

LIBERTY HISTORIC DISTRICT REVIEW COMMISSION
Meeting Summary
November 19, 2024
5:30 pm
City Council Chambers

Roll Call: Paemon Aramjoo, Linda Armstrong, John Carr, Kathy Chelton, Vern Drottz, Aimee Gray, Matt Grundy, Brett Rinker, Katie Schmidt

Present: Paemon Aramjoo, Kathy Chelton, Aimee Gray, Matt Grundy, Katie Schmidt

Absent: Linda Armstrong, John Carr, Vern Drottz, Brett Rinker

Applicant: Jackie Griffith

Staff Present: Katherine Sharp, Director Planning & Development; Jeanine Thill, Community Development Manager

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

Approval of Meeting Summary November 4, 2024: A motion to approve the meeting summary as corrected was made by Commissioner Aramjoo. The motion was seconded by Commissioner Gray. The motion passed 5-0-0.

Current Business

HDRC Case #24-028J Consideration of an After the Fact Certificate of Appropriateness for removal of seven wood windows replaced with seven vinyl windows at 417 E. Mississippi, Jewell Historic District.

- Ms. Thill read the staff report and recommended denial of the vinyl windows because it does not meet the design guidelines.
- Commissioner Aramjoo asked Ms. Griffith how long she had been in the historic district.
- She said that they bought the home 22 or 23 years ago, they decided to move back to this house after renting it for a while. She said that she didn't know there were design guidelines so she replaced the seven wood windows because they were hard to open.
- Commissioner Aramjoo asked how Ms. Griffith how the Commission and city staff can make sure to make people aware of the design standards, adding that the goal is to keep the homes beautiful and in keeping with their original historic integrity.
- Ms. Griffith said that the contractor said that his windows are higher quality and she wanted to be sure that they looked the same.
- Commissioner Aramjoo commented that staff and the commission are a resource and that there are tax abatements available to qualifying projects in the historic district.
- Commissioner Gray commented that in the staff report it shows that there was a Certificate of Appropriateness application that was submitted but then withdrawn in 2019, that shows the home owner knew that there is a historic district and that a COA is necessary when doing exterior work.

- Ms. Sharp said that she and Ms. Thill talked about ways staff works to educate the public, and that staff tries to send a letter and brochure to homeowners when they buy a home in the historic district, explaining that a COA is required when making changes to the property. She said staff will send out a letter to all home owners in the historic district after the first of the year as a reminder of this requirement.
- Chairman Grundy said the vinyl windows would not have been approved, because they are not allowed in the historic district. The replacement windows do not have the look, profiles or detail of the original windows that would have been approved. He asked staff what options were available for the Commission.
- Ms. Sharp said the Commission has the authority to deny the windows as they do not meet the requirements for the Historic District, which is a zoning overlay. However, Staff received a legal opinion from the City Attorney and if the windows are approved it would not set a legal precedent, as that occurs when a higher body makes a ruling.
- Chairman Grundy asked if we could allow the windows to stay but enforce compliance as a condition of being able to sell the house.
- Ms. Sharp replied that we don't have that authority.

A motion was made by Commissioner Aramjoo to deny the windows because they don't meet the standards and guidelines. The motion was second by Commissioner Gray. The motion passed 5-0-0.

Other Business

Administrative Approvals since the November 4, 2024 meeting:

- 320 W Kansas- Like in kind roof replacement
- 407 N Lightburne – Like in kind roof replacement

The meeting adjourned at 6:15 pm.