



**HISTORIC DISTRICT
REVIEW COMMISSION
Regular Meeting:**

**September 21, 2021
4:00 pm
Zoom Video Conference**



**HISTORIC DISTRICT REVIEW COMMISSION
Regular Meeting Agenda
Zoom Video Conference
September 21, 2021
4:00 p.m.**

Call to Order

I. Roll Call

John Carr, Vern Drottz, Aimee Gray, Mike Gilmore, Matt Grundy, Dail Hobbs, Martha Reppert, Brett Rinker, Doug Wilson

II. Approval of Meeting Summary: September 7, 2021 HDRC Meeting Summary

III. HDRC Case #21-017J Consideration of a Certificate of Appropriateness for exterior alterations at 320 N Jewell, Jewell Historic District

IV. HDRC Case #21-019D Consideration of a Certificate of Appropriateness for exterior alterations at 116 W Franklin, Dougherty Historic District

V. Other Business

Administrative Approvals since the September 7, 2021 meeting:

Miscellaneous matters from the Commission:

Miscellaneous matters from Staff:

VI. Adjournment

LIBERTY HISTORIC DISTRICT REVIEW COMMISSION
Meeting Summary
September 7, 2021
Zoom Video Conference
4:00 p.m.

Present: John Carr, Vern Drottz, Aimee Gray, Martha Reppert, Brett Rinker, Doug Wilson

Absent: Dail Hobbs, Matt Grundy, Mike Gilmore

Applicant Present: Don Altis

Staff Present: Jeanine Thill, Community Development Manager

Vice Chairman Carr called the meeting to order at 4:00 p.m.

HDRC Case 21-008LS Consideration of a Certificate of Appropriateness for façade renovations at 18 N. Main Street, a 353 project:

- Staff presented the project: a rebuilding of the existing façade which is not original.
- Aimee Gray will recuse herself from the vote because she is the architect for the project.
- Commissioner Wilson asked if we should try to know what the old storefront looked like. He is surprised that we don't have a picture of the old building.
- Ms. Gray said the old photos are available and that is what size of the proposed second-story windows was based on. The only brick that is there that was original are on the two columns on each side, everything else is glass or wood siding.
- Vice Chairman Carr asked for clarification on the windows, commenting that they look like two mull units with the casings between the windows. Ms. Gray said there is brick in between them. Vice Chairman Carr said that the video link that was provided in the staff report shows a traditional brick mould; he asked if that would that be similar application here as well. Ms. Gray said yes.
- Vice Chairman Carr said the proposed work looks great and he congratulated Mr. Altis for planning for these improvements. He added that Pella has tried to match the historical proportions of traditional windows as shown in the link and photos. The detail is exceptionally good, there is a putty line and check rails. He feels it is about the closest to a traditional window. Commissioner Rinker agreed.

A motion was made by Commissioner Wilson to approve the application as presented because it meets the UDO and Design Guidelines. The motion was seconded by Commissioner Reppert. Motion passed 5-1-0 with Ms. Gray abstaining from the vote. Staff will take this to City Council for consideration of the 353 Tax Abatement on September 27th.

The July 20, 2021 meeting summary was edited:

A motion was made by Commissioner Wilson to accept the Meeting Summary as amended. The motion was seconded by Commissioner Reppert. The motion passed 6-0-0.

Other Business

Administrative Approvals since the July 20, 2021 meeting:

- 15 N. Main – Sign for Ridder Farmers Insurance
- 417 E. Kansas – Like in-kind repairs to garage and deck
- 305 W. Kansas – Like in-kind repairs to porch, sidewalk, soffits, siding
- 9 S. Main – Sign for Authentic Style Hair Salon
- 411 W. Kansas – Fence

Miscellaneous matters from the Commission:

- Vice Chairman Carr said there are repairs to the front porch of the home at Liberty Drive and Harrison. Staff said she issued a COA for like in-kind repairs several months ago.
- Vice Chairman Carr reported that at 120 S. Terrace, the north French doors have been replaced. Staff will follow up. The doors were not original to the home, as Carr replaced them with doors from an Iowa farmhouse in the 1980's. They replaced them with nine lites over one panel.

Miscellaneous matters from Staff:

- None

The meeting adjourned at 4:21 p.m.

