



**HISTORIC DISTRICT
REVIEW COMMISSION
Regular Meeting**

**November 1, 2022
5:30 pm
City Council Chambers**



HISTORIC DISTRICT REVIEW COMMISSION
Meeting Agenda
November 1, 2022
5:30 p.m.
City Council Chambers

Call to Order

Roll Call

Linda Armstrong, John Carr, Vern Drottz, Aimee Gray, Matt Grundy, Dail Hobbs, Brett Rinker, Kathy Chelton, Doug Wilson

I. Approval of Meeting Summary: October 18, 2022 HDRC Meeting Summary

II. Current Business

HDRC Case # 22-017J Consideration of after the fact removal of one non-historic window and installation of two custom windows on the east elevation addition at 400 E. Kansas

III. Other Business

- a. Administrative Approvals since the October 18, 2022 meeting:
 - i. 339 W Franklin Roof
- b. Miscellaneous matters from the Commission:
- c. Miscellaneous matters from Staff:

IV. Adjournment

LIBERTY HISTORIC DISTRICT REVIEW COMMISSION

Meeting Summary

October 18, 2022

5:30 p.m.

Third Floor Conference Room

Roll Call: Linda Armstrong, John Carr, Kathy Chelton, Vern Drottz, Aimee Gray, Matt Grundy, Dail Hobbs, Brett Rinker, Doug Wilson

Present: Linda Armstrong, John Carr, Kathy Chelton, Vern Drottz, Matt Grundy, Dail Hobbs

Absent: Aimee Gray, Brett Rinker, Doug Wilson

Staff Present: Jeanine Thill, Community Development Manager

Applicant Present: Alex Gray, owner of 102 N. Morse

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

Approval of Meeting Summary: August 16, 2022 HDRC Meeting Summary

A motion was made by Commissioner Drottz to approve the August 16, 2022 meeting summary as presented. The motion was seconded by Vice Chairman Carr. The motion passed 6-0-0.

Current Business

HDRC Case #22-013D Consideration of a Certificate of Appropriateness for front porch alterations and replacement of siding, walkway, stairs and foundation of the garage at 102 N Morse Ave, Dougherty District, a 353 project:

- Commissioner Drottz asked for clarification on the balustrade drawing in Exhibit D
- The distance between the rails is shown at 5 inches, but 4 inches is the max. Commissioner Drottz said a 4-inch sphere cannot pass through, per code.
- The applicant said everything in here is based on the previous dimensions. They are willing to make any changes necessary.
- Vice Chairman Carr said on repair of the stairs, they are too tall for standard steps. The max is 7 ³/₄ max per code maximum rise. Mr. Gray said their plan is to reduce the steepness of the stairs. Commissioner Drottz said the best is 7-11 the applicant will ask the contractor to build accordingly.
- Vice Chairman Carr commented that the other part that needs to be clear is using the beadboard panels, they are 4x8. There will be a seam if the distance is more than 8 feet. The applicant said they are considering the beadboard.
- Vice Chairman Carr said the cost may be a bit more but well worth it. Azek is a PVC product that would be appropriate.
- Commissioner Drottz said they are doing composite on all of their restoration work in Brookside and it is an appropriate material. Vice Chair Carr said Azek offers the beadboard and is a leader in the industry.
- Chairman Grundy asked for clarification on the design of the stairs and if it will be like in-kind. Mr. Gray said it will be done with brick and will look just like it does currently, they are just fixing the rise and run. Mr. Gray added they will have a metal handrail to go into

the stairs. For the stairs he will send a blueprint. They plan to increase the run to 16 inches by adding 6 inches.

- Commissioner Drottz said that would be an improvement, as they are currently very steep. Steel or wrought iron would be appropriate. Austin Iron Works is a resource. Mr. Gray said that they haven't found anyone to fabricate it. Commissioner Drottz commented that if they go to Metal by the Foot they can make it and they will have a good selection in stock. Code would just require the handrail on one side. The hand rail detail will be submitted by the applicant at a later date.
- Staff will integrate the drawing as Exhibit H. Mr. Gray said if they uncover the original stone stairs they would like to take the stairs back to what was originally there.
- Vice Chairman Carr asked for clarification on the garage foundation work. Mr. Gray said that there is a large crack in the garage foundation that is at about an 80-degree angle. They plan to take the tree out and dig a trench. He is trusting a contractor on this repair. After that repair work is done, they should be able to hang the doors with the original hardware.

