



**HISTORIC DISTRICT  
REVIEW COMMISSION  
Regular Meeting**

**April 5, 2022**

**5:30 pm**

**City Council Chambers**



**HISTORIC DISTRICT REVIEW COMMISSION**  
**Meeting Agenda**  
**April 5, 2022**  
**5:30 p.m.**  
**City Council Chambers**

Call to Order

Roll Call

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

- I. Approval of Meeting Summary: March 15, 2022 HDRC Meeting Summary
- II. Current Business

HDRC Case #22-001PH Consideration of a Certificate of Appropriateness for a deck at 129 S. Terrace Ave., Prospect Heights Historic District

III. Other Business

- a. Administrative Approvals since the March 1, 2022 meeting:
- b. Miscellaneous matters from the Commission:
- c. Miscellaneous matters from Staff:

IV. Adjournment

**LIBERTY HISTORIC DISTRICT REVIEW COMMISSION**  
**Meeting Summary**  
**March 15, 2022**  
**5:30 p.m.**  
**City Council Chambers**

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, Mike Gilmore, Aimee Gray, Matt Grundy, Doug Wilson

Absent: Dail Hobbs, Martha Reppert, Brett Rinker

Staff Present: Jeanine Thill, Community Development Manager

Chairman Grundy called the meeting to order at 5:31 p.m.

**Approval of Meeting Summary: March 1, 2022 HDRC Meeting Summary**

Commissioner Gilmore made a motion to approve the meeting minutes as corrected. The motion was seconded by Commissioner Gray. The motion passed 6-0-0.

**Current Business**

HDRC Case #22-002LA Consideration of a Certificate of Appropriateness for a rear yard privacy fence at 758 W. Liberty Drive, Liberty Landmark:

- The applicant said the privacy fence will help screen the view of the neighbor's house and the ability for them to see into their home. This will be beneficial when she is hosting events in the sunroom.
- Commissioner Wilson said it looks like the proposed fence is not up to the property line. Ms. Page said that is correct, she didn't need to put a fence that close to the property line or the other house. She added that she talked to her neighbor about the proposed fence and they have no plans to put in a fence.
- Ms. Page clarified that the orange line on the site map represents an area where she would like to have lattice sections, they wouldn't be fencing but some screening but that is not part of this application. Commissioner Wilson said there have been some debates about that. It would be more of a trellis and lattice piece that does not connect anywhere. Also, there is a pergola on the grounds that she may connect.
- The only amendment to the original application is that the applicant is requesting to move the privacy fence back five feet toward the back of the lot.
- Vice Chairman Carr said he is supportive of the application and added that it can't be seen from the street.

A motion was made by Vice Chairman Carr to approve the application with the addendum that the rear fence will be moved back five feet. The motion was seconded by Commissioner Gilmore. The motion passed 6-0-0.

HDRC Case #22-004D Consideration of a Certificate of Appropriateness for removal of an exterior door at 331 W. Kansas Street, Dougherty Historic District:

- Chairman Grundy asked for clarification on which door they would like to remove and if there was evidence that it wasn't always there. Mr. Wyllie said he is proposing to remove the east facing door on the north elevation and he doesn't believe that it was an original door.
- Vice Chairman Carr said that he spoke to the previous owner of the home who said it was converted to a duplex at some point in time.
- Vice Chairman Carr said HDRC has previously approved removal of doors in the past: 124 S Terrace, 456 E Mississippi, 456 E Kansas, and 460 E Mill Street, where two doors were removed from the wrap-around porch. These were all approved by HDRC.
- Commissioner Gilmore commented that there is not evidence that there were originally two front doors on this home.
- For the siding, Vice Chairman Carr suggested half inch by 6 beveled cedar siding to match the existing. Chairman Grundy clarified that the siding measurement is to match the existing.
- Chairman Grundy added that the two doors are not mentioned in the Historic Survey and if it was used as a duplex, then two doors make sense.
- Commissioner Wilson asked if the siding and floors matched or if there was evidence of whether the interior could have been enclosed at some point in time. The applicant said he didn't think so.

A motion was made by Commissioner Gray to approve the application as presented, because the door doesn't appear to be original to the home. The motion was seconded by Commissioner Gilmore. The motion passed 6-0-0.

