



**THE CITY OF
HARRISONVILLE**
WHERE TRADITION MEETS INNOVATION

**AGENDA
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
JULY 6, 2022
12:00 PM**

- 1. Call to Order**
 - A. Roll Call**
- 2. Approval of Minutes**
 - A. Historic Preservation Commission - Regular Meeting - Jun 1, 2022 12:00 PM**
- 3. Certificate of Appropriateness**
 - A. Proposed 16' x 5' Metal Awning at 100 E. Pearl St.**
 - B. Proposed Event Structure at 200 E. Pearl St.**
- 4. Discussion Items**
 - A. FY 2020 and FY 2021 Annual Reports**
- 5. Adjourn**

Posted on City Hall Bulletin Board this 29th day of June, 2022.

Daniel Barnett , City Clerk



DRAFT
MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
JUNE 1, 2022
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	
Bill Woods	Harrisonville		Present	
Robert Wiseman	Harrisonville		Present	
Gary Davidson	Harrisonville	Board Liaison	Absent	
April McLaughlin	Harrisonville	Vice-Chair	Present	

Also in attendance were Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Historic Preservation Commission - Regular Meeting - Sep 15, 2021 12:00 PM

With no additions or corrections, the minutes from the September 15, 2022, meeting were unanimously accepted.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	April McLaughlin, Vice-Chair
SECONDER:	Bill Woods
AYES:	David Atkinson, Bill Woods, Gary Davidson, April McLaughlin
ABSENT:	Robert Wiseman

B. Historic Preservation Commission - Regular Meeting - Mar 2, 2022 12:00 PM

With no additions or corrections, the minutes from the March 2, 2022, meeting were unanimously accepted.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bill Woods
SECONDER:	April McLaughlin, Vice-Chair
AYES:	David Atkinson, Bill Woods, Gary Davidson, April McLaughlin

Minutes Acceptance: Minutes of Jun 1, 2022 12:00 PM (Approval of Minutes)

ABSENT: Robert Wiseman

3. Discussion Items

A. Training--Preservation, Restoration, Demolition: What Are the Proper Tasks?

Due to a technical error, the training was "Historic Tax Credits Made it Possible" from the Missouri State Parks.

B. Handbook for Boards and Commissions

Director Stanton presented the updated Handbook for Boards and Commissions. The handbook contains descriptions of duties for the Boards and Commissions, it also contains information on Attendance, Conflicts of Interest, Training, Responsibilities and Code of Ethics.

April McLaughlin asked about the "Board Responsibility" section on page 4 of the handbook. In the first sentence it says "responsible to investigate". She said she is on another board and they were told not to investigate agenda items. Ms. Stanton explained that motions and votes are supposed to be based on the presented Staff Reports, pictures, and conversations at meetings.

Bill Woods commented that the Historic Preservation Commission's meeting day was incorrect in the handbook.

4. Adjourn

Before adjourning, the Commission discussed an upcoming conference in Jefferson City. Director Stanton told the Commission she would look into the dates and pricing.

With nothing further to come before the Commission, Bill Woods made a motion to adjourn. April McLaughlin seconded the motion. The meeting was adjourned at 12:59 PM.

Respectfully Submitted,

Jamie Martin, Recording Secretary

Minutes Acceptance: Minutes of Jun 1, 2022 12:00 PM (Approval of Minutes)



TO: Historic Preservation Commission
FROM: Christina Stanton,
DATE: June 27, 2022
SUBJECT: Proposed 16' x 5' Metal Awning at 100 E. Pearl St.

Type of Item: *Certificates of Appropriateness*

A. Action Item (ID # 4233)

Proposed 16' x 5' Metal Awning at 100 E. Pearl St.

Attachments:

HPC Staff Report - The Vault(PDF)

Elevation Pic (JPG)

Vault Awning Elevation Drawing (PDF)

Vault Awning Elevation Drawing (1)(PDF)

Vault Awning Elevation Drawing (2)(PDF)

Vault Awning Elevation Drawing (3)-1 (PDF)



STAFF REPORT

TO Historic Preservation Commission

FROM Christina Stanton, AICP – Director of Community Development

DATE July 6, 2022

SUBJECT Certificate of Appropriateness for 100 E. Pearl St.

Type of Item: Certificate of Appropriateness

Issue:

The Applicant has requested a Certificate of Appropriateness for the building located at 100 E. Pearl Street since they are proposing a metal awning rather than canvas.

Background:

Request: Approval of Certificate of Appropriateness

Location: 100 E. Pearl St. – corner of Pearl St. & Independence

Applicant: Virginia Garrett, Heart of Life Church

Owner: First Baptist Church of Garden City MO, Inc.

