4}$ ,  $\frac{1}{2}$ ,  $\frac{1}{4}$  and the new proposed window is divided equally in thirds.

Cass questioned if there would be grids in the new window and the applicant, Ron Miller of 1135 Independence Avenue stated that there would not be any grids. There would only be horizontal dividers in the center of each window. Miller also stated that the new window would match an existing window in the kitchen of the home.

***Motion made by Price, seconded by George to approve the certificate of appropriateness at 1135 Independence Avenue to install a replacement casement window in rear of home. Motion carried unanimously.***

**Reports**

**1. Main Street**

No Update

**2. Silos and Smokestacks**

No Update

**3. Grout Museum**

No Update

**4. Rath Administration Update**

No Update

**5. Dunsmore House**

No Update

*Discussion Items/Possible Action Items*

1. HPC Binders

Voelker handed out Historic Preservation Commission binders and explained that they all contained HPC guidelines, ordinances and additional information. Cass questioned if a paper copy of commission members could be brought to the next meeting and Voelker indicated that copies will be made for next month's meeting.

2. Awards- nominations

Commission agreed that two awards would be presented at this year's ceremony. One to the Brown Derby and the other to Lee Byrd for her preservation of her home. Commission decided to have the awards at the Bridges meeting room. Price is going to call bridges to set up a time for the awards ceremony. The commission decided that May 29<sup>th</sup>, 30<sup>th</sup> or June 5<sup>th</sup> would be the dates preferred for the awards.

3. Community outreach/ funding

Western explained what Dubuque has done with a revolving loan program with their Historic Preservation Commission. Staff will contact Dubuque to see exactly how they initially started the program and where the funding originated. Commission is going to look over additional paperwork regarding funding that staff supplied and discuss further at the next meeting.

4. Lafayette School

Western noted that demolition had started Monday and should be completed this week.

5. Training

Voelker stated that she contacted Kathy Gourley with the state Historic Society regarding setting up a training session but has not heard a response. Voelker will continue to research and contact individuals about training for the Waterloo Historic Preservation Commission.

**Adjournment**

*Ottesen adjourned the meeting at 5:25.*

Respectfully submitted,

Adrienne Voelker,  
Associate Planner