**Other Business**

Administrative Approvals since the March 1, 2022 meeting:

- HDRC Case# 22-001LA: Picket Fence in rear yard at 758 W Liberty Drive, Liberty Landmark
- HDRC Case# 22-002J: Like in-kind repairs to the handrails at 421 N Lightburne Street, Jewell Historic District

Miscellaneous matters from the Commission:

- Commissioner Gray said a downtown building owner asked if a skylight door leading to a roof top with a railing around the roof top would be considered. The Commission commented that it would depend if it could be seen from the front of the building. Commissioner Gray commented that on this particular building, probably not. She added that it is for Vicky Burnett's building at Water and Franklin Street. Visibility from the street would be a consideration. Commissioner Gray added that the only thing taller would be the Clay County Courthouse. There is a sizable parapet on the building. Staff said it should come before the Commission for consideration as a formal application.
- Vice Chairman Carr said he has an opportunity to do a window workshop at a house on Jewell Street. He asked Commissioner Drottz if he would be interested in helping with the workshop. Commissioner Drottz asked how many hours it would take. Vice

Chairman Carr said generally, three hours. Commissioner Drottz said he would consider. Commissioner Gray said there is interest in this type of workshop. If he had other people there he could do a more in-depth demonstration. Commissioner Wilson said it would be good for people to learn that they can do the work on windows themselves.

- 226 N Jewell – Vice Chairman Carr said that Mr. Buhlig’s son said the siding would be in soon. He added it may be delayed because a sewer line collapsed at another one of his homes.
- Commissioner Gray asked if HDRC has ever considered regulating color. Commissioner Gilmore said regulating exterior color has not been allowed in the past. Commissioner Gray said that Jan Crouch is upset about the purple house on West Franklin Street. Commissioner Wilson commented that if he was drafting the ordinance there might be a way to address this. Commissioner Drottz said that the owner of a house on Ward Parkway painted their home a color scheme out of spite. All black houses are a trend right now.
- Staff will see if there will be a State Preservation Conference this year.

Miscellaneous matters from Staff: None

Preservation Month activities:

- At the May City Council meeting a proclamation for “Preservation Month” will be made along with presentations to the three individuals (Ken Personett, Sam Fiore, and Chris Harris) for their preservation work, an action item in the Preservation Plan.
- Also, Staff is working on something for each Saturday in May to include the window workshop, a walking tour on the first Saturday in May, and possibly open houses at two local Landmark properties.

The meeting adjourned at 6:17 p.m.

## Historic District Review Commission

The City of



**HDRC Case No. 20-001PH**

**Staff: Jeanine Thill, Community Development Manager**

**HDRC Meeting Date: April 5, 2022**

### **GENERAL INFORMATION**

Application: Deck on rear of home  
Applicant: Melissa Renfrow  
Location: 129 S. Terrace Ave.  
District: Prospect Heights Historic District  
NRHP Status/category: Contributing  
File Date: March 25, 2022

### **SPECIFIC INFORMATION**

#### **SITE HISTORY**

This craftsman bungalow has highly decorative, wide, overhanging eaves. The rafters are exposed and false decorative beams with cut-out ends are added. The front porch has a lower front gable roof with vertical batten strips as decoration in the gable end. The short, square wood porch columns have wood bases on brick piers. The brick piers have angled wood planters on each side. The brick porch foundation is extended to the right forming a patio along the front with brick corner piers. There are bays on either side with lower extended gable roofs. All eaves have triangular knee brackets. The windows vary in size and treatment, the front are grouped in three and have rectangular multi-paned transoms above.