Historic District Review Commission

The City of



HDRC Case No. 21-017J

Staff: Jeanine Thill, Community Development Manager

HDRC Meeting Date: September 21, 2021

GENERAL INFORMATION

Application: Certificate of Appropriateness for exterior alterations to the front porch stairs
Applicant: Kristi Crawford
Location: 320 N. Jewell
District: Jewell Historic District
NRHP Status/category: Non-Contributing
File Date: September 10, 2021

SPECIFIC INFORMATION

SITE HISTORY

NO HISTORIC INVENTORY SHEET AVAILABLE- NON-CONTRIBUTING

PROPOSAL DESCRIPTION

Alterations to the front porch including:

- Removal of non-historic stairs and hand rail, rebuilding to emulate existing porch railing and spindles.
- Top of new handrail 7" wide X 6' long. Rail Cap 3.5" wide., spindles: 25" tall, ¾" deep with 3.5" between spindles
- Steps: 5 Step Stringer. Pressure treated wood Steps 80" wide, 5.5" rise and 11.5" run
- Craftsman style newel post 7.5" X 7.5". Cap 9.5"x 9.5"
- Pour a new concrete landing 40"X80"

ANALYSIS

Unified Development Ordinance ("UDO") - The Unified Development Ordinance outlines design principles that have been adopted for all historic districts and landmarks in the City of Liberty.

Design Guidelines ("DG") - Design Guidelines were established to give the HDRC general guidance in making subjective preservation choices in accordance with accepted best practices and the Secretary of the Interior standards for historic preservation.

DG: Sec. 30-72. District HP, design principles.

8. Porches: Porches, porticos, stoops, entryways, loading docks and exterior stairways shall be of a scale, design, material, and color that complement the existing façade and its individual elements.

Staff Analysis

The proposed alterations and materials are appropriate.

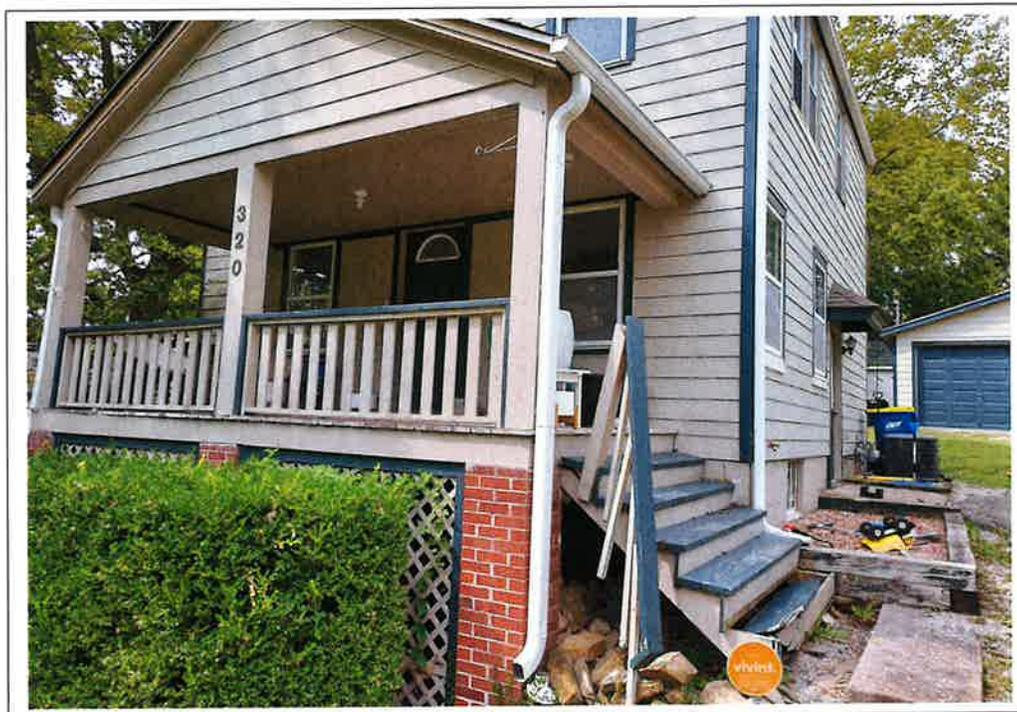
PREVIOUS CASES / ADDITIONAL INFORMATION

STAFF RECOMMENDATION

The application meets the standards for review and guidelines; therefore staff recommends approval of HDRC case #21-019J.

