



**HISTORIC DISTRICT
REVIEW COMMISSION
Meeting**

Tuesday, January 7, 2025

5:30 pm

**City Council Chambers
2nd Floor of City Hall**



**HISTORIC DISTRICT REVIEW COMMISSION
Meeting Agenda
January 7, 2025
5:30 pm
at City Hall, Council Chambers**

Roll Call

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

- I. Call to Order
- II. Approval of Meeting Summary from the November 19, 2024 HDRC meeting
- III. Current Business
 - HDRC Case #25-001L Consideration of a Certificate of Appropriateness for alterations to the rear porch and building a 3' retaining wall in the rear yard at 337 N. Water Street, Lightburne Historic District.
 - Election of Chair and Vice Chair
- IV. Other Business
 - Miscellaneous matters from the Commission:
 - Miscellaneous matters from Staff:
- V. Adjournment

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.

Historic District Review Commission

The City of



HDRC Case No. 25-001L

Staff: Jeanine Thill, Community Development Manager

HDRC Meeting Date: January 7, 2025

GENERAL INFORMATION

Application: Certificate of Appropriateness for alterations to the back porch and a retaining wall

Applicant: Ken Personett

Location: 337 N. Water

District: Lightburne Historic District

NRHP Status/category: Contributing

File Date: December 20, 2024

SPECIFIC INFORMATION

SITE HISTORY

This house's debt to Queen Anne style is evident in the complex silhouette and steep valleys of the hip/gable roof. Note the wooden tracery in the apex of the gable ends filled with imbricated shingles; and the projecting bay window and bracketed briel surmounting it in the south east portion of the south façade. Narrow double hung sash windows are framed with decorated entablature surrounds. There is a single stack, straddle ridge chimney at center.

PROPOSAL DESCRIPTION & APPLICANT NARRATIVE

Adding the driveway resulted in a couple of other modifications. I need a short retaining wall, approximately 3' tall, on either side of the bump out in the rear of the house. The stone retaining wall will be built with VersaLock Bethany ledge stone. See Exhibit C.

I also would like to connect the back porch to the driveway with stairs. Due to the number of risers, railings on both sides of the stairs is required. A railing is not required on the porch.

The stairs are 5' wide and extends 7' from the porch to the driveway. The railing will be approximately 32" high with balusters spaced 4" O.C. The rails will attach to the porch post and house on the upper ends and to 4x4 posts on the lower, as shown in the picture. See Exhibit C.

The stairs and railing are wood. The photos of the stairs at 430 E Kansas is an example of what I plan to do, see Exhibit C.

Porch construction including detail work will all be painted wood.

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.

<p>DG: Sec. 30-72. District HP, design principles.</p> <p>8. 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.</p>	<p>Staff Analysis</p> <p>Alterations to the rear porch as proposed is appropriate.</p>
<p>DG: Sec. 30-72. District HP, design principles.</p> <p>11. Walls & Fences: Fences and decorative walls should be placed and scaled in a manner that does not cover, block or damage significant building facades or elements. Fences and walls should be of a style or period that corresponds with the style or period of the building or buildings they serve. Original fences, walls and sidewalks and those that have acquired significance by virtue, age or craftsmanship should not be removed or destroyed and should be maintained and preserved.</p>	<p>Staff Analysis</p> <p>A stone retaining wall is appropriate.</p>