#### **PROPOSAL DESCRIPTION**

Build a new 22'x19' wood deck on rear of home.  
Baluster spacing 3.5"-4"  
Railing height 42"  
Height of deck 37.5"  
Width of landing stairs 36"  
Width of deck stairs 48"  
Stair risers 7.25" – 7.75"  
Stair Treads 10.5" -11"

### **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.

<b>DG: Sec. 30-72. District HP, design principles.</b>	<b>Staff Analysis</b>
<p>8. <i>Porches: Porches, porticos, stoops, entryways, loading docks, decks, and exterior stairways shall be of a scale, design, material, and color that complement the existing façade and its individual elements.</i></p> <p><i>Decks: Decks are a late twentieth century invention and are a popular way to create an outdoor living space. They should be designed to complement the style of the house and the scale of the house and the back yard.</i></p>	<p>The deck is appropriate and in keeping with the materials and style of the home.</p>

### PREVIOUS CASES / ADDITIONAL INFORMATION

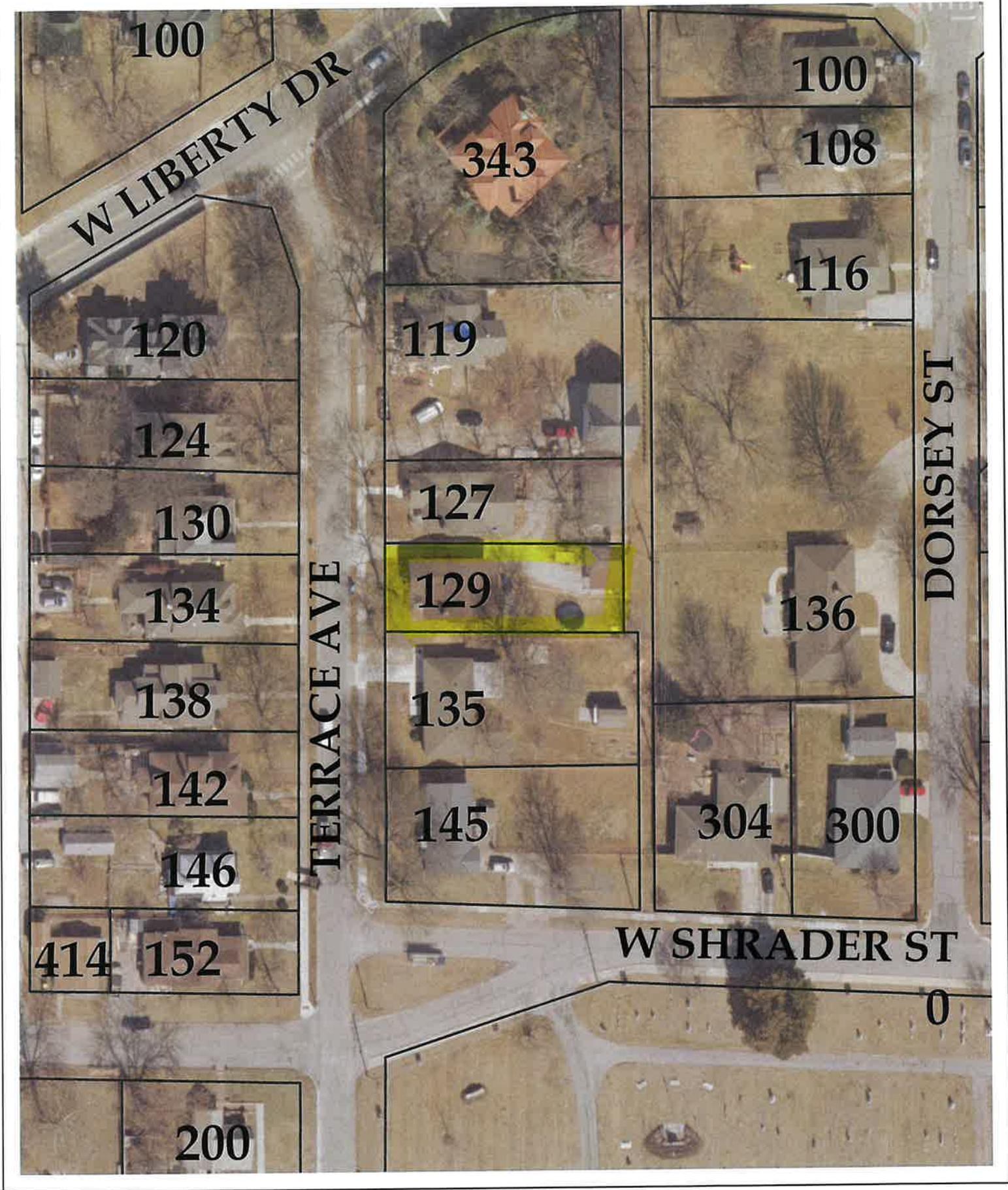
### STAFF RECOMMENDATION

The application meets the standards for review and Design Guidelines therefore staff recommends approval of the HDRC application #22-001PH.