ATTACHMENTS

1. Exhibit A: Vicinity Map
2. Exhibit B: Photos of Existing Conditions
3. Exhibit C: Drawing of stairs and handrail





HDRC Case #21-017J
320 N Jewell



EXHIBIT A:
VICINITY MAP



Existing Conditions
320 N Jewell
Exhibit B

RAIL CAP
 3 1/2" W,
 6' LONG

← TOP OF HANDRAIL
 7" WIDE, 6' LONG

↑ SPINDLES
 HERE

NEW SPINDLES WILL EMULATE
 EXISTING SPINDLES ON PORCH

- 25" TALL, 3.5" WIDE, 0.75" DEEP
 WITH 3.5" BETWEEN SPINDLES

CAP - 9 1/2" x 9 1/2"

NEWEL POST 7' 1
 7 1/2" x 7 1/2"
 (LIKE EXISTING PORCH
 COLUMN)

40" x 80"
 POOR NEW
 (CONCRETE PAD +
 REBAR)

6 FT LONG

7 1/2"

5 STEP STRINGER

11 1/2"

5 1/2"

WILL USE
 PRESSURE TREATED
 WOOD
 STEP: 80" WIDE
 11.5" DEEP

EXISTING
 BRICK
 COLUMN

EXISTING PORCH,
 COLUMN →
 + HANDRAIL ↓

7 1/2"

Historic District Review Commission

The City of



HDRC Case No. 21-020D

Staff: Jeanine Thill, Community Development Manager

HDRC Meeting Date: September 21, 2021

GENERAL INFORMATION

Application: Certificate of Appropriateness for replacement of a basement window with an egress window

Applicant: Jennifer Turner/ Contractor: Lynneah Gregory with Ten Two Inc.

Location: 116 W. Franklin

District: Dougherty Historic District

NRHP Status/category: Contributing

File Date: September 10, 2021

SPECIFIC INFORMATION

SITE HISTORY

This classic example of a Craftsman bungalow has a full width front porch supported by tapered wood columns set on brick piers. The gabled ends of the roof and dormer feature wide over-hanging eaves and decorative knee braces. The windows are three over one. There is a two car detached garage in the rear yard.

PROPOSAL DESCRIPTION

Remove existing basement window and replace with a 4x4 egress window on East Elevation of home with a concrete window well.
No siding will be removed.

ANALYSIS

Unified Development Ordinance ("UDO") - The Unified Development Ordinance outlines design principles that have been adopted for all historic districts and landmarks in the City of Liberty.

Design Guidelines ("DG") - Design Guidelines were established to give the HDRC general guidance in making subjective preservation choices in accordance with accepted best practices and the Secretary of the Interior standards for historic preservation.

DG: Sec. 30-72. District HP, design principles.

Staff Analysis

7. *Doors and windows: Original doors and windows shall not be replaced unless there is substantial evidence that they are no longer serviceable or cannot be restored. Restoration of original entryways that may have been covered, altered, or removed over time is encouraged. Replacement doors and windows that imitate an earlier inappropriate style are discouraged. In general, existing openings shall not be covered or relocated. If additional entryways or service doors become necessary, they shall be located and designed in a sensitive manner. If it is necessary to expand original openings, it shall be accomplished in a manner that respects and complements the surrounding building elements, materials, and colors. On secondary elevations, the windows shall duplicate the original in size, material, general muntin and mullion detailing and glass quality.*

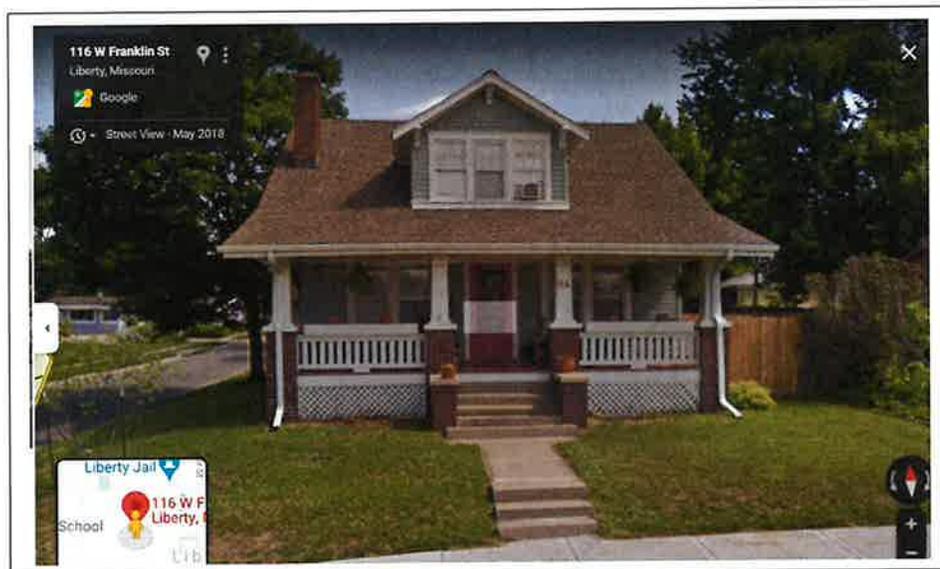
The proposed aluminum clad window for egress is appropriate.

