



**AGENDA
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
DECEMBER 6, 2017
12:00 PM**

- 1. Call to Order**
 - 1. Roll Call**
- 2. Approval of Minutes**
 - 1. Historic Preservation Commission - Regular Meeting - Aug 2, 2017 12:00 PM**
- 3. Certificate of Appropriateness**
 - 1. Certificate of Appropriateness Application- Crown Realty**
 - 2. Staff Report**
- 4. Discussion Items**
- 5. Adjourn**

Posted on City Hall Bulletin Board this 29th day of November, 2017.

Randall K. Jones, City Clerk



**MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
AUGUST 2, 2017
12:00 PM**

1. Call to Order

The meeting was called to order at 12:05 PM by Chair David Atkinson

Attendee Name	Organization	Title	Status	Arrived
David Atkinson	Harrisonville	Chair	Present	
Julie Cooper	Harrisonville		Present	
Claudia Kauzlarich	Harrisonville		Late	12:10 PM
Bill Woods	Harrisonville		Present	
April McLaughlin	Harrisonville	Vice-Chair	Present	
Ed Long	Harrisonville		Absent	
Nancy Linthicum	Harrisonville		Present	

Also in attendance David Dickerson, Alderman Liason; Jim Clarke, Community/Economic Development Director; Happy Welch, City Administrator; Dennis Minich, Harrisonville Star; Jamie Martin, Recording Secretary.

2. Public Participation

3. Approval of Minutes

1. Historic Preservation Commission - Regular Meeting - Jul 12, 2017 12:00 PM

With no additions or corrections, the July 12, 2017, minutes were approved as written.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bill Woods
SECONDER:	April McLaughlin, Vice-Chair
AYES:	Atkinson, Cooper, Kauzlarich, Woods, McLaughlin, Linthicum
ABSENT:	Ed Long

4. Certificate of Appropriateness

April McLaughlin - Windows

1. April McLaughlin - Windows

April McLaughlin stated she would like to replace her second floor windows. They would be identical to the windows that are already there. The trim will also match the existing color.

April McLaughlin abstained from voting.

RESULT:	APPROVED [5 TO 0]
MOVER:	David Atkinson, Chair
SECONDER:	Nancy Linthicum
AYES:	Atkinson, Cooper, Kauzlarich, Woods, Linthicum
ABSTAIN:	April McLaughlin
ABSENT:	Ed Long

5. Discussion Items

1. CLG Agreement

Chairman Atkinson brought in photos from an event on May 1, 1919, on the Harrisonville Square. The photos were of the US Army Battle Tank as it made its way through the square.

Jim Clarke introduced the Summer Intern Madeline Shcarig to the committee. Madeline explained the Certified Local Government Agreement that was signed in 1993. She stated that points 5, 6 and 7 were the most important. Point 5 states that if we have a nomination for a property, it has to be submitted to SHPO within 60 days. Point 6 states that an annual report of the commissions activities during the past year need to be submitted to SHPO within 60 days of Sept.30, which is the end of the fiscal year. Point 7 states that each commission member needs to attend at least one informational/educational meeting a year.

2. Guildelines for Participation

Madeline suggested that the commission read through the Guidelines for Participation in Missouri's CLG Program to get reaquainted with them.

3. HPC Future tasks and course

Madeline has been in close contact with Mary Sayers, the Historic Preservation Outreach & Education Coordinator, with the State Historic Preservation Office. They have discussed the tasks to keep the commission in compliance. She has stated that the commission needs to meet at least once a quarter even if there are no pending agenda items.

April McLaughlin asked if that was in a calendar year or if it is the fiscal that ends in September. Madeline has said she will ask that question to clarify for the commission.

4. Questions and Answers about CLG Grants

Chairman Atkinson asked if there are fees paid to be part of the CLG. Happy Welch responded that there are no fees, the CLG sets the guidelines to be followed. The CLG opens up opportunities for grants from SHPO.

April McLaughlin mentioned that she and Happy Welch attended a Main Street Connection conference that also opens up a lot of options for grants.