### ATTACHMENTS

1. Exhibit A: Vicinity Map
2. Exhibit B: Inventory Data Sheet
3. Exhibit C: Existing Conditions
4. Exhibit D: Drawings of Proposed Deck and Materials





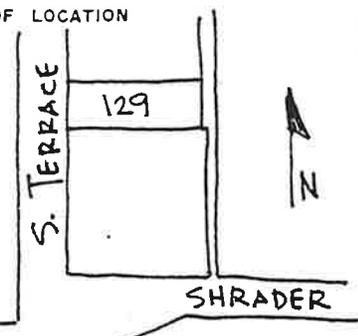
**HDRC Case #22-001PH**  
**129 S Terrace Ave.**



**EXHIBIT A:**  
**VICINITY MAP**

# MISSOURI OFFICE OF HISTORIC PRESERVATION

## ARCHITECTURAL/HISTORIC INVENTORY SURVEY FORM

1. NO. <u>1-19</u> COUNTY <u>Clay</u> LOCATION OF LIBERTY NEGATIVES <u>Community Development</u>	4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) <u>129 S. Terrace</u> 5. OTHER NAME(S)	1. NO.  2. COUNTY  4. PRESENT LOCAL NAME(S) OR DESIGNATION(S)  5. OTHER NAME(S)  6. TOWNSHIP  RANGE  SECTION
3. SPECIFIC LEGAL LOCATION TOWNSHIP <u>31N</u> RANGE <u>31W</u> SECTION <u>7</u> IF CITY OR TOWN, STREET ADDRESS  CITY OR TOWN IF RURAL, VICINITY <u>Liberty</u> 4. DESCRIPTION OF LOCATION  7. COORDINATES UTM LAT _____ LONG <u>E521,000</u>	16. THEMATIC CATEGORY  17. DATE(S) OR PERIOD <u>1914</u> 18. STYLE OR DESIGN <u>Craftsman bungalow</u> 19. ARCHITECT OR ENGINEER  20. CONTRACTOR OR BUILDER  21. ORIGINAL USE, IF APPARENT <u>residence</u> 22. PRESENT USE <u>residence</u> 23. OWNERSHIP PUBLIC ( ) PRIVATE (X) 24. OWNER'S NAME AND ADDRESS IF KNOWN <u>Larry &amp; Doris Matthews</u>	28. NO. OF STORIES <u>1</u> 29. BASEMENT? YES (X) NO ( ) 30. FOUNDATION MATERIAL <u>brick</u> 31. WALL CONSTRUCTION <u>frame</u> 32. ROOF TYPE AND MATERIAL <u>composition shingle</u> 33. NO. OF BAYS FRONT <u>2</u> SIDE <u>3</u> 34. WALL TREATMENT <u>clapboard</u> 35. PLAN SHAPE <u>rectangle</u> 36. CHANGES (EXPLAIN IN NO. 42) ADDITION ( ) ALTERED ( ) MOVED ( ) 37. CONDITION INTERIOR _____ EXTERIOR <u>good</u> 38. PRESERVATION UNDERWAY? YES ( ) NO (X) 39. ENDANGERED? BY WHAT? YES ( ) NO (X) 40. VISIBLE FROM PUBLIC ROAD? YES (X) NO ( ) 41. DISTANCE FROM AND FRONTAGE ON ROAD <u>50'</u>
8. ON NATIONAL REGISTER? YES ( ) NO (X) 9. F. OF ESTAB. HIST. DISTRICT? YES ( ) NO (X) 10. NAME OF ESTABLISHED DISTRICT	12. IS IT ELIGIBLE? YES ( ) NO (X) 14. DISTRICT POTENTIAL? YES (X) NO ( )	26. LOCAL CONTACT PERSON OR ORGANIZATION <u>Community Development Director</u> 27. OTHER SURVEYS IN WHICH INCLUDED
2. FURTHER DESCRIPTION OF IMPORTANT FEATURES This Craftsman bungalow has highly decorative, wide, overhanging eaves. The rafters are exposed, and false, decorative beams with cut-out ends are added. The front porch has a lower front gable roof with vertical batten strips as decoration in the gable end. The short, square wood porch columns have wood bases on brick piers. The brick piers have angled wood planters on each side. The brick porch foundation is extended to (cont.)		PHOTO MUST BE PROVIDED
3. HISTORY AND SIGNIFICANCE A very nice, highly detailed example of a Craftsman bungalow, the house adds to the historic character of the neighborhood by virtue of its size, scale, mass, detailing, and setting. It was built at the same time, and is identical to (except for alterations) 127 S. Terrace.		6. TOWNSHIP  RANGE  SECTION
4. DESCRIPTION OF ENVIRONMENT AND OUTBUILDINGS The left drive leads to a rear, hip roof garage with a car port attached to the side.		46. PREPARED BY <u>Deon Wolfenbarger</u> 47. ORGANIZATION <u>Community Development</u> 48. DATE <u>4/87</u> 49. REVISION DATE(S) <b>EXHIBIT B</b>
5. SOURCES OF INFORMATION <u>City water permits</u>		RETURN THIS FORM WHEN COMPLETED TO: OFFICE OF HISTORIC PRESERVATION P.O. BOX 176 JEFFERSON CITY, MISSOURI 65102 PH. 314-751-4096