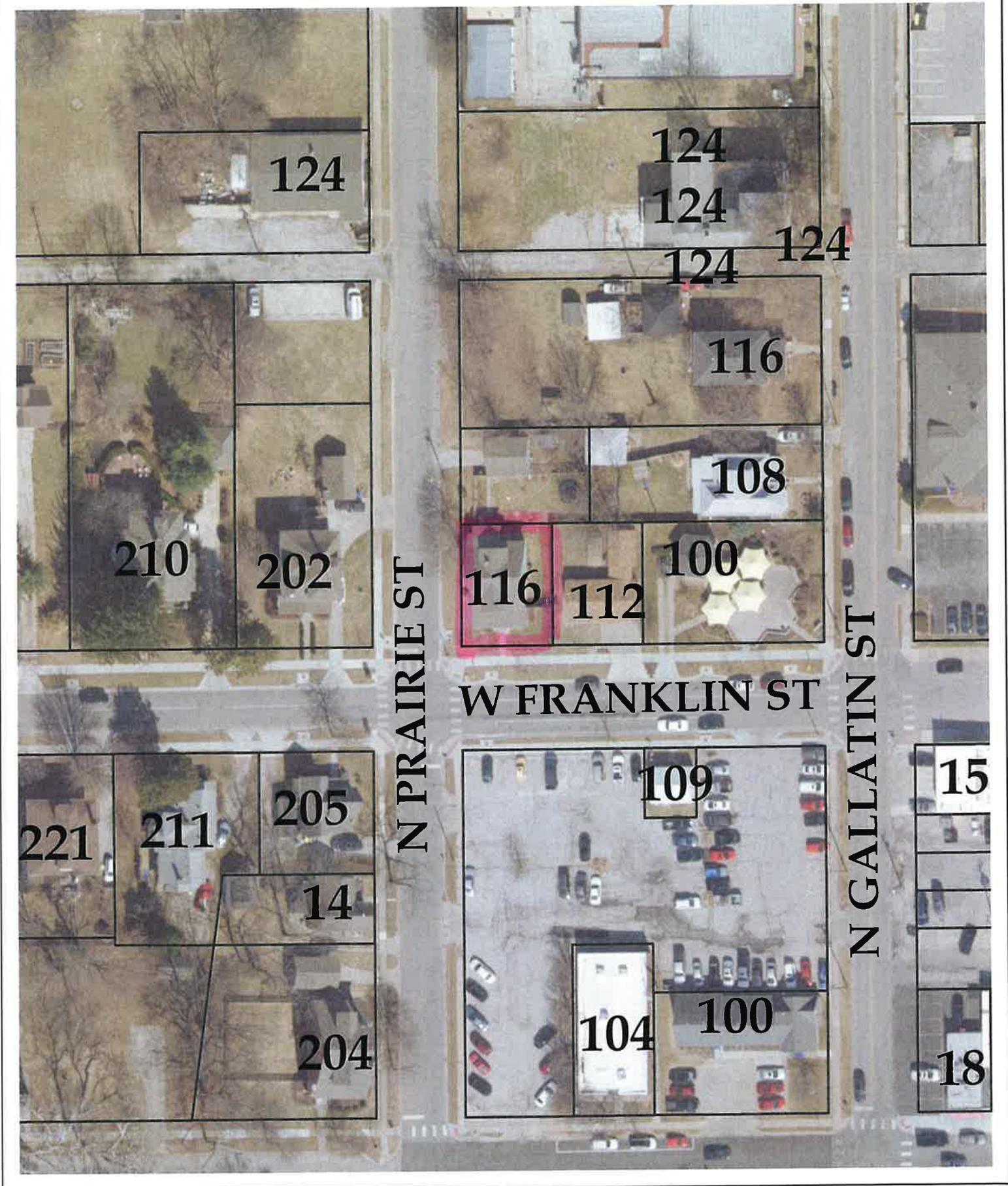
STAFF RECOMMENDATION

The application meets the standards for review and guidelines; therefore staff recommends approval of HDRC case #21-019D.

