

## Historic Preservation Commission Meeting Minutes

**March 28th, 2013** in the Conference Room of the Waverly Public Library

Commissioners present: Jim Hundley, Karen Lehmann , Tom Hicks, Mary Meyer, and Don Meyer

Commissioner absent: Kate Payne, Erika Lindgren

Council present: Kathy Olson

City Liaison: Sarah Meyer-Reyerson

Visitor: none

Kathy Olson gave kudos to the Historic Preservation Commission for the presentation to the City Council on March 25<sup>th</sup>. A special thanks to Karen Lehmann and Marlys Svendsen, who made the presentation.

A motion to approve the February 2013 minutes was made by Hicks, it was seconded by Meyer, and the motion was carried.

1. Ordinance Updates. Karen Lehmann shared suggested changes the Historic Preservation Commission ordinance, found in Chapter 49 of the Waverly city code. In section 49.2, a change was approved to have terms expire in June, instead of May. In section 49.5 item number 1, the change to election of officers in July was approved. In section 49.6, omit suggested meeting location. Keep section 49.9 number 6. All other suggested changes will remain as drafted by Lehmann. The amended draft will be submitted to the City for consideration by the Council. Motion by Don Meyer, seconded by Hicks. Carried.
2. Timeline of yearly HPC activities. The Commission reviewed the timeline submitted by Mary Meyer. The timeline brought to the commission's attention that a newspaper article will be needed to highlight Historic Preservation Month in May, which will highlight the two homes which received Historic Preservation Awards from the commission last summer. Lehmann agreed to find last year's article and Don Meyer will submit it to the newspaper.
3. Progress Report on **Old Fourth Ward SE** NRHP District Survey –Reviewed presentation given by Marlys Svendsen on March 25<sup>th</sup>. Next step for Old Fourth Ward SE Historic District is nomination to the National Register of Historic Places. Second information meeting for residents to answer questions about what National Register listing could mean for owners at Waverly Public Library, on April 11, 7pm. Waverly HPC will review and comment on nomination. Considered by State Nominations Review Committee on June 14, 2013. Formal NRHP listing before the end of 2013.
4. Progress Report on the **NW** Survey – also included in Svendsen's presentation. 170 of 220 site inventory forms finished for Harmon & LeValley NW Historic District. All forms to be completed by early summer. Draft National Register nomination to be prepared and reviewed. Neighborhood information meeting for owners to be held in November 2013. Nomination scheduled for review at State level in February 2014. National Register nomination approved by summer 2014.
5. Progress Report on the **Downtown** Survey – no new information from Jan Olive Full.
6. Progress Report on the **SW Survey** Request-for-Proposals –request for proposals needs to go to the Iowa Economic Development Authority office for review.

7. April 11<sup>th</sup> Meeting for SE Historic District – Sarah will mail out letters to SE residents. Maryls will be here to present.

Reports:

Representing the HPC, Hundley and Lehmann attended a City planning session where the Mayor encouraged communication amongst the various commissions of the City, reviewed the open meeting laws and promoted cablecast meetings.

Projects suggested for the future: Creation of posters for all Waverly Historic Preservation Award recipients (retrospective) to be displayed at some future event, and a possible grant application for an historic district in NE Waverly. Meeting adjourned at 7 pm.

Respectfully submitted, Sarah Meyer-Reyerson