



**AGENDA
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
SEPTEMBER 2, 2020
12:00 PM**

- 1. Call to Order**
 - 1. Roll Call**
- 2. Public Participation**
- 3. Approval of Minutes**
 - 1. Historic Preservation Commission - Regular Meeting - Aug 5, 2020 12:00 PM**
- 4. Certificate of Appropriateness**
 - 1. 117 E. Wall - Certificate of Appropriateness Extension**
- 5. Discussion Items**
 - 1. Update on Selection of Consultant for Historic Preservation Plan**
 - 2. Training**
- 6. Adjourn**

Posted this 27th day of August 2020

Daniel Barnett, Deputy City Clerk

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DRAFT
MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
AUGUST 5, 2020
12:00 PM

1. Call to Order

The meeting was called to order at 12:00 PM by Vice-Chair April McLaughlin

Attendee Name	Organization	Title	Status	Arrived
David Atkinson	Harrisonville	Chair	Absent	
Julie Cooper	Harrisonville		Absent	
Claudia Kauzlarich	Harrisonville		Present	
Bill Woods	Harrisonville		Absent	
Robert Wiseman	Harrisonville		Present	
Michael Weaver	Harrisonville		Absent	
Gary Davidson	Harrisonville	Board Liaison	Present	
April McLaughlin	Harrisonville	Vice-Chair	Present	

Also in attendance were Roger Kroh, Community Development Planner; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Historic Preservation Commission - Regular Meeting - Feb 19, 2020 12:00 PM

With no additions or corrections, the minutes from the February 19, 2020, meeting were unanimously accepted.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wiseman, Board Member
SECONDER:	Gary Davidson, Board Liaison
AYES:	Claudia Kauzlarich, Robert Wiseman, Gary Davidson, April McLaughlin
ABSENT:	David Atkinson, Julie Cooper, Bill Woods, Michael Weaver

3. Discussion Items

A. HPC Training

Roger Kroh reminded the Commission that they have to meet a minimum 4 times a year. Some of the meetings can be training for the members if there are no Certificates of Appropriateness to come before them. He is also looking into ways for the Commission to do some training on their own. Currently, there are a lot of webinars and podcasts on historic preservation diversity, financing and applying for tax credits.

B. Harrisonville Historic Preservation Plan Update - Consultant Selection

Mr. Kroh told the Commission that he has sent a letter to every Certified Consultant in the State. He asked for volunteers to help go through the submittal's and interview candidates. Robert Wiseman volunteered and David Atkinson previously said he would help. The consultant will need to be chosen by September 1, 2020. The members asked if the proposals could be forwarded to all members as they will be electronic. Mr. Kroh said he will do this.

4. Adjourn

With nothing further to come before the Commission, Claudia Kauzlarich made a motion to adjourn. April McLaughlin seconded. The meeting adjourned at 12:20 PM.

Jamie Martin, Recording Secretary



STAFF REPORT

TO: Historic Preservation Commission
FROM: Roger Kroh, Planner
DATE: August 27, 2020
SUBJECT: 117 E. Wall - Certificate of Appropriateness Extension

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Timothy A. and Karen L. Soulis, 26705 E. State Route EE, Harrisonville, MO 64701 (Daughter and son-in-law to Mary Hanneman)

Owner: Mary Hanneman, 2501 W. Mechanic St., 1st Floor, Harrisonville, MO 64701
Under the care of Mrs. Melody Folson, Cass County Public Administrator

Requested Actions: Extension of Certificate of Appropriateness for 117 E. Wall St. that was approved June 12, 2019

Date of Application: August 26, 2020

PROPOSAL

The Historic Preservation Commission approved a Certificate of Appropriateness (C of A) on June 12, 2019 for Tim and Karen Soulis to restore the building owned by Karen's mother at 117 E. Wall St.

A provision of the Historic Preservation ordinance is that the C of A shall become void unless construction is commenced within six (6) months of the date of issuance. Although this 6-month window has passed, Tim and Karen Soulis now wish to begin the work as they have been advised that they have received a \$1000 façade improvement grant through the Love the Square organization. They are asking that the HPC approve an extension of the C of A to allow construction to begin.

PREVIOUS ACTIONS

Approval of Certificate of Appropriateness June 12, 2019.