A motion was made by Commissioner Drottz to approve the application for HDRC Case 22-013D as it meets the UDO requirements with the addition of Exhibit H and addition of an option A and B on the exterior masonry stair repair. Option A: replacing the brick like in-kind, or Option B: restoring the original stairs if found during excavation. Also approving a metal handrail with the design details to be submitted for approval at a later date. The motion was seconded by Commissioner Chelton. The motion passed 6-0-0.

Other Business

Table the 13 Non-Contributing parcels conversation

- Staff will add this to a future agenda and will include a map.

Administrative Approvals since the last meeting:

100 S Terrace: Like in-kind repairs to rear yard deck
119 E Franklin: Like in-kind repairs to exterior
405 E Franklin: Fence
36 Moss Ave: Fence and in-ground pool
225 W Franklin: Generator in side yard
400 E Kansas: Like in-kind repair and replacement to exterior

Miscellaneous matters from the Commission:

- Vice Chairman Carr asked about Mark Buhlig's project at 226 North Jewell.
- Staff said the Code Enforcement officer took photos a few weeks ago and said there is some progress being made on the siding.
- Vice Chairman Carr asked if garage doors are required or not.
- Staff will check with the Chief Building Official, Jeremy Adams and Planning & Development Director, Katherine Sharp

Miscellaneous matters from Staff:

- Staff reminded the Commission that they need to have their training done by November 1st and submitted to staff for the Annual Report.
- Action items in the Preservation Plan are being accomplished. Staff handed out a brochure of “Living in Liberty’s Historic District.” Also, Commissioner Gray was given an outline of action items that should be brought up during the Comprehensive Planning meetings.

The meeting adjourned at 6:16 p.m.

Historic District Review Commission

The City of



HDRC Case No. 22-017J

Staff: Jeanine Thill, Community Development Manager

HDRC Meeting Date: November 1, 2022

GENERAL INFORMATION

Application: After the Fact Certificate of Appropriateness for removal of one non-historic window and two new custom windows on the east elevation.

Applicant: Sandy East/ Kalen Cauthon, Contractor

Location: 400 E. Kansas St.

District: Jewell Historic District

NRHP Status/category: Contributing

File Date: October 21, 2022

SPECIFIC INFORMATION

SITE HISTORY

Built in 1911, there are minimal decorative embellishments on this folk house including two single stack paneled brick chimneys; single story tripartite bay on principal south façade and a second bay on the west front. Characteristically the rear single story has been extended. The 1800’s historic fence in the front yard is historically significant as it was original to the first Clay County Courthouse. After the Courthouse burned the fence was then moved to this home.

PROPOSAL DESCRIPTION

After the fact non-historic window removal and replacement on east elevation. Two new custom windows (see exhibit D for details) have been installed on the east elevation addition. The window that was removed was a non-historic window on the east elevation.

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
2. Alterations: Alterations shall restore a structure’s	The alterations and new windows on

original elements, materials, and appearance, if economically or physically feasible. Alterations affecting the exterior of a structure shall preserve all significant original exterior elements, including building materials, doors, windows, and decorative elements. Elements that are not original, but which may have acquired significance by virtue of age or craftsmanship, shall also be preserved.

the east elevation addition are appropriate.

PREVIOUS CASES / ADDITIONAL INFORMATION

The application meets the standards for review or the Historic District Guidelines therefore staff recommends approval of HDRC case #22-017J

Like in-kind repair and replacement of the siding was administratively approved.

ATTACHMENTS

1. Exhibit A: Vicinity Map
2. Exhibit B: Inventory Data Sheet
3. Exhibit C: East elevation photos before removal of non-historic materials & after
4. Exhibit D: Drawing of custom windows