ATTACHMENTS

1. Exhibit A: Vicinity Map
2. Exhibit B: Inventory Data Sheet
3. Exhibit C: Photos of existing conditions
4. Exhibit D: Estimate with Scope of Work and Materials (4 pages)
5. Exhibit E: Drawings and Elevations





HDRC Case #21-020D
116 W. Franklin

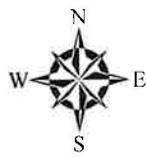


EXHIBIT A:
VICINITY MAP

MISSOURI OFFICE OF HISTORIC PRESERVATION

ARCHITECTURAL/HISTORIC INVENTORY SURVEY FORM

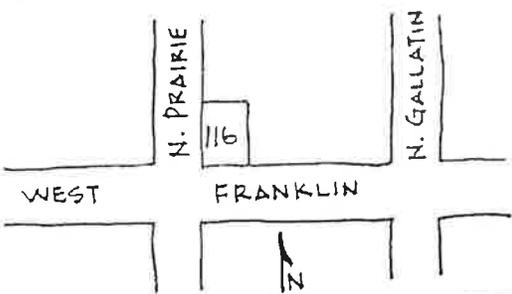
1. NO. C-30	4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) 116 W. Franklin	1. NO.
2. CITY Clay	5. OTHER NAME(S)	2. COUNTY
3. LOCATION OF NEGATIVES Liberty Community Development	16. THEMATIC CATEGORY	4. PRESENT LOCAL NAME(S) OR DESIGNATION(S)
5. SPECIFIC LEGAL LOCATION TOWNSHIP 31N RANGE 31W SECTION 7 IF CITY OR TOWN, STREET ADDRESS	17. DATE(S) OR PERIOD 1924	5. OTHER NAME(S)
7. CITY OR TOWN IF RURAL, VICINITY Liberty	18. STYLE OR DESIGN Craftsman bungalow	6. TOWNSHIP
3. DESCRIPTION OF LOCATION 	19. ARCHITECT OR ENGINEER	7. RANGE
3. COORDINATES UTM LAT N121,500 LONG E522,150	20. CONTRACTOR OR BUILDER Joe Owens	8. SECTION
0. SITE () STRUCTURE () BUILDING (X) OBJECT ()	21. ORIGINAL USE, IF APPARENT residence	
1. ON NATIONAL REGISTER? YES () NO (X)	22. PRESENT USE residence	
3. PART OF ESTAB. HIST. DISTRICT? YES () NO (X)	23. OWNERSHIP PUBLIC () PRIVATE (X)	
5. NAME OF ESTABLISHED DISTRICT	24. OWNER'S NAME AND ADDRESS IF KNOWN Patrick & Ann Brannen	
12. FURTHER DESCRIPTION OF IMPORTANT FEATURES This Craftsman bungalow has an extended gable roof to cover the full-length front porch. The porch has tapered square wood columns set on brick piers. The wide, overhanging eaves of the main roof and the gable front dormer are unenclosed with the roof rafters exposed and decorative triangular knee brackets under the gables. The 3/1 windows are paired on the first floor, and are tripartate in the dormer.	25. OPEN TO PUBLIC? YES () NO (X)	9. OTHER NAME(S)
13. HISTORY AND SIGNIFICANCE A very nice example of a Craftsman bungalow, in nearly original condition. The house is situated on the northeast corner of the district in a prominent corner lot. As such, it is one of the first houses seen coming west from downtown, and is significant for its location and the character it adds to the district.	26. LOCAL CONTACT PERSON OR ORGANIZATION Community Development Director	10. TOWNSHIP
14. DESCRIPTION OF ENVIRONMENT AND OUTBUILDINGS The house is on a very small corner lot. A wood privacy fence encloses the rear yard. A rear garage was built in 1948.	27. OTHER SURVEYS IN WHICH INCLUDED	11. RANGE
15. SOURCES OF INFORMATION City building permits.	28. NO. OF STORIES 1	12. SECTION
RETURN THIS FORM WHEN COMPLETED TO: OFFICE OF HISTORIC PRESERVATION P.O. BOX 176 JEFFERSON CITY, MISSOURI 65102 PH. 314-751-4096	29. BASEMENT? YES (X) NO ()	
IF ADDITIONAL SPACE IS NEEDED, ATTACH SEPARATE SHEET(S) TO THIS FORM	30. FOUNDATION MATERIAL concrete	
	31. WALL CONSTRUCTION frame	
	32. ROOF TYPE AND MATERIAL gable; composition shingle	
	33. NO. OF BAYS FRONT 3 SIDE 3	
	34. WALL TREATMENT clapboard	
	35. PLAN SHAPE square	
	36. CHANGES IN NO. 42) ADDITION () ALTERED () MOVED ()	
	37. CONDITION INTERIOR EXTERIOR interior excellent	
	38. PRESERVATION UNDERWAY? YES (X) NO ()	
	39. ENDANGERED? BY WHAT? YES (X) NO () encroaching business district	
	40. VISIBLE FROM PUBLIC ROAD? YES (X) NO ()	
	41. DISTANCE FROM AND FRONTAGE ON ROAD 52'	
	PHOTO MUST BE PROVIDED	