STAFF COMMENTS AND SUGGESTIONS

Attached is a request for an extension from Tim Soulis. In regard to the timeframe for starting and completing work, he states:

- The current planned work is being scheduled to capitalize upon the award of the “Love the Square Façade Improvement Grant” monies in the amount of \$1,000 which we did not want to see evaporate without use.
- We anticipate that this total scope of work discussed with the HPC will be conducted over the next three years as cash flow allows and we prefer to have the latitude to proceed without the constant need for rubber stamp approvals to be extended while the scope has not changed.

Mr. Soulis anticipates starting work as soon as possible. A condition of the grant is that work be completed by the end of this year. However, as unanticipated delays sometimes arise, staff recommends that August 31, 2021 be the new deadline by which work must be commenced.

STAFF RECOMMENDATION

Approve motion granting an extension to August 31, 2021 for work to commence at 117 E. Wall St. as approved in the June 12, 2019 Certificate of Appropriateness and the applicant’s extension request dated August 26, 2020.

ATTACHMENTS

Request for Extension from Tim Soulis, August 26, 2020
HPC Meeting Minutes June 12, 2019
Aerial
Front Elevation
Staff Report June 12, 2019

STAFF CONTACT: Roger Kroh

1. Action Item (ID # 3601)

117 E. Wall - Certificate of Appropriateness Extension

Attachments:

082620 T Soulis Request For Extension 117 E Wall (DOCX)

HPC Minutes - June 12, 2019 (PDF)

Aerial (PDF)

Front Elevation (PDF)

Staff Report June 12, 2019 (DOC)

Request For Extension of Previously Approved Historic Preservation Plans for 117 E. Wall Street

From: [Tim Soulis <tsoulis@embarqmail.com>](mailto:tsoulis@embarqmail.com)

Sent: Wed, Aug 26, 2020 at 5:48 pm

To: 'Roger Kroh'

Cc: karensoulis@gmail.com, 'Tim Soulis', cherylbush44@yahoo.com, april@aprillaw.com
[IMG.pdf](#) (796.2 KB)

Images not displayed. [SHOW IMAGES](#) | [ALWAYS SHOW IMAGES FROM THIS SENDER](#)

Mr. Kroh,

I am requesting that the previously submitted plan as approved by the HPC for various scopes of work applicable to 117 East Wall Street be extended for an additional two or three year period from today.

Several reasons drive this request.

1. We do not yet have legal ownership of the property.
2. The current planned work is being scheduled to capitalize upon the award of the "Love The Square Façade Improvement Grant" monies in the amount of \$1,000 which we did not want to see evaporate without us.
3. We anticipate that this total scope of work discussed with the HPC will be conducted over the next three years as cash flow allows and we prefer to have the latitude to proceed without the constant need for rubber stamp approvals to be extended while the scope has not changed.
4. We have demonstrated our ability and our good faith in upgrading properties without oversight for compliance to neighborhood standards as done at Gaslight Plaza as well as 13 rental house properties all in Harrisonville and in many cases exceeding the standards maintained by owner/occupants.
5. We recognize our obligations to honor safety codes and we agree with the goals of the HPC in the historic district, consequently, our work will comply technically as well as with the spirit of the standards of the district.
6. We are not deviating from any of the plans presented to the HPC, we simply are engaging in a partial scope of work to enable us to meet the requirements of the grant to improve the façade while honoring the need to help improve the neighborhood.
7. After meeting the deadlines imposed by the grant, this work may proceed slowly over an extended period of time as funds, weather conditions and availability of contractors will allow.
8. We will not hesitate to consult with the HPC or City of Harrisonville Codes Officials if we encounter uncertainty as we progress with our intended upgrades over time.
9. The planned scope of work shall be as presented in the attachment above EXCEPT:
 - We may actually be able to replace some the rotted wood below the two large north glass window panes – contrary to what we initially stated in the grant application (due to further negotiations with the contractor).