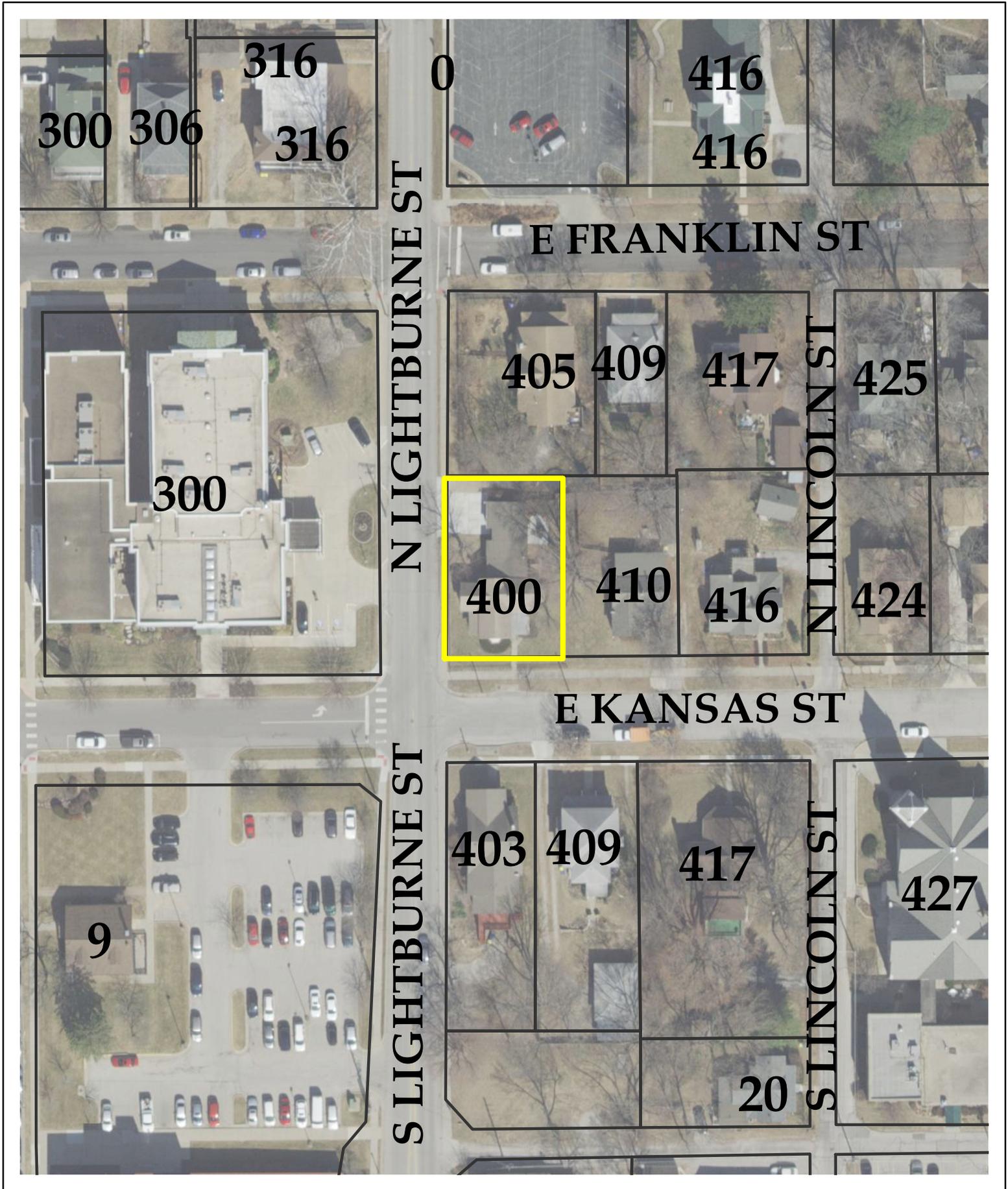


EXHIBIT A:
VICINITY MAP

HDRC Case #22-017J



MISSOURI OFFICE OF HISTORIC PRESERVATION

ARCHITECTURAL/HISTORIC INVENTORY SURVEY FORM

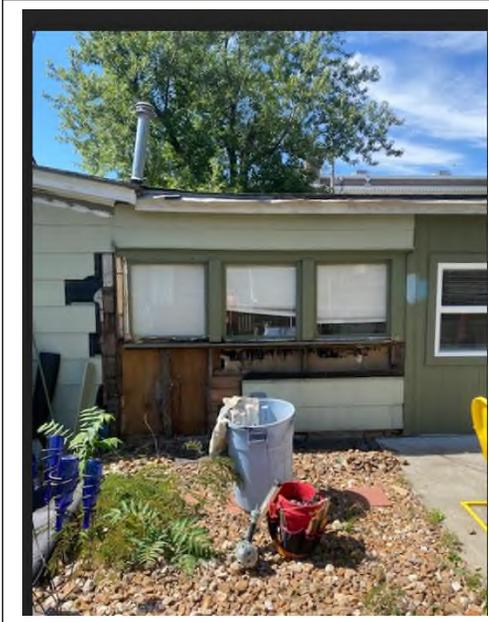
<p>1. NO. Roll F #3</p> <p>2. COUNTY Clay</p> <p>3. LOCATION OF NEGATIVES Liberty City Hall-Comm. Dev.</p>	<p>4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) 400 E. Kansas St.</p> <p>5. OTHER NAME(S)</p>	1. NO. Roll F #3				
<p>6. SPECIFIC LEGAL LOCATION TOWNSHIP _____ RANGE _____ SECTION _____ IF CITY OR TOWN, STREET ADDRESS</p> <p>7. CITY OR TOWN IF RURAL, VICINITY Liberty, Missouri</p>	<p>16. THEMATIC CATEGORY Architecture</p> <p>17. DATE(S) OR PERIOD c.1911</p> <p>18. STYLE OR DESIGN Folk: Gable-Front and-Wing</p> <p>19. ARCHITECT OR ENGINEER unknown</p> <p>20. CONTRACTOR OR BUILDER unknown</p> <p>21. ORIGINAL USE, IF APPARENT residence</p> <p>22. PRESENT USE residence</p> <p>23. OWNERSHIP PUBLIC () PRIVATE (X)</p> <p>24. OWNER'S NAME AND ADDRESS IF KNOWN Roger C. & A. Admire 400 E. Kansas St.</p> <p>25. OPEN TO PUBLIC? YES () NO (X)</p> <p>26. LOCAL CONTACT PERSON OR ORGANIZATION Liberty, Mo; Community Develop.</p> <p>27. OTHER SURVEYS IN WHICH INCLUDED</p>	2. COUNTY Clay				
<p>8. DESCRIPTION OF LOCATION</p> <table border="1" style="width: 100%; height: 100px;"> <tr> <td style="width: 25%; text-align: center;">400</td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table> <p style="text-align: center;">E. KANSAS ST.</p> <p>UTM Coordinates: A 379580 4344980 B 377440 4344700 C D</p> <p>10. SITE () BUILDING (X) STRUCTURE () OBJECT ()</p> <p>11. ON NATIONAL REGISTER? YES () NO (X)</p> <p>12. IS IT ELIGIBLE? YES () NO (X)</p> <p>13. PART OF ESTAB. HIST. DISTRICT? YES () NO (X)</p> <p>14. DISTRICT POTENTIAL? YES () NO ()</p> <p>15. NAME OF ESTABLISHED DISTRICT</p>	400				<p>28. NO. OF STORIES 