EXHIBIT B

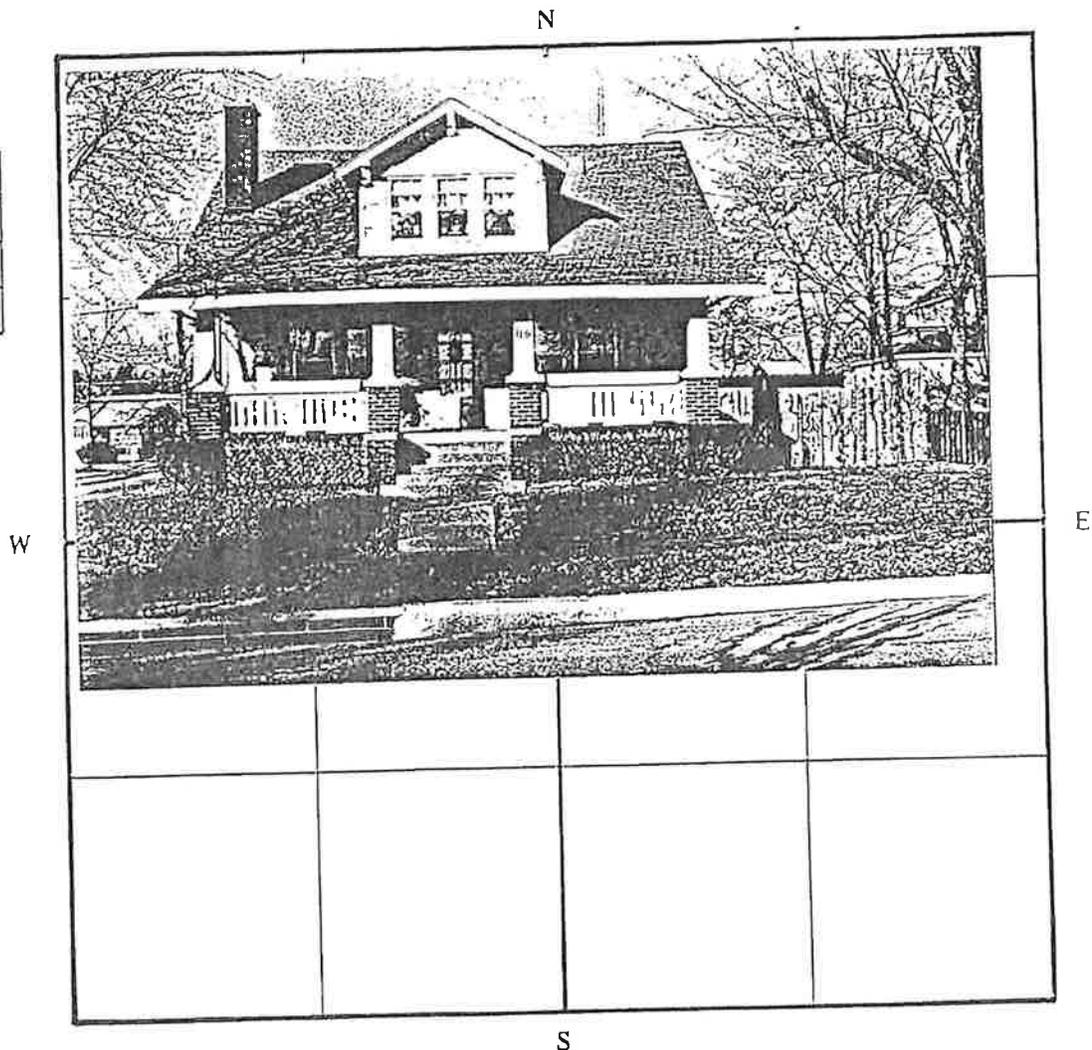
Sketch map of location

Site No. _____

Section 7 Township 51N Range 31W

Indicate the chief topographical features, such as streams and elevations. Also indicate houses and roads. Indicate the site location by enclosing the site area with dotted line. Note scale of map and portion of section included in sketch map. Include drawings, photographs, etc. on additional pages.

