

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING –OCTOBER 15, 2002 – 4:30 P.M.
FRANK MOLLENHOFF CONFERENCE ROOM – 2ND FLOOR CITY HALL**

The regular meeting of the City of Waterloo Historic Preservation meeting was called to order by Chairperson Levi at 4:30 p.m.

Those in attendance were Aronson, Craven, Durbahn, Etheredge, Pearson, Leonhart and Levi. Applicants Mr. & Mrs. Lynch and Mr. Glenz were present at the meeting. Also in attendance was staff members Noel Anderson, Melissa Edsill and Louis Starks.

It was moved by Pearson to approve the minutes as submitted. Etheredge seconded the motion. Levi added there were a couple minor grammatical errors. Motion passed unanimously.

Pearson asked that the Commission add the recent house fire at 107 Prospect Avenue. Etheredge motioned to approve the agenda with the amendment of one additional discussion item if time permitted, Pearson seconded the motion. Motion passed unanimously.

Edsill gave the report for Silos and Smokestacks. Candy Streed had contacted the office earlier in the week and asked Staff to pass on to the Commission that the deadline for Silos & Smokestacks grants will be November 1, 2002. Streed also asked to be given some time on next month's agenda to present to the Commission the results from the National Historic Preservation Conference she attended.

Etheredge gave the report from Main Street. Etheredge stated that Main Street was currently working to renew the SSMID (Self Supported Municipal Improvement District) levy. The Main Street Design Review also was asked to review two sign permits.

The first agenda item was a request for a Certificate of Appropriateness for 224 Highland Blvd for the replacement and repair of sections of the roof. Edsill gave the staff report, simply noting the request had not changed, just that the homeowners were planning to be present at the meeting to further elaborate on their repair plans. The Commission did state that an on-site visit might be necessary to fully understand this request. Staff was requested to follow up with the homeowner to determine their project timeline.

The second item on the agenda was the request by Earl & Patricia Lynch of 246 Alta Vista for the replacement of overhead garage doors on their detached garage and for the replacement of the deck on the rear of their home. Edsill gave the staff report pointing out to the Commission the pictures of the existing doors included in the packet. Pearson mentioned that the Commission would review the request for the garage doors at this meeting and invited the applicants to return for the replacement of the deck on the rear of their house. Motion by Pearson, seconded by Durbahn for approval. Etheredge questioned whether replacement would be two doors as existed. The applicants agreed they would be replacing two separate doors. Levi commented that the design and operation of the doors was unique. Pearson suggested replacing the existing doors with new functioning doors, however, retaining the existing doors, if feasible. The applicants stated the doors would not have any windows and would not have panels. Levi also

mentioned that if it were possible to not have wood grained, the Commission would favor the simplest, plainest replacement possible. The original motion was amended to include the approval of the installation of two new steel doors, flat surface with wood grain avoidance with the suggestion that the original tract at a minimum be undisturbed. The motion was made by Pearson and seconded by Etheredge. The motion passed and carried unanimously.

The third agenda item was the request for a Certificate of Appropriateness by Mike Glenz of 131 Prospect Avenue to replace the existing jalousie windows, located on the rear of the home with "Prairie A 9-Light" Andersen Windows which will be wood interior and white metal-clad. Edsill gave a brief staff report on the request. Etheredge made the motion to deny the request, based on the vinyl cladding. Durbahn seconded the request. The applicant did mention that the windows were not original to the house. Pearson shared a picture from the early 70s. The picture showed the pre-jalousie windows. It appeared as though the original window was a fixed multi-paned window. Pearson did mention the issue here was not the window replacement; it was the material to be used. The applicant inquired about grants available, noted that he did not have an unlimited source of funds to do this improvement to his home. The Commission discussed whether a site visit would be needed to help with this request. Levi, Durbahn, Pearson, Etheredge, and Leonhart agreed to meet the applicant on site Thursday at 4:45pm. Etheredge amended the original motion to table the request until the site visit on Thursday. Motion carried and passed unanimously.

The first discussion item was the formation of a subcommittee to address the ordinance amendment. Pearson, Etheredge, and Leonhart agreed to meet and discuss the amendments and report back to the Commission. Levi agreed to be an alternate, when needed. It was the goal of the subcommittee to have a draft of the amended ordinance to Iowa SHPO in 4 months.

Etheredge announced to the Commission that she would be leaving Structure Architects and starting at InVision Architecture in the near future.

Pearson brought the fire that recently occurred at 107 Prospect to the attention of the Commission. The property owner of the property currently lives in Des Moines. The

Commission requested that Staff send a letter to the homeowner with a copy of the design guidelines to aid in the repair of the home.

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

Respectfully submitted,

Melissa Edsill
Staff to the Commission