PREVIOUS CASES / ADDITIONAL INFORMATION

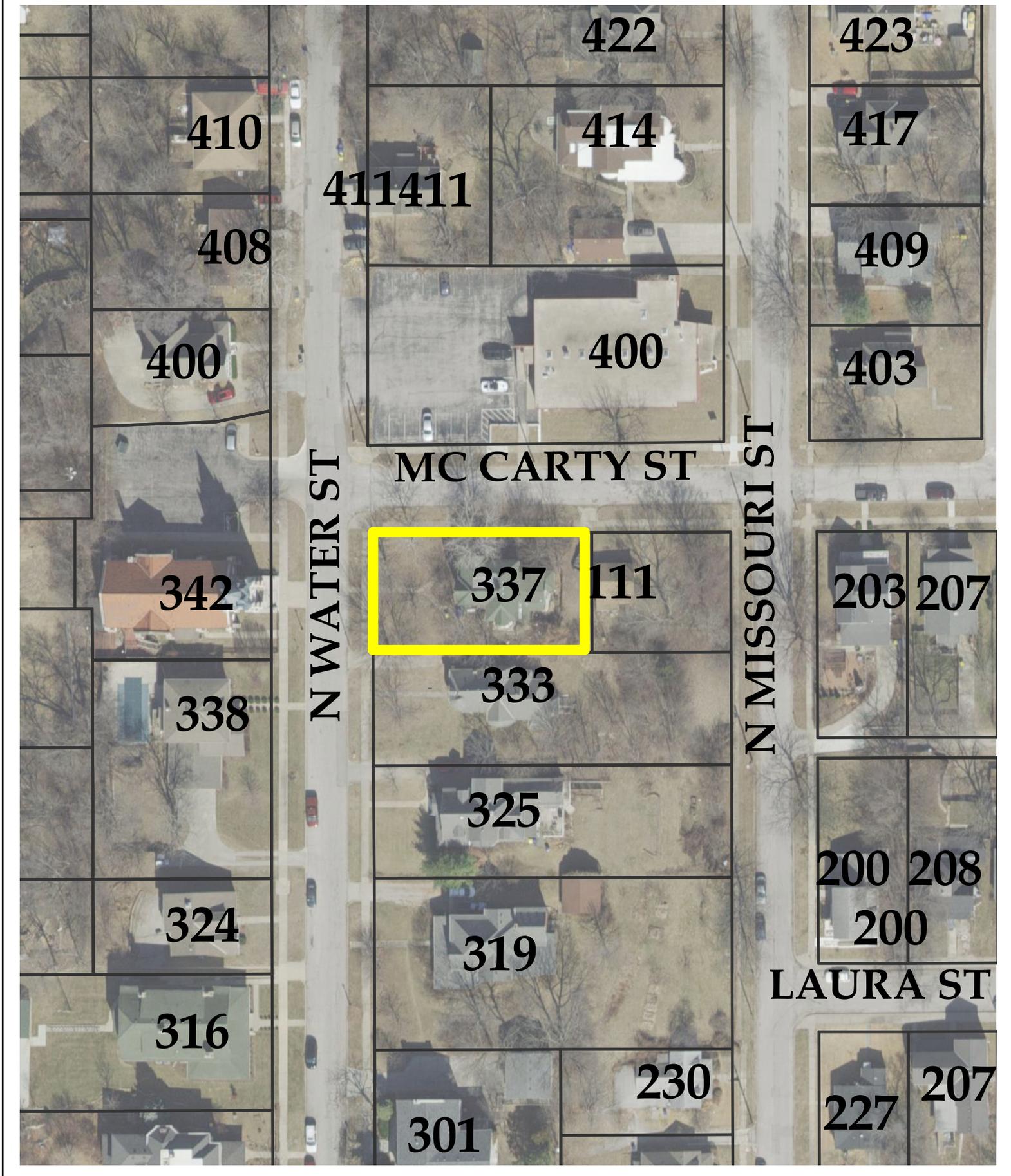
STAFF RECOMMENDATION

The application meets the standards for review or the Historic District Guidelines therefore staff recommends approval of HDRC case #25-001L

ATTACHMENTS

1. Exhibit A: Vicinity Map
2. Exhibit B: Inventory Data Sheet
3. Exhibit C: Photos of existing conditions, drawings & materials
4. Exhibit D: Site Plan