Existing Zoning: Downtown Core Business (CBD-1)

According to the County Assessor's property information the building was built in 1890 and is located on the north side of the Harrisonville Town Square. The building is located within the Harrisonville Town Square Historic District but is not eligible for the National Register according to the Historic Inventory record from the 1995 Architectural/Historic Survey. The Historic Inventory record identifies this building as having a modern style.

The Applicant is proposing to:

- 1) Add a 16' x 5' metal awning (black) to the existing building as depicted in the sketch-up drawings provided by the applicant.

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.

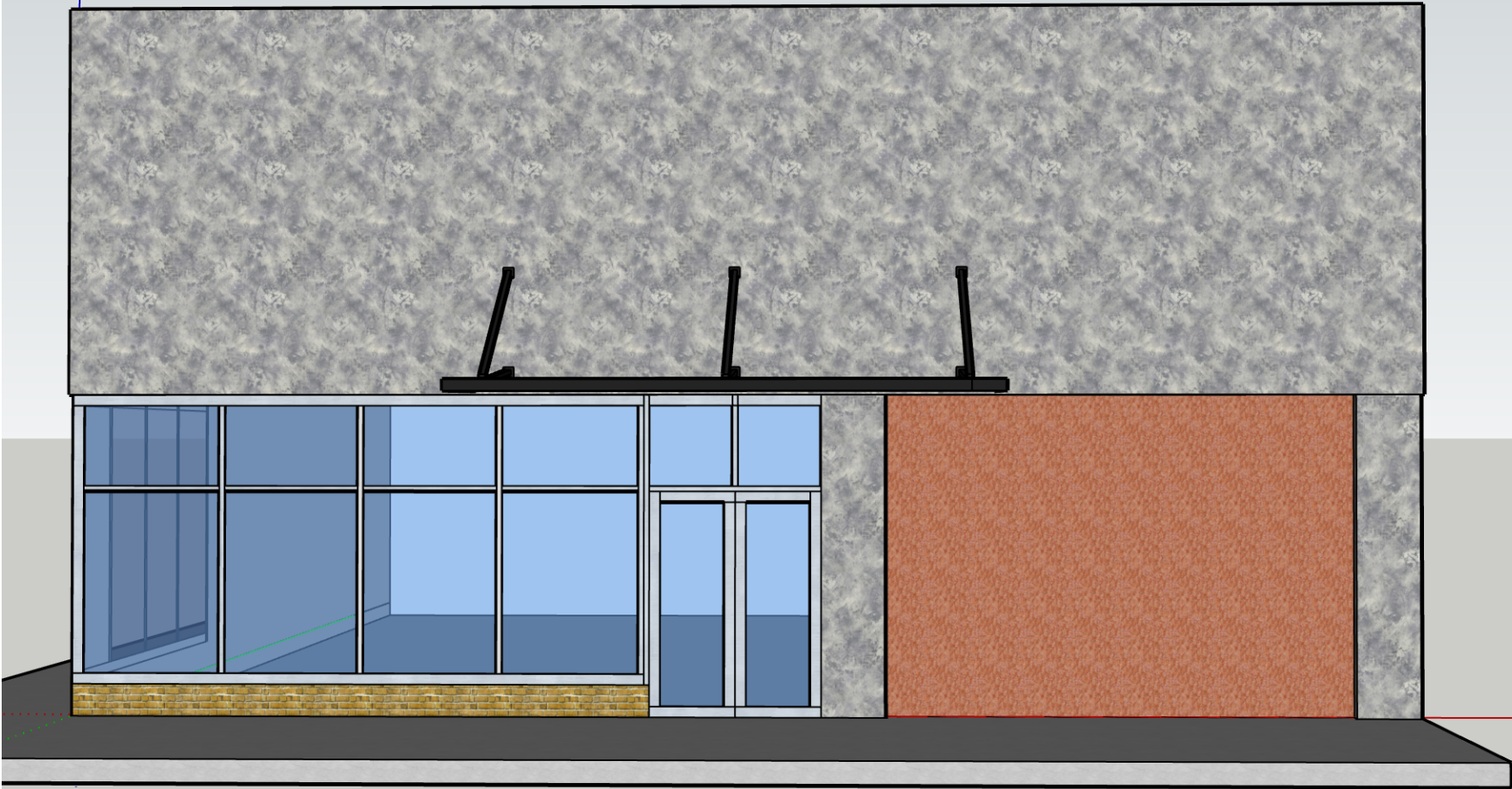


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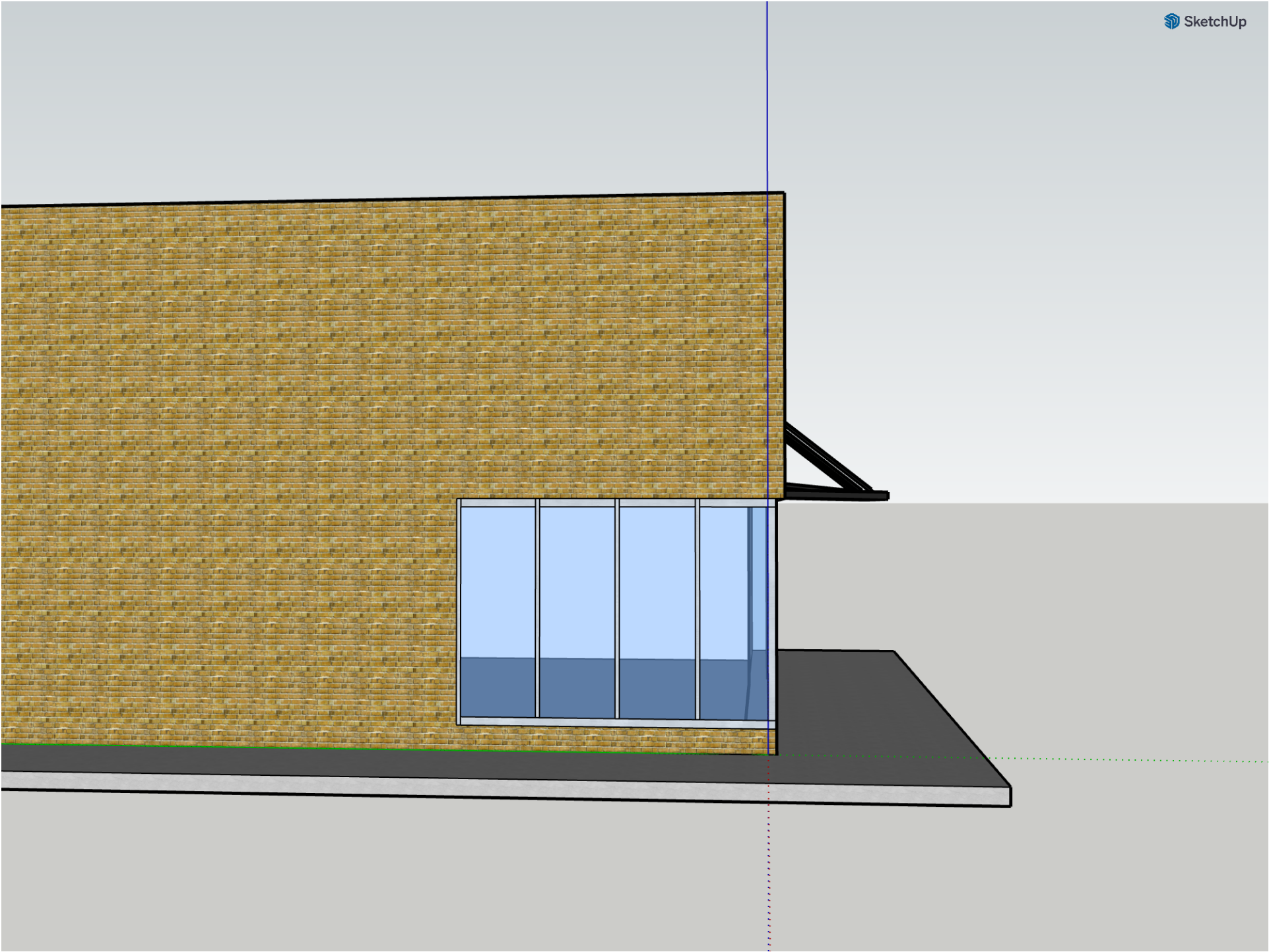
100