ADDITIONAL SPACE IS NEEDED, ATTACH SEPARATE SHEET(S) TO THIS FORM

Sketch map of location

Site No. H-19

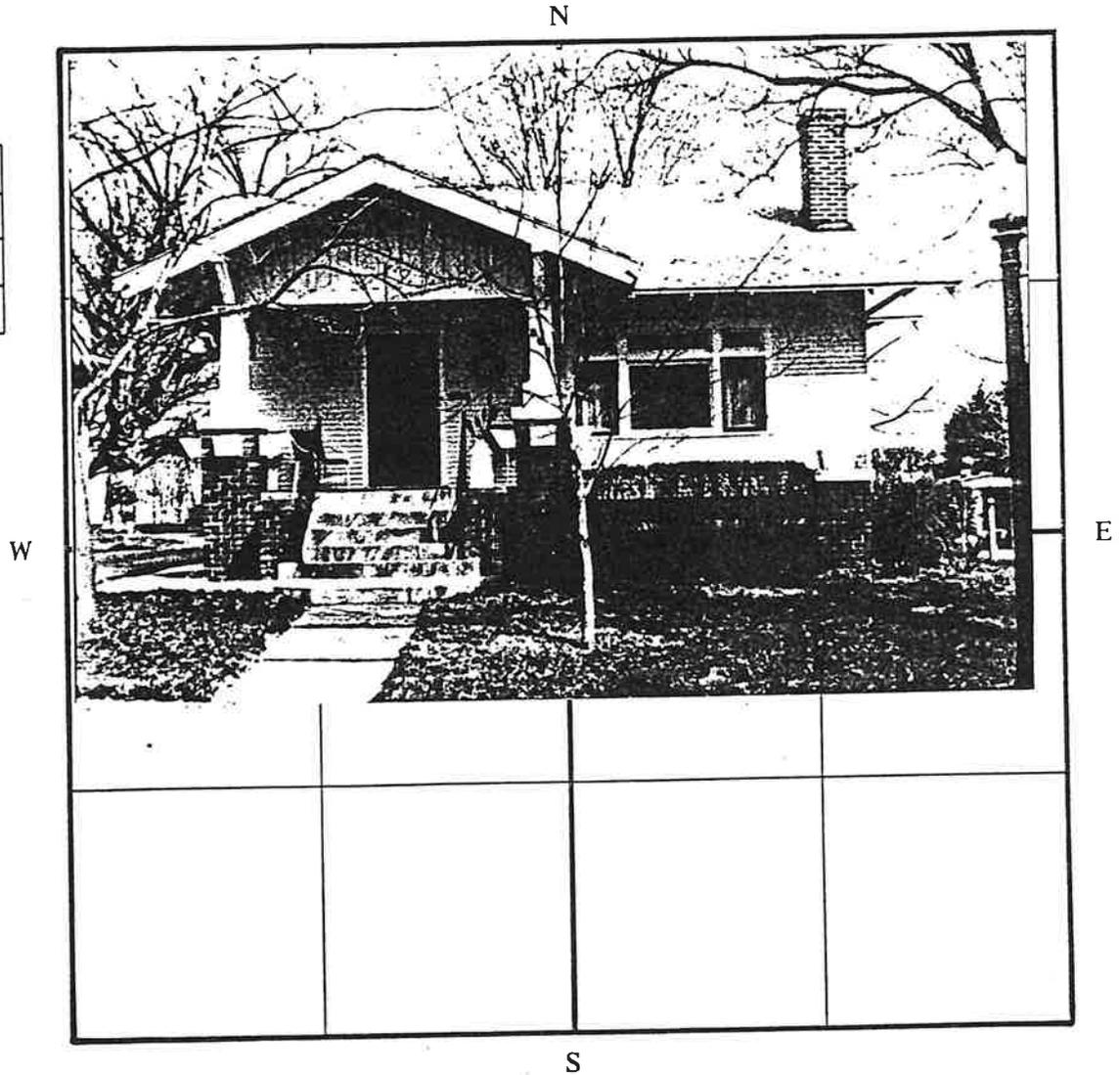
Section 7

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: 42. (cont.) the right forming a patio along the front with brick corner piers. There are bays on either side with lower extended gable roofs. All