Indicate part of section included in sketch map.



Notes:

THIS IS PROBABLY THE ONE MOST IMPORTANT PART OF THIS DATA FORM!

Please Attach a copy of a topographic map with the site marked on it.



Exhibit C:
Existing Conditions
Basement Window
East Elevation



SOUTH ELEVATION



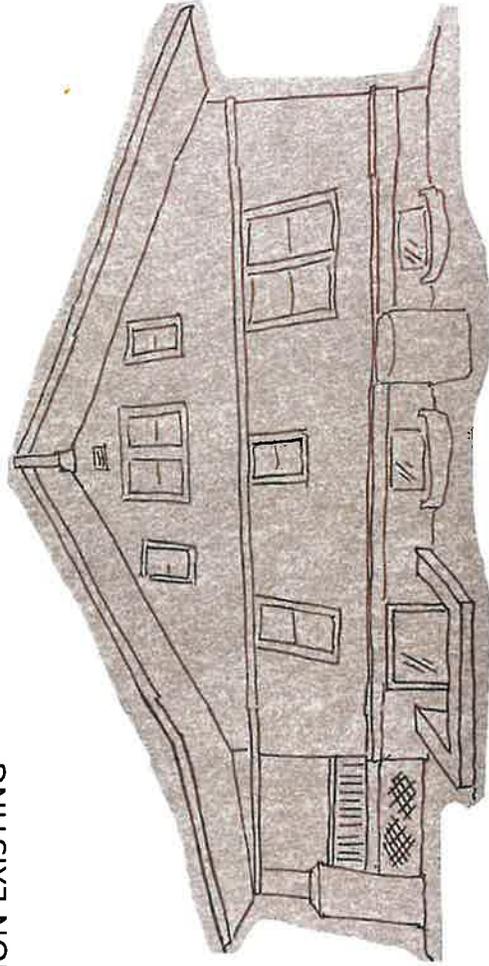
NORTH ELEVATION



WEST ELEVATION

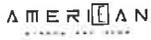


EAST ELEVATION EXISTING



EAST ELEVATION PROPOSED

ESTIMATE



Reconstruct
116 W Franklin Liberty, MO
(913) 708-4149

American Window and Door

1700 Iron Street
Kansas City, MO 64116

Phone: (816) 599-3661
Email: AWDKCinfo@gmail.com
Web: Awdkcmo.com

Estimate #
Date

PO 1411
09/08/2021

Description	Quantity
2021 Delivery Mobilization GC	1.0
We take steps to keep your house clean and orderly while under renovation and haul of all job related debris	
2021 Sierra Pacific Aluminum Clad	4.0
H3 Aluminum Clad Sliding Windows Single Slider Left/Fixed 30 x 19 Custom: Frame Width = 30, Frame Height = 19, Sash Split = 50/50, Screen Width = 13.5625, Screen Height = 16.875 Complete Unit, CoreGuard Plus Frame = White 001, AAMA 2604, Natural, Pine Interior, Frame Jamb Flush, Visible Interior Vinyl Profile:Beige Sash = White 001, Natural Low-E, Argon Gas, Black Warm Edge Spacer Half Screen Applied, Standard Screen, White 001, AAMA 2604, Fiberglass Mesh Applied Hdwe, Hdwe = White, 1-Lock, Stainless Steel Rollers Jamb = 4-9/16" Integral Rigid Vinyl Nailing Fin, No Drip Cap U-Factor = 0.31, SHGC = 0.3, CR = 56, VT = 0.54, AI = <0.30/<1.5, CPD = SIE-N-119-02122-00001, GapFill1 = ARG PG50, FBC = FL30901 Unit 1: Glass Width = 12.375, Glass Height = 14.125, Left Glass Sash Width = 14.375, Left Glass Sash Height = 16.125, Right Glass Sash Width = 14.125, Right Glass Sash Height = 16.96875	
Sierra Pacific is running approximately 13 weeks. Pre-finished interior per their selections. If we need to custom match pricing will be adjusted.	
2021 Sierra Pacific Aluminum Clad	1.0
H3 Aluminum Clad Sliding Windows Single Slider Left/Fixed 47.5 x 47.5 48 x 48, Frame Width = 47.5, Frame Height = 47.5, Sash Split = 50/50, Screen Width = 22.3125, Screen Height = 45.375 Complete Unit, CoreGuard Plus Frame = White 001, AAMA 2604, Natural, Pine Interior, Frame Jamb Flush, Visible Interior Vinyl Profile:Beige	