5. Conducting Effective commission Meetings and Making Design Review Judgements

Jim Clarke asked the commission to read through this information.

6. Resignation

Nancy Linthicum informed the commission that this was her last meeting. She is resigning from the commission as she is moving out of Harrisonville city limits. The board will nominate a new commission member at a later date.

6. Adjourn

With no further business to come before the commission, Claudia Kauzlarich made a motion to adjourn and Julie Cooper seconded. The motion passed and the meeting was adjourned at 12:44 PM.

Brian Hasek, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Aug 2, 2017 12:00 PM (Approval of Minutes)



TO: Historic Preservation Commission
FROM: Jamie Martin, Assistant
DATE: November 28, 2017
SUBJECT: Certificate of Appropriateness Application- Crown Realty

Type of Item: *Approval*

1. Action Item (ID # 2719)

Certificate of Appropriateness Application- Crown Realty

Attachments:

HPC APPLICATION (PDF)

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
TO
HARRISONVILLE HISTORIC PRESERVATION COMMISSION

UNDER ORDINANCE NO. 1825 OF THE CITY OF HARRISONVILLE, MISSOURI

I (we) the undersigned do hereby respectfully make application for a Certificate of Appropriateness for the following plans and proposals to be undertaken within the boundaries of the Historic District.

Property Location: 101 E Wall; Harrisonville, MO 64701

Property Owner: Crown Realty

Owner's Address: same

TYPE OF WORK (Check all that apply)

- ☐ Exterior Alteration or Repair
- ☐ New Construction
- ☐ Demolition of Structures
- ☐ Relocation of Structures
- ☒ Other Business exterior sign

See page 2 of this application for additional information to be submitted.

Signature: Applicant Nick Hosack
Address 101 E Wall; Harrisonville, MO
Phone (816) 205-8085

RETURN APPLICATION TO: Community Development Department
Harrisonville City Hall
P.O. Box 367, 300 E. Pearl Street
Harrisonville, MO 64701

The application, including all additional information, must be filed no later than fourteen days prior to the next regularly scheduled meeting of the Historic District Commission. The Commission meets on the second Wednesday of each month at 12:00 p.m. in the Council Chambers of City Hall, or as needed. Property Owners are urged to attend the meeting. Copies of all information submitted with an application must be retained by the Historic Preservation Commission.

Date Received by Department _____ (Initials)

Date Approved _____

Certificate Number _____

Attachment: HPC APPLICATION (Certificate of Appropriateness Application- Crown Realty)

ADDITIONAL INFORMATION TO BE SUBMITTED WITH APPLICATION

1. EXTERIOR ALTERATION OR REPAIR

Describe clearly and in detail all work to be done. Include the following items where appropriate:

- A. Sketches, photographs, specifications, manufacturer's illustrations or other description of proposed changes to the building façade or roof, new additions, or site improvements. Drawings will be required for major changes in design for such items as roofs, façades, porches, or prominent architectural features.
- B. Color schedule (see attached).
- C. Color of brick and type of mortar to be used, for masonry work.
- D. Samples of proposed materials when the original material will not be retained.
- E. Site information, including the location of all large trees, parking areas, walls, fences, outbuildings, or other landscape features of note where major site improvements are proposed.
- F. Landscape plan with measured distances for new parking areas or other major site improvements.

2. NEW CONSTRUCTION

Describe the nature of the proposed project. Include the following items where appropriate:

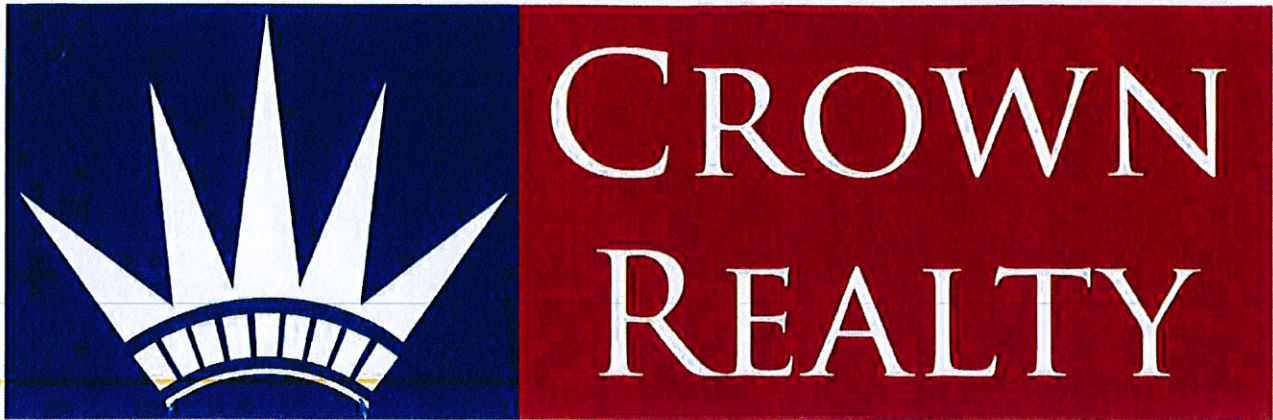
- A. Site plan with measured distances.
- B. Elevation drawings of each facade and specifications which clearly show the exterior appearance of the project.
- C. Photograph of the proposed site.
- D. Landscape plan.
- E. Color schedule.
- F. Samples or other description of materials to be used.
- G. Drawings or other description of site improvements: fences, walls, walks, lighting, pavement, patios, decks, etc.

3. DEMOLITION OF STRUCTURES

- A. Describe the structure and give the reason for demolition. Include a photograph.
- B. Describe the proposed reuse of the site, including landscaping.

4. RELOCATION OF STRUCTURES

- A. Give the reason for the relocation. Include a photograph. If the structure is to be relocated within the District, describe any proposed changes.
- B. Describe any site features, which will be altered or may be disturbed, including foundation, walls, driveways, vegetation, etc.



Material: Dibond

Height: 36"

Width: 108"

Sides: 1-Sided

Thickness: 1/4 inch

Colors: Unlimited-Colors

Mounting Accessories: None

Durability Selected: Ultra Premium Grade (Rated up to 10 years outdoors. Includes the Ultra-Premium UV Protective Laminate)

Edge Finishing: Capped Edges (White)

Cutting Options: Square Corners

Mounting Kits: Brick Installation Kit (Not compatible with Standoffs & Screwcaps)

Holes: Holes - 8 per sign (Four holes along top and bottom)

Ultra-Premium Grade Option

*Sign size to be similar to
Youngers sign in order to fit
in with style on square*



Attachment: HPC APPLICATION (Certificate of Appropriateness Application- Crown Realty)



TO: Historic Preservation Commission
FROM: Jamie Martin, Assistant
DATE: November 28, 2017
SUBJECT: Staff Report

Type of Item: *Discussion*

2. Discussion Item (ID # 2720)
Staff Report

Attachments:

HPC - Staff Report - Crown Realty - Sign - 12-6-17 (DOC)

STAFF REPORT

TO: Historic Preservation Commission

FROM: Jim Clarke – Community/Economic Development Director

DATE: December 6, 2017

SUBJECT: Certificate of Appropriateness for 101 E. Wall St. – Sign Request

Type of Item: Certificate of Appropriateness

Issue:

The Applicant has requested a Certificate of Appropriateness for a sign on the building located at 101 E. Wall Street. The sign requested, exceeds the 20 square feet allowed for City staff approval in the Historic District.

Background:

Request: Approval of Certificate of Appropriateness

Location: 101 E. Wall Street

Applicant: Nick Hosack

Owner: Crown Realty

Existing Zoning: “CDB-1” Downtown Core Business

The Applicant is proposing to:

- 1) Place a sign on building at 101 E. Pearl St..

Options:

The Commission may:

- Approve the request for Certificate of Appropriateness
- Conditionally approve the application for Certificate of Appropriateness
- Deny the request for Certificate of Appropriateness

Recommendation:

Approval contingent upon compliance with Historic Preservation requirements.