

**WATERLOO HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING –MARCH 31, 2004 – 9:30 A.M.
MOLLENHOFF CONFERENCE ROOM**

Chairperson Levi called the special meeting of the City of Waterloo Historic Preservation meeting to order at 9:35 a.m.

Those in attendance were Aronson, Etheredge, Pearson, and Levi. Also in attendance was staff members Noel Anderson, Chris Western, and Morgan Hoosman.

Agenda Items

REQUEST BY THE MAYOR FOR AN INTERIM POLICY FOR REVIEW OF HISTORIC PROPERTIES

Levi discussed the meeting held with the mayor about the current issue of the criteria for reviewing historical properties. Levi suggested a short-term policy until there is a new survey is completed, the commission would review properties within the Highland District and individually nominated properties. Aronson made the motion to approve the request of an interim policy, which includes reviewing properties within the District and individually nominated until a new survey could be conducted. Pearson noted that there are currently no “individually nominated” properties, but there are several “individually listed” properties on the National Registry. Pearson stated the need to include “individually eligible” on the basis of architectural significance properties in the review process. Etheredge amended the motion to table the request. The motion was seconded by Pearson. Passed and carried unanimously.

Discussion Items

New Survey

Pearson questioned who would pursue funding sources for a new survey. Pearson also stated that the 1995 survey was funded with \$25,000 of CDBG funds. Western noted that staff would assist with the process. Levi suggested that a professional grant writer be hired to acquire funding. Levi volunteered to find available architectural historians and/or historical surveyors to assist with the grant application process

CLG Grant Application

Hoosman noted that the CLG grant cycle has not begun for the upcoming year. The final application for the grant is not due until August 1, 2004, and the project starting date would not be until January 2005.

CDBG Fund Allocation

Pearson made the motion to relocate the CDBG funds as a matching grant program to a new historical property survey. The motion was seconded by Etheredge. Passed and carried unanimously.

Other Funding Sources

Pearson volunteered to approach the Highland Neighborhood Association to assist with funding for a new survey.

CLG Annual Report 2003

Hoosman stated that the annual report was due to the state on February. Levi suggested that all commissioners review the document, and then compile a report at the next regular meeting.

Other Items

Etheredge questioned the status of new commission members, since several people have applied. Staff will follow-up on that status of any applicants.

Pearson stated that the State Office holds master copies of the inventory forms. Any missing or lost forms can be faxed if needed. Pearson will forward the contact information on to staff and commissioners.

Pearson motioned to adjourn the meeting, seconded by Etheredge. Hearing no further discussion, Chairperson Levi adjourned the meeting at 10:35 A.M.

Respectfully submitted,

Morgan Hoosman
Associate Planner
Staff to the Commission