HDRC Case #25-001L
337 N Water



EXHIBIT A:
VICINITY MAP

MISSOURI OFFICE OF HISTORIC PRESERVATION

ARCHITECTURAL/HISTORIC INVENTORY SURVEY FORM

1. NO. Roll II #41 COUNTY Liberty	4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) 337 N. Water Street 5. OTHER NAME(S)
6. SPECIFIC LEGAL LOCATION TOWNSHIP _____ RANGE _____ SECTION _____ IF CITY OR TOWN, STREET ADDRESS	16. THEMATIC CATEGORY Architecture 17. DATE(S) OR PERIOD c. 1900 18. STYLE OR DESIGN vernacular 19. ARCHITECT OR ENGINEER unknown 20. CONTRACTOR OR BUILDER unknown 21. ORIGINAL USE, IF APPARENT residence 22. PRESENT USE residence 23. OWNERSHIP PUBLIC() PRIVATE(x) 24. OWNER'S NAME AND ADDRESS IF KNOWN John H. and Donna R. Watt 8700 Linda Lane
7. CITY OR TOWN IF RURAL, VICINITY Liberty, Missouri 8. DESCRIPTION OF LOCATION <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> <p style="text-align: center;">N. WATER ST. 337</p> <p style="text-align: center;">M^C CARNEY ST.</p> </div>	25. OPEN TO PUBLIC? YES() NO(x) 26. LOCAL CONTACT PERSON OR ORGANIZATION Liberty, MO; Community Develop. 27. OTHER SURVEYS IN WHICH INCLUDED
9. COORDINATES UTM LAT _____ LONG _____ 10. SITE () STRUCTURE() BUILDING (x) OBJECT () 11. ON NATIONAL REGISTER? YES() NO(x) 12. IS IT ELIGIBLE? YES() NO() 13. PART OF ESTAB. HIST. DISTRICT? YES() NO(x) 14. DISTRICT POTENTIAL? YES() NO() 15. NAME OF ESTABLISHED DISTRICT	28. NO. OF STORIES 2½ 29. BASEMENT? YES(x) full NO() 30. FOUNDATION MATERIAL cement 31. WALL CONSTRUCTION masonry 32. ROOF TYPE AND MATERIAL hip-asphalt shingle 33. NO. OF BAYS FRONT 2 SIDE 4 34. WALL TREATMENT wood clapboard 35. PLAN SHAPE irregular 36. CHANGES IN NO. 42) ADDITION() ALTERED() MOVED() 37. CONDITION INTERIOR unknown EXTERIOR fair 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 40' FROM N. Water St.

1. NO. Roll II #41
 2. COUNTY Liberty
 4. PRESENT LOCAL NAME(S) OR DESIGNATION(S) 337 N. Water Street
 5. OTHER NAME(S)
 6. TOWNSHIP _____ RANGE _____ SECTION _____
 8. OTHER NAME(S)
 9. TOWNSHIP _____ RANGE _____ SECTION _____

42. FURTHER DESCRIPTION OF IMPORTANT FEATURES This house's debt to the Queen Anne style is evident in the complex silhouette and steep valleys of the hip/gable roof. Note, too, the wooden tracery in the apex of the gable ends filled with imbricated shingles; and the projecting bay window and bracketed briel surmounting it in the southeast protion of the south facade. Narrow double hung mash windows are enframed with decorated (over)	<div style="border: 2px solid black; padding: 20px; width: 100%; height: 100%;"> <p style="font-size: 1.2em; margin: 0;">PHOTO MUST BE PROVIDED</p> </div>
43. HISTORY AND SIGNIFICANCE This house maintains the original flavor of its late nineteenth century Queen Anne detailing and stands as one of the few unaltered houses in the neighborhood from that period.	
44. DESCRIPTION OF ENVIRONMENT AND OUTBUILDINGS Situated in a corner lot, this house is skirted on the north, east and south by a broad lawn.	
46. SOURCES OF INFORMATION City of Liberty Water Permit #8-0200 October 8, 1910 R.W. Stogdale	46. PREPARED BY C. Millstein/P. Glenn 47. ORGANIZATION Liberty-Community Dev. 48. DATE Dec 85 49. REVISION DATE(S)

RETURN THIS FORM WHEN COMPLETED TO: OFFICE OF HISTORIC PRESERVATION
 P.O. BOX 176
 JEFFERSON CITY, MISSOURI 65102
 IF ADDITIONAL SPACE IS NEEDED, ATTACH SEPARATE SHEET(S) TO THIS FORM