1</p> <p>29. BASEMENT? full YES (X) NO ()</p> <p>30. FOUNDATION MATERIAL poured concrete</p> <p>31. WALL CONSTRUCTION frame</p> <p>32. ROOF TYPE AND MATERIAL gable/asphalt shingle</p> <p>33. NO. OF BAYS FRONT 3 SIDE 5</p> <p>34. WALL TREATMENT asbestos shingle</p> <p>35. PLAN SHAPE L</p> <p>36. CHANGES IN NO. 42) ADDITION () ALTERED () MOVED ()</p> <p>37. CONDITION INTERIOR unknown EXTERIOR good</p> <p>38. PRESERVATION UNDERWAY? YES () NO (X)</p> <p>39. ENDANGERED? BY WHAT? YES () NO (X)</p> <p>40. VISIBLE FROM PUBLIC ROAD? YES (X) NO ()</p> <p>41. DISTANCE FROM AND FRONTAGE ON ROAD 15'</p>	4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) 400 E. Kansas St.
400						
<p>42. FURTHER DESCRIPTION OF IMPORTANT FEATURES</p> <p>Minimal decorative embellishments on this folk house include two single stack paneled (modestly) brick chimneys; single story tri-partite bay on principal South facade and a second bay on the West front; and porch handrail made of cross timbers in an 'x' design. Characteristically the rear single story has been extended.</p>	<div style="border: 2px solid black; padding: 20px; width: 100%; height: 100%;"> <p style="text-align: center; font-weight: bold;">PHOTO MUST BE PROVIDED</p> </div>	5. OTHER NAME(S)				
<p>43. HISTORY AND SIGNIFICANCE</p> <p>See 230 N. Leonard .</p>		6. TOWNSHIP				
<p>44. DESCRIPTION OF ENVIRONMENT AND OUTBUILDINGS</p> <p>Located in a residential neighborhood consisting of late 19th and early 20th century housing stock.</p>		RANGE				
<p>45. SOURCES OF INFORMATION</p> <p>Water permit # 8-0690 Roger C. Admire 2-15-11</p>	<p>46. PREPARED BY C. Millstein/P. Glenn</p> <p>47. ORGANIZATION Liberty-Community Dev.</p> <p>48. DATE SPR. 86</p> <p>49. REVISION DATE(S)</p>	SECTION				

RETURN THIS FORM WHEN COMPLETED TO: OFFICE OF HISTORIC PRESERVATION
P.O. BOX 176
JEFFERSON CITY, MISSOURI 65102
PH. 314-751-4096