eaves have triangular knee brackets. The windows vary in size and treatment; the front are grouped in three, and have rectangular, multi-paned transoms above.

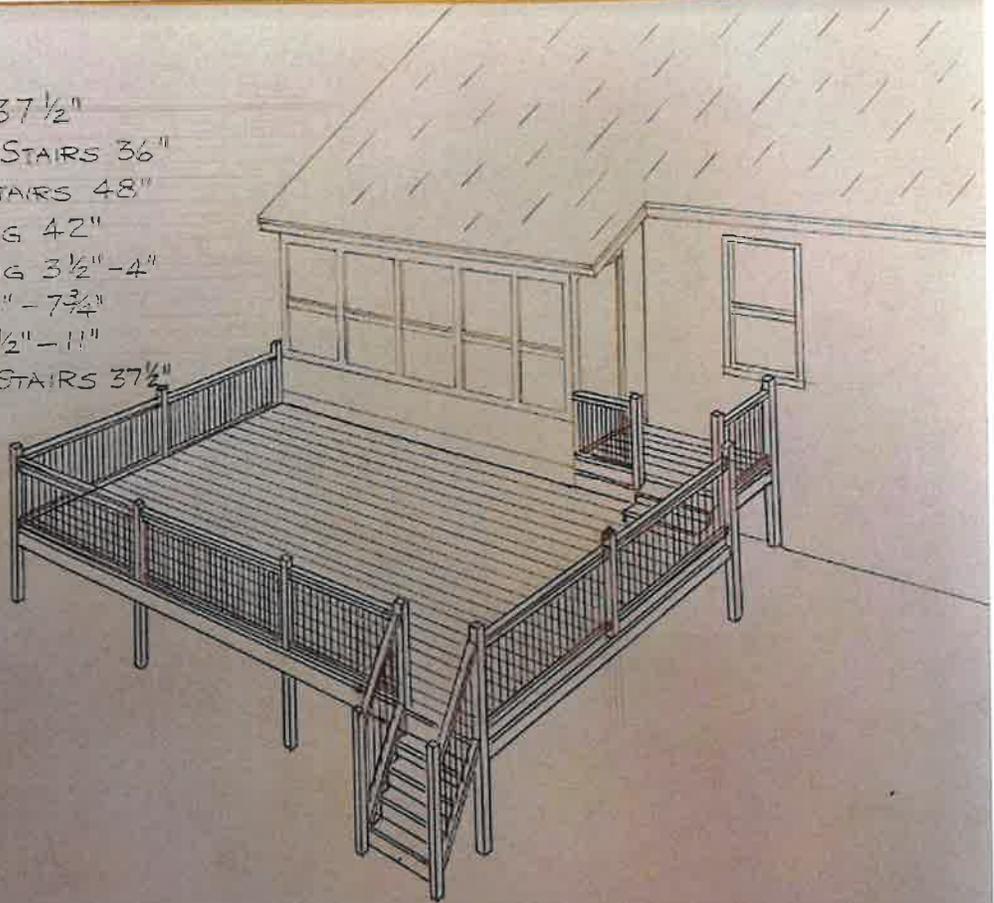
**THIS IS PROBABLY THE ONE MOST IMPORTANT PART OF THIS DATA FORM!**

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



Exhibit C: Existing Conditions.