FRANK FATINO, CRADC
COUNSELING SERVICES
361-1582

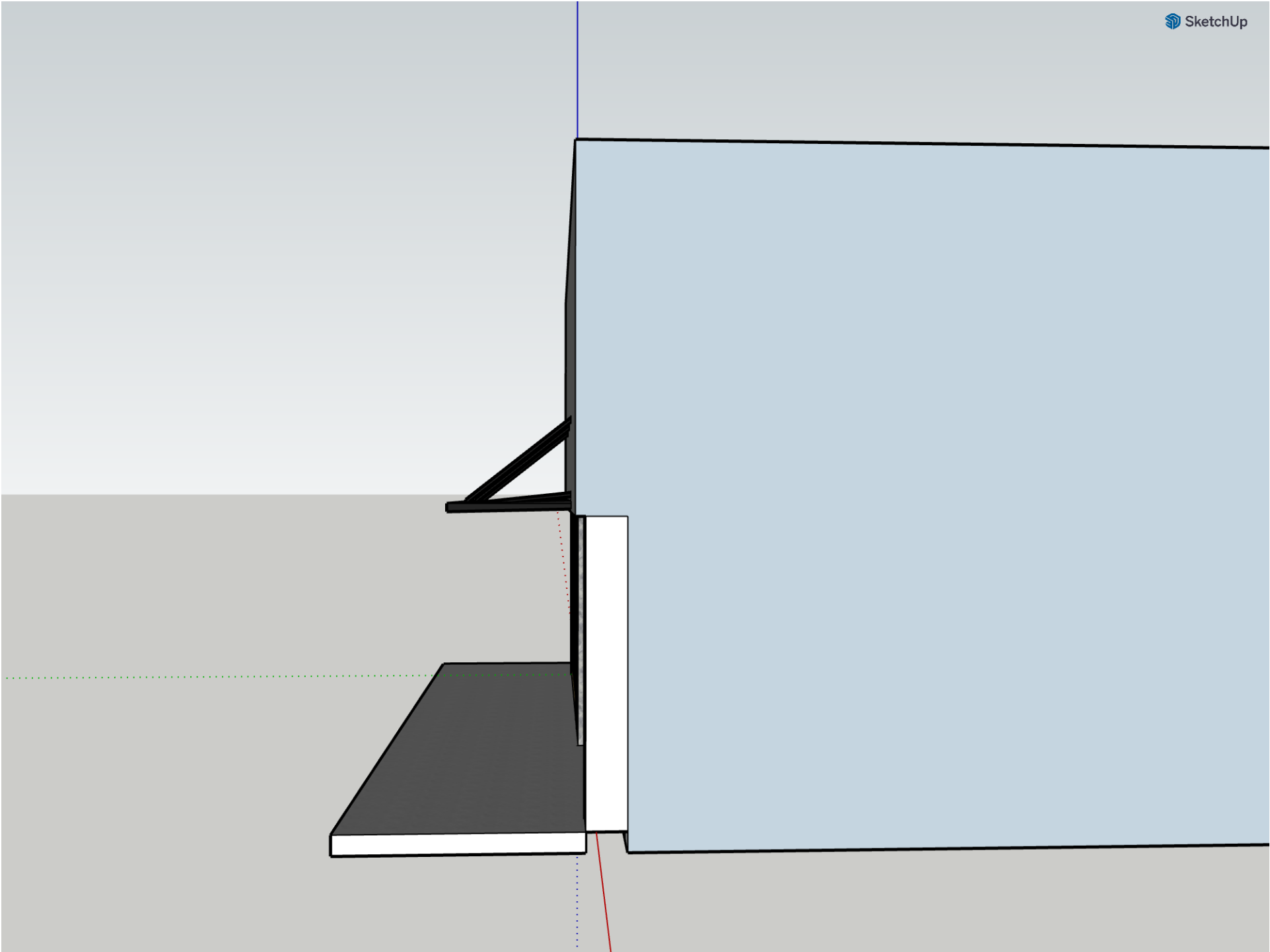
Attachment: Elevation 01 - Proposed 15' x 5' North Addition at 100 E. Pearl St.