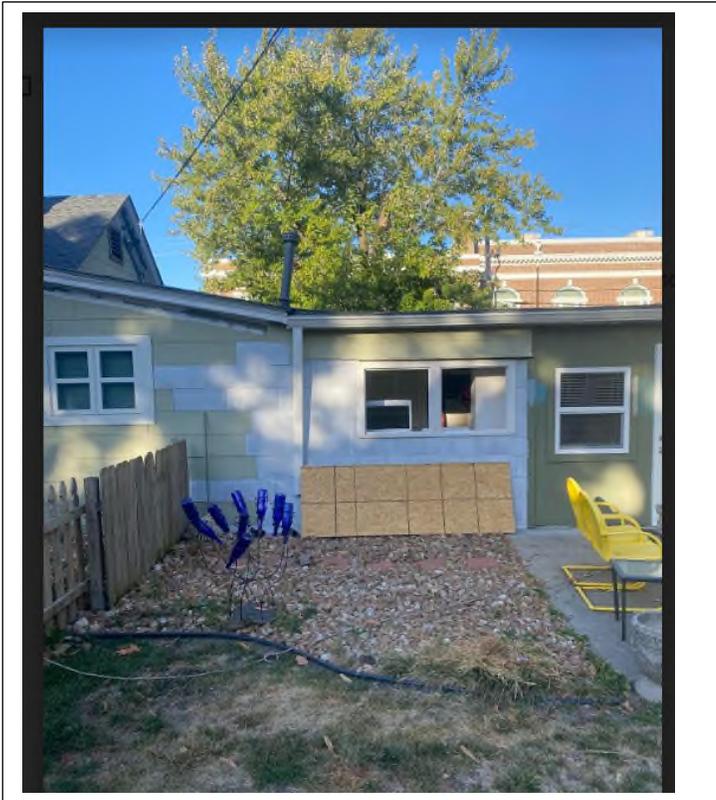
IF ADDITIONAL SPACE IS NEEDED, ATTACH SEPARATE SHEET(S) TO THIS FORM

← 2 LIGHT BUILDING





East Elevation before



East Elevation
Existing with new
windows

Exhibit C
West and East
Porches

22-017J

400 E Kansas

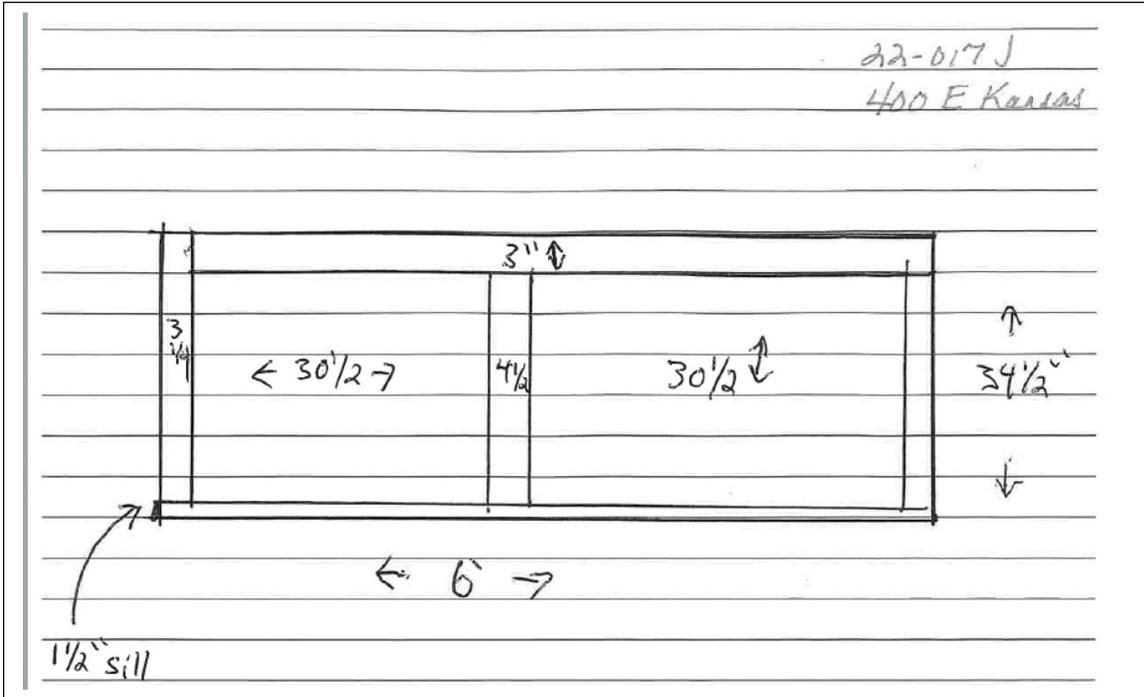


Exhibit D
Drawing of custom
windows on East
Elevation