

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING –APRIL 20, 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 4:37 p.m.

Those in attendance were Aronson, Etheredge, Pearson, and Levi. Applicant Ronald E. Miller, Mason Fromm of Signs & Designs and B & P Construction on behalf of State Farm Insurance Agency, and were present at the meeting. Also in attendance was staff members Chris Western and Morgan Hoosman.

It was moved by Pearson to approve the minutes as submitted. Etheredge seconded the motion. The motion passed and carried unanimously.

Silos and Smokestacks Report

There was not a monthly report submitted by Silos and Smokestacks.

Main Street Report

Etheredge briefly spoke that Main Street had approved the guidelines for streetscape.

Agenda Items

Request by Ronald E. Miller for a Certificate of Appropriateness to remove wooden fencing and install plastic fencing, on the property located at 1135 Independence Avenue

Hoosman gave the staff report. The applicant, Miller, stated that the fencing would not be visible from the street. To start the discussion process, Etheredge made the motion to approve the request. Levi questioned the style and detail of the fence. The applicant stated that the fence would be flat with no detail of the top. Pearson noted that the fence would be distance from the street, and it would not be visible enough to distinguish the type of material. Western noted that the fence would be approximately 30 feet from the property line. 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 Pearson. Passed and carried unanimously.

Request by State Farm Insurance Agency for a Certificate of Appropriateness for an awning and signage on the property at 219 West 4th Street

Fromm of Signs and Designs spoke on behalf of the applicants. Fromm stated that the signage would be molded plastic letters, which are stub-mounted into the material, and the awning will have painted letters on the fabric of the awning. It was also noted that if the applicant moved the awning would be replaced. Etheredge moved to approve the request on the table. Pearson questioned the material behind the area proposed to place plastic letterage. The applicant stated the material was constructed of stucco, and it was not original to the building. The motion was seconded by Aronson. Passed and carried unanimously.

Request by State Farm Insurance Agency for a Certificate of Appropriateness for a door and window reconfiguration on the property at 219 West 4th Street

A representative for the applicant stated that they were required to meet handicap accessibility requirements. They also stated that one window would be removed, and two windows would be reconfigured in order to install a doorway, and it would be installed to create a similar appearance to the entrance to the south. Etheredge moved to approve the request. Etheredge noted that the request would be creating a similar appearance to the original entrance. Levi questioned the materials for the window framing. The applicant stated that the window framing was wood. The motion was seconded by Pearson. Passed and carried unanimously.

Discussion Items

CLG 2003 Report

The Commission will submit a draft of the report by the next regular meeting.

Interim Policy

The staff will begin to generate a list of properties for historic review based on the interim policy set at the last special meeting.

Waterloo Schools Surveys

Pearson was able to acquire a copy of the survey information on East High School from the State Office, but was unable to get a copy for Kingsley Elementary School. Western passed out a school-rating list from a letter to the Waterloo Community Schools. Staff and Commissioners will further investigate obtaining historical survey information on the schools.

Pearson motioned to adjourn the meeting, seconded by Etheredge. Hearing no further discussion, Chairperson Levi adjourned the meeting at 5:16 P.M.

Respectfully submitted,

Morgan Hoosman
Associate Planner
Staff to the Commission