Sash = White 001, Natural
Low-E, Argon Gas, Black Warm Edge Spacer
Half Screen Applied, Standard Screen, White 001, AAMA 2604, Fiberglass Mesh
Applied Hdwe, Hdwe = White, 1-Lock, Stainless Steel Rollers
Jamb = 4-9/16"
Integral Rigid Vinyl Nailing Fin, No Drip Cap
U-Factor = 0.31, SHGC = 0.3, CR = 56, VT = 0.54, AI = <0.30/<1.5, CPD =
SIE-N-119-02122-00001, GapFill1 = ARG
PG50, FBC = FL30901
Unit 1: Glass Width = 21.125, Glass Height = 42.625, Left Glass Sash Width = 23.125, Left Glass
Sash Height = 44.625, Right Glass Sash Width = 22.875, Right Glass Sash Height = 45.46875

Sierra Pacific is running approximately 13 weeks. Pre-finished interior per their selections. If we need to custom match pricing will be adjusted.

Subtotal	\$5,896.00
Total	\$5,896.00

Please Support our community on Facebook! <https://www.facebook.com/AWDKC>

Want to proceed with American Window and Door?
<https://awdkcmo.com/faq-videos-next-step/>

Interested in getting Financing Options?
<https://app.gethearth.com/partners/american-window-door/joseph/apply>

SCOPE OF WORK: This Agreement represents the entire agreement (including ESTIMATE or INVOICE documents) between Contractor and the Customer and supersedes any prior written or oral representations. The contractor will furnish all the labor, materials, and equipment AS OUTLINED in this document, ESTIMATE or INVOICE documents. Any work not specifically described in this document is SPECIFICALLY EXCLUDED and will constitute a change order if added to the scope of work.

Our Payment Terms are 50% deposit, 50% due upon completion.

In the Event that non structural wood rot is discovered during the installation process, we agree and outline a predetermined price structure here:

Sill Nose Repair at \$75 per unit location
Full Sill Repair \$125 per unit location
Brickmold Repair \$75 minimum per unit location
All new brickmold Repair \$155 per unit location
All new LP trim wrap \$150 per unit location
Aluminum Trim Wrap \$125 per unit location, which includes the sill and the trim.

We will notify you of our discovery and proceed with either your decision, or our discretion to secure the penetration properly, to ensure a long term seal that meets our warranty recommendations. This Change Order will be applied to your final balance.

In the event we missed it during the estimation process, we are also obligated to upgrade glass to tempered / safety glass following IRC Building Code. This is \$60 per window location, and you will be notified at Window Measurement if any previously unknown locations are needed. This Change Order will be applied to your final balance.

Reuse of existing interior and exterior trim is subject to the risk of damage. We can replace trim at additional cost but do not assume responsibility for damaged trim. We try our best to keep it intact, but it is designed to be installed, not uninstalled.

We do not do paint touch ups on interior or exterior unless contracted to do so. We advise you to expect minor touch ups as needed.

We take down Mini Blinds / Shades but do not reinstall them. Blinds are subject to damage, although we try our best to remove only what is needed for installation and keep the components grouped together near the window. We can move this to a specified location if needed. Please make this request in writing for both parties

SITE CONDITIONS: The Customer acknowledges that this contract is based upon the contractor's observation of conditions. Conditions which could not be known by a reasonable inspection, such as termite damage, hidden water damage, hidden code violations, or other concealed conditions, may require extra labor or materials, which are not part of this contract. If such hidden conditions are discovered, the contractor will notify the Customer and will attempt to reach an agreement for a change order to this contract that addresses those problems.

SIGNAGE: We Reserve the right to place a Logo'd Sign in the project area and will do so unless specifically requested not in writing. The sign can be removed at the owner's discretion. We do not come back for signs placed.

CHANGE ORDERS: All Change Orders must have a written path of approval. Customer Understands with each change order there is an acceptance of a change in scope of work and potential completion time. Significant changes will require payment for the change order

amount at time of agreement, at the determination of American Window and Door. Otherwise change orders will be due on the final balance of the project.

WARRANTIES: The Contractor guarantees the work will meet trade standards of good workmanship. The Contractor will maintain all manufacturers' warranties. The customer is limited to the manufacturers' warranties for defects in the manufacture of materials. Windows and Doors with an "Ardent" or "American" Installation method have a 15 year Installation Warranty. Otherwise we have a 2 year Industry Standard Warranty.



Reconstruct