Thank you,

Tim and Karen Soulis

Tim's Cell Phone: 816-516-1915

Attachment: 082620 T Soulis Request For Extension 117 E Wall (117 E. Wall - Certificate of Appropriateness Extension)



MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
JUNE 12, 2019
12:00 PM

1. Call to Order

The meeting was called to order at 12:04 PM by Chair David Atkinson

Attendee Name	Organization	Title	Status	Arrived
David Atkinson	Harrisonville	Chair	Present	
Julie Cooper	Harrisonville		Present	
Claudia Kauzlarich	Harrisonville		Present	
Bill Woods	Harrisonville		Present	
Robert Wiseman	Harrisonville	Board Member	Present	
Michael Weaver	Harrisonville		Absent	
Gary Davidson	Harrisonville	Board Liaison	Present	
April McLaughlin	Harrisonville	Vice-Chair	Present	

Also in attendance were Chris Filer, Applicant; Tim Soulis, Applicant; Roger Kroh Community Development Planner; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

1. Historic Preservation Commission - Regular Meeting - Apr 3, 2019 12:00 PM

With no additions or corrections, the minutes from the April 3, 2019, meeting were unanimously accepted.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Julie Cooper
SECONDER:	Robert Wiseman, Board Member
AYES:	Atkinson, Cooper, Kauzlarich, Woods, Wiseman, Davidson, McLaughlin
ABSENT:	Michael Weaver

3. Certificate of Appropriateness

1. 101 W WALL STREET

Roger Kroh presented Packet Pages 5-12, Application for Amendment to Certificate of Appropriateness for 101 West Wall Street. The Certificate that was approved at the January 9, 2019, meeting was for the first floor windows. Mr. Filer would like the second

Publish

floor windows approved as they have been installed already. Mr. Filer stated that there is a center horizontal slat that can be put in the second floor windows that will make it appear to be double hung from the outside. The Commission asked that Mr. Filer install the horizontal slat on a couple of the windows, take pictures of the windows both open and closed, and present to the Commission. Bill Woods made a motion that the application be continued until applicant can bring back pictures of the windows with the slats attached, and that this will not hold up temporary occupancy on this project. The Commission will have to approve the windows for Final Occupancy to be issued. April McLaughlin seconded the motion. The commission voted unanimously

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woods
SECONDER:	April McLaughlin, Vice-Chair
AYES:	Atkinson, Cooper, Kauzlarich, Woods, Wiseman, Davidson, McLaughlin
ABSENT:	Michael Weaver

2. 117 E WALL STREET

Roger Kroh presented Packet Pages 13-31, Application of Certificate of Appropriateness for 117 East Wall Street. Tim and Karen Soulis are requesting approval of a number of improvements they would like to do for this property. This property is owned by Mary Hanneman, Karen's mother. The funding has to go through the Cass County Public Administrator and then the Court will have to approve this. Tim Soulis presented replacement windows and color schemes he wishes to use on the property. He would like to use vinyl clad double hung windows. He would like to stain the frames around the windows and the doors espresso if he uses wood. If he uses hardy board he will paint it polished mahogany. The steel plate under windows would be painted peppercorn and the vinyl clad windows will be the same color. He would like to build a deck out the back door. It will be the same peppercorn color as the windows. The basement hatch will be peppercorn w/sheet metal over the top. Columns will be a light color. He is suggesting flagstone. He plans on keeping the canopy over the front doors. Julie Cooper made a motion to approve the improvements as presented. Bill Woods seconded. The motion was approved unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Julie Cooper
SECONDER:	Bill Woods
AYES:	Atkinson, Cooper, Kauzlarich, Woods, Wiseman, Davidson, McLaughlin
ABSENT:	Michael Weaver

4. Discussion Items

Bill Woods, David Atkinson and Robert Wiseman will be attending the Preservation Conference in St. Joseph this month. David Atkinson asked if there have been updates on the old hospital. There have not.

5. Adjourn

With nothing further to come before the Commission, Claudia Kauzlarich made a motion to adjourn. April McLaughlin seconded. The meeting was adjourned at 1:12 PM.

