

**LIBERTY HISTORIC DISTRICT REVIEW COMMISSION**  
**Meeting Summary**  
**November 16, 2021**  
**City Hall, Council Chambers**  
**5:30 p.m.**

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

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

Absent: Matt Grundy, Mike Gilmore, Dail Hobbs, Brett Rinker

Applicants Present: Sam Lodhi, owner of 239 N. Lightburne; Ken Personett, owner of 462 E. Kansas

Guests Present: Mr. Kohen

Staff Present: Jeanine Thill, Community Development Manager

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

**HDRC Case #21-024J Certificate of Appropriateness for new windows, siding and doors at 239 N. Lightburne, Jewell Historic District.**

- Commissioner Drottz asked if the window's center rail would be centered or high, like in the other picture.
- Mr. Lodhi said the style will be as shown in the packet.
- Commissioner Gray said the previous front windows were full divided lite, but they were not original.
- Vice Chairman Carr said the structure was severely compromised before the local historic district was established.
- Commissioner Wilson said it seems we should have more details as to if the window will fit in the original openings and the trim details.
- Ms. Thill said she had a conversation with the applicant and he confirmed that the windows will fit in the original openings.
- Vice Chairman Carr said that we try to work within the parameters of what we have now.
- Vice Chairman Carr said the front door without the leaded glass would be most accurate.
- Commissioner Gray said to have a single panel would be appropriate, she will send Staff and the applicant images of other door styles that could be considered.
- Vice Chairman Carr said we can clarify that the windows must fit the existing opening.
- Commissioner Wilson asked if we have details on how he will install and trim them out.
- Vice Chairman Carr said what was there was double hung with brickmould. He said it seems to him that by articulating that they should fit the existing opening and must have brickmould or a flat casing.
- The applicant said the trim depends on the siding.
- Commissioner Drottz said the brickmould would be appropriate.

A motion was made by Commissioner Drottz to approve the application as presented because it meets the UDO and Design Guidelines with the following stipulations:

- The new windows must fit in the original openings and the windows be trimmed with standard 2 ¼” brickmould.
- The front door will be one lite over two panel.
- Commissioner Drottz said the four-panel door on the back of the home is a great door; however, if it is not salvageable then it would be appropriate to be replaced with a four panel door or a one lite over two panels to replace the back door.
- Commissioner Gray asked about the reveal of the siding.
- Vice Chairman Carr clarified the new siding is replacing a Masonite product and by removing the damaged siding it is exposing the original siding, that is why it is being replaced.

The motion was seconded by Commissioner Reppert. The motion passed 5-0-0.

**HDRC Case #21-020J Certificate of Appropriateness for exterior alterations at 462 E. Kansas, Jewell Historic District. A 353 Tax Abatement Project.**

- Mr. Personett said they had the property surveyed, which was very difficult. They are going to stay within the setbacks. The existing light pole will not be in the way. The termite damage is worse than what he has ever seen.
- Commissioner Wilson asked if the windows in the home are original. Mr. Personett said he thinks most of the windows are original, but there are a few replacement windows that appear to be vinyl. Those will be replaced with six over six aluminum clad.
- Vice Chairman Carr asked about the second-floor ceiling and porch decking. He also asked if the front door is original. Mr. Personett said he is still working on some of those details but that the soffit will be true tongue and groove bead board. He added that he thinks the front door is original.
- There are three chimneys that go through the roof and at least two more that don't. He may want to extend those the way they were originally; if he does then he will come back to the Commission.

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. The motion passed 4-1-0 with Commissioner Gray abstaining from the vote.

**Approval of Meeting Summary: November 2, 2021 HDRC Meeting Summary**

A motion was made by Commissioner Gray to approve the November 2, 2021 Meeting Summary as corrected. The motion was seconded by Commissioner Wilson. The motion passed 5-0-0.

**Other Business**

Preservation Plan Implementation – Priorities

- None

Administrative Approvals since the November 2, 2021 meeting:

- 305 W. Kansas – Removal of non-historic materials (porch railing) and like in-kind repairs to soffits; HDRC Case #21-022D

Miscellaneous matters from the Commission:

- None

Miscellaneous matters from Staff:

- Ms. Thill asked the Commissioners to review the Preservation Plan implementation chapter and to prioritize the action items. We will discuss this at future meetings as the agenda allows.
- Ms. Thill reminded the Commission to send in their resumes for Annual CLG Report.

The meeting adjourned at 6:22 p.m.