HEIGHT OF DECK  $37\frac{1}{2}"$   
 WIDTH OF LANDING STAIRS  $36"$   
 WIDTH OF DECK STAIRS  $48"$   
 HEIGHT OF RAILING  $42"$   
 BALUSTER SPACING  $3\frac{1}{2}" - 4"$   
 STAIR RISERS  $7\frac{1}{4}" - 7\frac{3}{4}"$   
 STAIR TREADS  $10\frac{1}{2}" - 11"$   
 HEIGHT OF DECK STAIRS  $37\frac{1}{2}"$   
 DECK WILL HAVE  
 NO PITCH.



PERSPECTIVE OF DECK

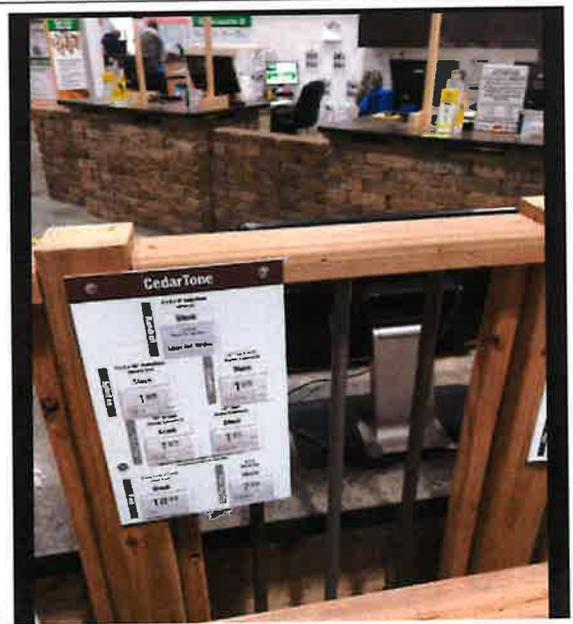
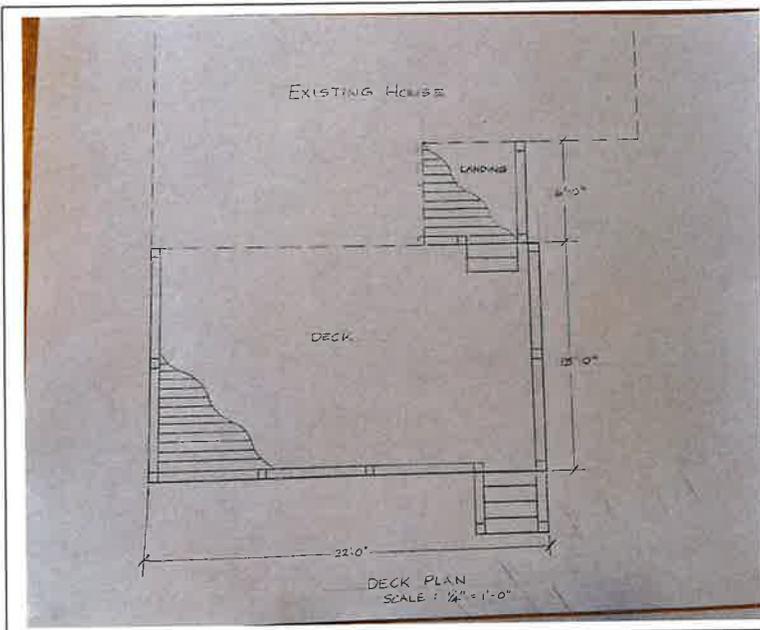


Exhibit D: Proposed Deck & Materials