Exhibit B:
 Historic Survey

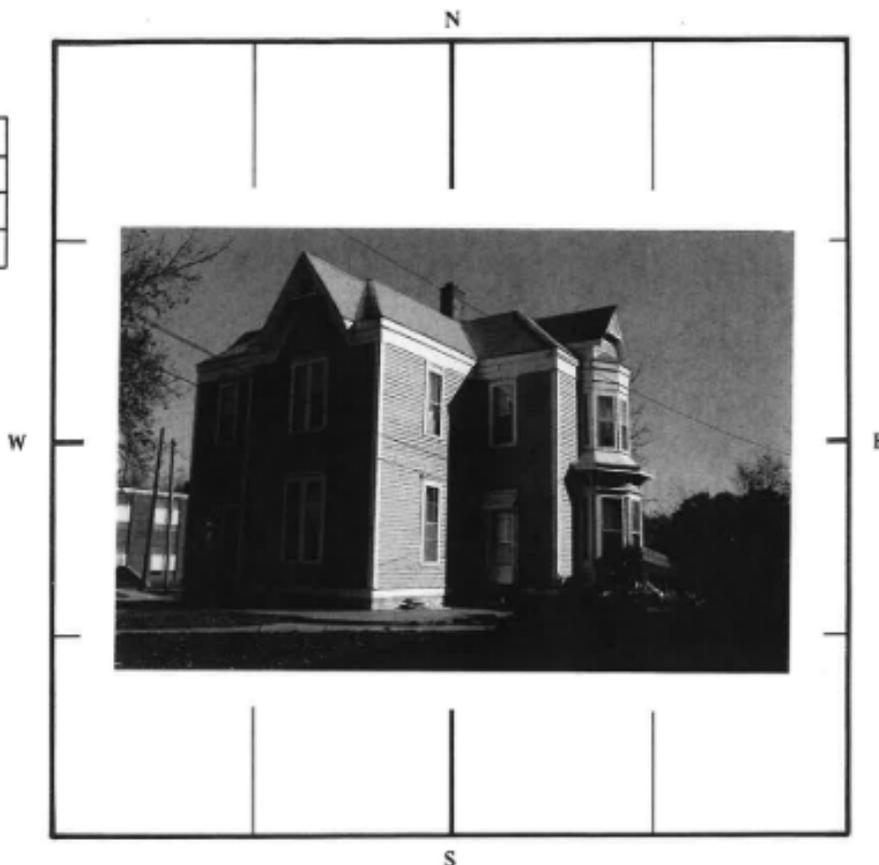
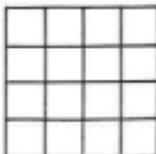
Sketch map of location

Site No. _____

Section _____ Township _____ Range _____

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.

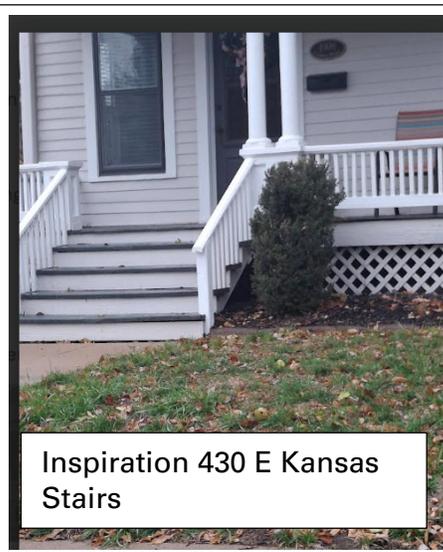
Indicate part of section included in sketch map.



Notes: #42 from other side. entablature surrounds. There is a single stack, straddle ridge chimney at center.

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.



Inspiration 430 E Kansas
Stairs



VersaLock for the Retaining
wall

8" REBAR

MCCARTY STREET (50' R/W)

FOUND 1/2" REBAR (HELD FOR R/W)



MISSOURI STREET (50' R/W)

ALLEN AND BURNS' ADDITION

BLOCK 3

S87°11'27"W 207.74'

Exhibit D: Site Plan