Regular Meeting

Wednesday, June 12, 2019

12:00 PM


Jamie Martin, Recording Secretary

Attachment: HPC Minutes - June 12, 2019 (117 E. Wall - Certificate of Appropriateness Extension)





Attachment: Front Elevation (117 E. Wall - Certificate of Appropriateness Extension)



300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

STAFF REPORT

TO: Historic Preservation Commission

FROM: Roger Kroh, Community Development Planner

DATE: June 7, 2019

REQUEST: Approval of Certificate of Appropriateness

LOCATION: 117 East Wall - *Southwest corner Wall and Lexington Streets*

OWNER: Mary Hanneman, 2501 W. Mechanic St, 1st Floor, Harrisonville, MO 64701 under the care of Mrs. Melody Folson, Cass County Public Administrator

APPLICANT: Timothy A. Soulis and Karen L. Soulis
26705 E. State Route EE, Harrisonville, MO 64701
(Daughter and son-in-law to Mary Hanneman)

ZONING: CBD – 1, Downtown Core Business District

Background

Tim and Karen Soulis have submitted an application for a certificate of appropriateness for improvements that they wish to make to a building owned by Karen's mother, Mary Hanneman, at 117 East Wall Street. The building has not been inhabited since 2007 and the neglect of the past 12 years has resulted in significant deterioration. Their goals with the proposed work are to:

- protect the building,
- minimize risk to the estate of Mary Hanneman,
- increase the likelihood that the building can deliver rental income to the estate of Mary Hanneman without elevated risks, and
- improve the property's appearance so as to conform to the neighborhood standards for Harrisonville's Downtown Historic District.

Proposed Work:

The applicants have identified 10 major problems with 117 E. Wall Street and solutions to address each one. These are as follows:

Problems and Solutions Identified by Applicants	Staff Comments
Problem 1: The basement is very damp and part of this is the result of poor drainage away from the foundation as well as through the basement hatch door, basement interior door and back storm door during heavy downpours. The basement hatch door is rotted, off of the hinges, and no longer capable of preventing unauthorized entry to the stairs. The basement door beneath the basement hatch is rotted and delaminating with the entire lower section of it essentially gone. The basement needs to be secured with a new hatch cover and door to prevent unauthorized entry and vandalism. Recommended Solution: A. Replace severely rotted basement door and door jamb into the basement at the bottom of the outside basement stairs and install new locking mechanisms and hardware. Add 50-year rated flashing and caulking. B. Replace hatch door to the basement stairs and cover with a sheet of metal to shed water away from the basement stairs. C. Bring dirt in and place against the foundation to shed water away from the foundation and footings. D. Lengthen sump pump drainage pipe to move the water purged from the basement toward the center of the lot so that it does not cycle right back down to the footings. E. Remove from basement trash, old books, obsolete water heater, wooden objects and other debris that holds moisture. Most of these items hold moisture and contribute to the risk of black mold. F. Set up a de-humidifier in the basement to drain with a hose into the sump pump pit in order to reduce the humidity/moisture level in the basement.	COA not required if door will be covered at top of steps Paint a color compatible with building COA not required COA not required COA not required COA not required
Problem 2: The back storm door from the first floor level to the back yard is deteriorated and is now obsolete. It is crumbling, delaminating in place, and will not effectively prevent water infiltration. Recommended Solution: Replace back storm door ed with a properly sealing door capable of being locked. Add 50-year rated flashing and caulking.	Replace with door of similar design and color
Problem 3: The back "inside" door from the first floor level to the back yard is in decent structural condition but the paint is chipping and peeling and it requires repainting.	

Recommended Solution:

Scrape, prime and repaint back "inside" door. Add 50-year rated flashing and caulking.

OK

Problem 4:

The concrete poured staircase from the first floor level to the back yard have sunken, tilted and is out of level and very far below a normal riser depth from the building threshold to the first tread. They cannot be walked upon or traveled safely by the public or a potential renter. These stairs represent a high risk for a liability lawsuit to the owner.

Recommended Solution:

Construct landing of adequate size to meet local building codes using CCA (ground contact rated) wood to enable a person to emerge from the building to the back yard before stepping down a few stair treads to the yard level. This deck should include footings buried to at least 36" depth (or 42" if required to meet City building code requirements) and include stairs and handrail.

Due to close proximity to street, consider painted wood steps.

Problem 5:

The two double - hung windows on the south and east sides of the building are rotted at the sill and the bottom of the side jambs. In addition, they both have extensive paint chipping and are in an unacceptable cosmetic condition for the Historic District neighborhood. Proper Flashing and caulking using 50 year rated materials must be performed as well.

Recommended Solution:

A. Remove and replace each window in it's entirety, including the side jambs and wooden sills that sit on the stone sill ledge. Re-use storm windows if possible.

