



**HISTORIC DISTRICT
REVIEW COMMISSION**

February 4, 2020

5:30 p.m.

**City Hall
City Council Chambers
101 E. Kansas**



**HISTORIC DISTRICT REVIEW COMMISSION
Regular Meeting Agenda**

**February 4, 2020
5:30 p.m.
City Council Chambers**

I. Call to Order

II. Roll Call

John Carr, Vern Drottz, Mike Gilmore, Matt Grundy, Dail Hobbs, Clay Lozier,
Kelley Wrenn Pozel, Brett Rinker, Doug Wilson

III. Approval of Meeting Summary:

January 21, 2020

**IV. Preservation Plan Consultant- Introductory Meeting & Discussion with
HDRC & Advisory Committee**

V. Other Business

Administrative Approvals since the January 21, 2020 meeting:

Miscellaneous matters from the Commission:

Miscellaneous matters from Staff:

VI. Adjournment

LIBERTY HISTORIC DISTRICT REVIEW COMMISSION
Meeting Summary
Council Chambers, City Hall
January 21, 2020
5:30 p.m.

John Carr, Mike Gilmore, Matt Grundy, Dail Hobbs, Clay Lozier, Vern Drottz, Doug Wilson and Brett Rinker were present.

Kelley Wrenn Pozel was absent.

Applicant representatives present: Mark VanArsdale
Jeanine Thill, Community Development Manager represented staff.

Chairman Grundy called the meeting to order at 5:30 p.m.

I. Approval of Meeting Summary: December 3, 2019
Approval of Meeting Summary: Motion by Commissioner Wilson to approve the December 3, 2019 meeting summary as corrected. The motion was seconded by Commissioner Rinker. The motion passed 8-0-0.

II. Approval of Design Sub Committee Meeting Summaries from December 10 and January 9th.

Vice Chairman Carr asked that Staff add to the Jan 9th meeting summary his comment "this is a very difficult project". Also the address 538 E. Mill should be added to the notes.

A motion was made by Commissioner Wilson to approve the Design Sub Committee meeting summary as corrected. The motion was seconded by Vice Chairman Carr. The motion passed 8-0-0.

III. HDRC Case #20-001L After the fact Certificate of Appropriateness for front porch alterations at 211 N. Water, Lightburne Historic District.

Commissioner Lozier asked why this was an after the fact application. Mr. Van Arsdale said they were a little confused as to the scope of the previous approval. He thought that restoring the siding and porch was acceptable.

Vice Chairman Carr asked if they were able to find any pictures of the historic porch. The applicant said they could not find anything prior to the 1980's. The original hand rail was gone and the only trace was that there was an outline of where the porch rail connected to the main wall. Vice Chairman Carr asked about the term "dentil moulding" used in the application, as there isn't any. The applicant said he would refer to them as brackets. Vice Chairman Carr commented it is a major improvement and he thanks them and it looks terrific. Commissioner Gilmore asked that next time they have a project that they get approval before doing the work. Commenting that the resources on the commission are valuable, the Commission can recommend appropriate materials and help with the process. Mr. Van Arsdale commented that there was a man who

came and introduced himself to his partner when he was working on the home who gave a lot of input regarding the porch. It was assumed that he was with HDRC. He was unclear that it was a different group or representative and they thought that they had the approval to proceed with the advice given. Commissioner Wilson asked about the removal of the cement board siding, if the original siding was intact. Mr. VanArsdale said they replaced only the boards that were problematic, using cedar lap siding. Commissioner Wilson asked if it had sheathing. Mr. VanArsdale said it had a black paper but no insulation. On the south gable (second story) the original wood shingles were exposed. This will be a four-plex with apartments. They will address the parking and driveway at a later date.

A motion was made by Commissioner Lozier to approve the after the fact application as presented because it meets the UDO and design guidelines. The motion was seconded by Vice Chairman Carr. The motion passed 8-0-0.

IV. Other Business

HDRC Case# 19-008PH 108 Dorsey. Staff explained that the Design Sub Committee met at 108 Dorsey to discuss the proposed alterations to the stairs and railing leading to the front porch on 12.10.19. Four members were present and were in favor of the proposed alterations however five members are required for a vote.

Chairman Grundy suggested that this be added as an amendment to the prior application that HDRC approved at this address.

A motion was made by Commissioner Wilson to approve the application as amended and submitted per the drawing that the subcommittee reviewed on Dec. 10th because it meets the UDO and design guidelines. The motion was seconded by Commissioner Hobbs. The motion passed 8-0-0.

Administrative Approvals since the December 3, 2019 meeting:

- 8 W. Kansas Sign
- 110 E. Kansas in-kind repairs to transom windows
- 108 Dorsey in-kind repairs and driveway
- 483 E. Kansas in-kind repairs to stucco
- 210 W. Franklin in-kind repairs to foundation
- 425 Miller in-kind repairs to foundation
- 211 N. Water walkway and landscaping
- 419 W Kansas retaining wall

Retaining walls should come before the Commission for consideration. In the future staff should list the businesses or homeowners of projects approved via administrative approval.

Other Business:

Miscellaneous matters from the Commission:

Vice Chairman Carr said Three neighbors asked about the furniture in the front yard at 152 S. Terrace. Staff will have Code Enforcement follow up.

Miscellaneous matters from Staff:

Preservation Plan, Heritage Strategies contract will go to City Council January 27th. Tentative introductory meeting will be Feb. 4th at 5:30.

Design Sub Committee Alternates – Staff reported that alternates for the Design Sub Committee are not allowed due to the fact that they would not have the authority to vote on project. They must be on the commission, appointed by the Mayor.

Commissioner Drottz asked if Facetiming would be acceptable for a vote at the Design Sub Committee. Staff will check into this.

Commissioner Lozier asked if we could have alternates for the commission, not the Design Sub Committee. Staff will check into this.

Staff said she had a citizen ask if churches are exempt from the Historic District Design Guidelines, specifically they were asking about the First Christian Church on East Kansas. The commission said they are not exempt.

Staff was asked to see if there is something we can do about the lack of maintenance on the Neal Ray building on the Square, it appears that it is being neglected.

The Commission asked for an update on the vacant homes on North Water. Staff said the owner has received letters regarding the two vacant homes.

The meeting adjourned at 6:20 p.m.