B. Sandblast stone sills of each window to remove chipped paint and prepare the surface for new paint. Add 50-year rated flashing and caulking.

Will same windows be used? If not, provide picture of new windows.

Will existing colors be used.

Problem 6:

The front entry doors of the building have bare wood resulting from chipped and peeling paint.

Recommended Solution:

Scrape and repaint doors and add new locking hardware. Add 50-year rated flashing and caulking.

OK

Problem 7:

The City's Building Official, Mr. Chris Arthur, performed a courtesy review of the building last year and the results of his visit were conveyed to The Cass County Public Administrator in an e-mail by the applicant. Mr. Arthur stated that the window air conditioner unit above the front entry was required to be removed

before the building could be granted an Occupancy Permit.

Recommended Solution:

Remove window air conditioner during the renovation of the front entry jambs and the hole be back-filled with exterior, water-resistant grade plywood that would also be painted to match the entry doors. Add 50-year rated flashing and caulking.

OK

Problem 8:

The iron columns on each side of the door entry, the iron I-Beams above the main office windows and above the entry door, and the cast iron thresholds and window sills are structurally sound but have significant peeling, chipping paint and/or paint missing. These conditions do not meet the Historic District neighborhood standards.

Recommended Solution:

Sandblast down to bare metal the iron columns and the iron I-beams and iron thresholds and window sills to enable new Sherwin Williams' DTM (Direct To Metal) paint with two heavy coats to be immediately applied to protect the metal from future rusting.

Will existing colors be used.

Problem 9:

The two large north front windows and the large east window (each single pane windows) are set in wooden sills and jambs. These sills and jambs show significant loss of paint and some wood rot arising from water infiltration. The rotted sills represent the "structural footing or bed" for each large and heavy pane of glass. In addition, they are in an unacceptable cosmetic condition for the Historic District neighborhood. According to one contractor consulted, a condition similar to this existed in a building on the Liberty, Missouri Historic Square and resulted in a pane of glass crashing out to the sidewalk.

Recommended Solution:

Remove each pane of glass and sills and jambs and replace with water resistant materials such as "Hardy Board" or CCA ground-contact rated, treated wood to restore structural stability before re-setting each pane of glass. Add 50-year rated flashing and caulking.

Applicant would like HPC's opinion on whether tempered glass is necessary

Problem 10:

The brick work repair that was required to repair and stabilize the brick of the building does not match from panel to panel due to the inability of the brick mason to find old matching brick of the same size and color. The brick and mortar had been painted prior to this repair work completion. The non-matching condition does not meet the prevailing Historic District neighborhood standards.

Recommended Solution:

Power wash brick exterior surfaces to remove any loose debris and dust, allow to dry, and prime paint with Sherwin Williams' "Locks-On Brick & Mortar Primer" followed by a final coat of Sherwin Williams' "Duration" grade or "Emeralds" grade of paint.

OK to use brick red paint instead of bright red.

Alternatives: The commission may:

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

Recommendation:

Approval of certificate of conformance contingent upon:

1. HPC approval of proposed changes, materials and colors, and
2. Applicant obtaining a building permit for all building, electrical, plumbing and mechanic work regulated by ICC construction codes.

Attachments:

Application



TO: Historic Preservation Commission
FROM: Roger Kroh, Planner
DATE: August 27, 2020
SUBJECT: Update on Selection of Consultant for Historic Preservation Plan

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Roger Kroh

Requested Actions: Update HPC on Selection of Consultant to do Historic Preservation Plan

Date of Application: September 2, 2020

STAFF COMMENTS AND SUGGESTIONS

Will discuss at meeting.

1. Action Item (ID # 3602)

Update on Selection of Consultant for Historic Preservation Plan

City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Historic Preservation Commission
FROM: Roger Kroh, Planner
DATE: August 27, 2020
SUBJECT: Training

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Roger Kroh
Requested Actions: Training
Date: September 2, 2020

STAFF COMMENTS

A requirement of Certified Local Governments (CLG) is that HPC members attend at least one (1) historic preservation conference per year. The Harrisonville HPC usually meets this requirement by attending the Missouri Historic Preservation Conference. But, it was not held in 2020 due to Covid-19. Staff is attempting to locate a 30-minute online training opportunity for this meeting so as to partially meet the CLG training requirement.

2. Action Item (ID # 3603)

Training