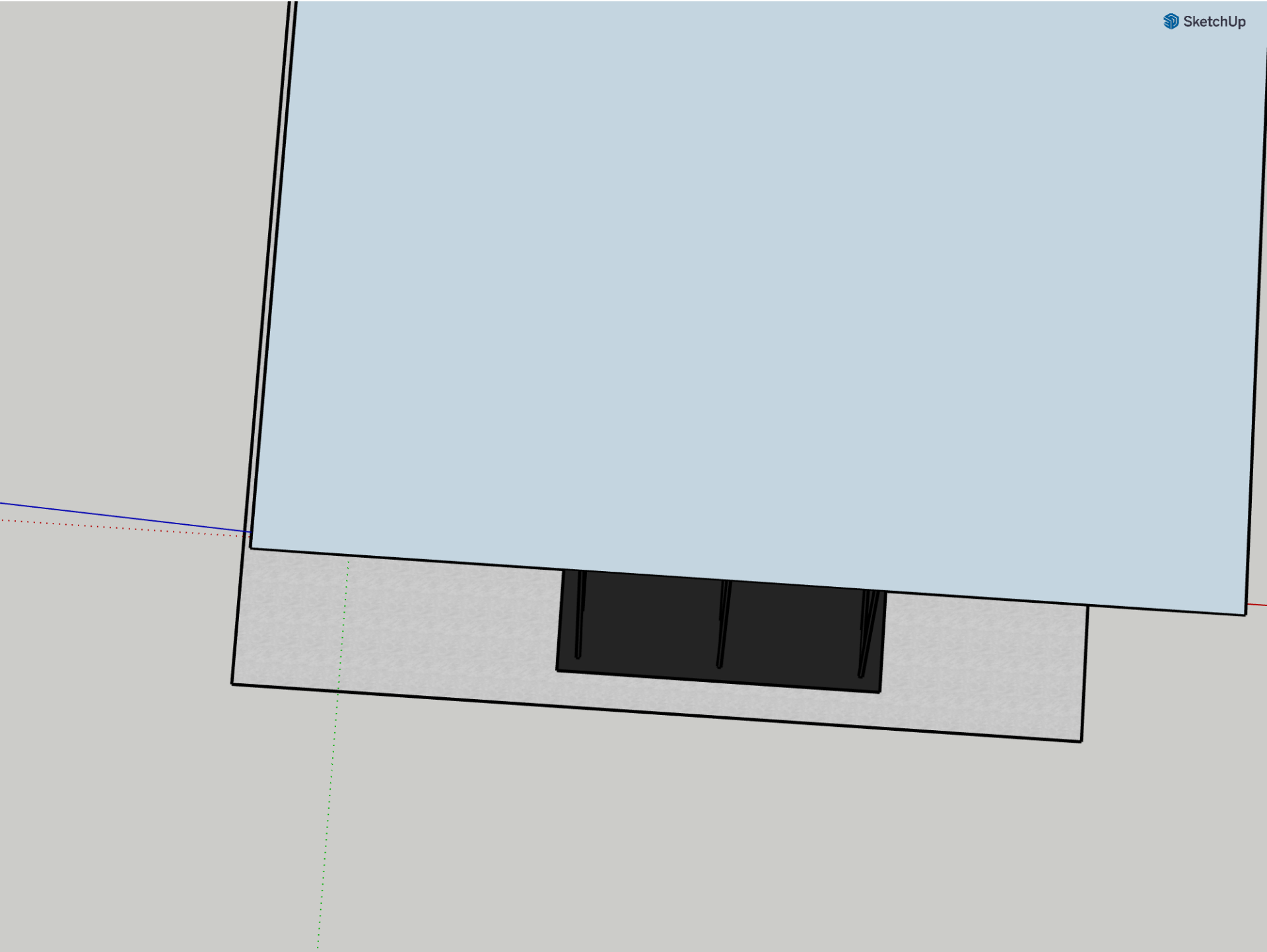
Attachment: Vault Awning Elevation Drawing (Proposed 16' x 5' Metal Awning at 100 E. Pearl St.)



Attachment: Vault Awning Elevation Drawing (1) (Proposed 16' x 5' Metal Awning at 100 E. Pearl St.)



Attachment: Vault Awning Elevation Drawing (2) (Proposed 16' x 5' Metal Awning at 100 E. Pearl St.)



Attachment: Vault Awning Elevation Drawing (3)-1 (Proposed 16' x 5' Metal Awning at 100 E. Pearl St.)



TO: Historic Preservation Commission
FROM: Christina Stanton,
DATE: June 27, 2022
SUBJECT: Proposed Event Structure at 200 E. Pearl St.

Type of Item: *Certificates of Appropriateness*

B. Action Item (ID # 4234)

Proposed Event Structure at 200 E. Pearl St.

Attachments:

HPC Staff Report - Birdie's (PDF)

Application 06-20-2022 20.46 (PDF)

Birdies project (description) (PDF)

Permit_Set Waddle (PDF)

Pictures-Concepts (PDF)



STAFF REPORT

TO Historic Preservation Commission

FROM Christina Stanton, AICP – Director of Community Development

DATE July 6, 2022

SUBJECT Certificate of Appropriateness for 200 E. Pearl St.

Type of Item: Certificate of Appropriateness

Issue:

The Applicant has requested a Certificate of Appropriateness for the building located at 200 E. Pearl Street. They are proposing stained decorative concrete facing Pearl Street, with a deck and a grain bin event structure on the north side of the parking lot with “special lighting” and a railing system on the south end of the area to separate it from the street.

Staff has concerns about where this structure will sit in relation to the property line, as no survey has been provided. If a variance is needed it would be self-imposed and very difficult to prove hardship. Staff also has concerns about the proposed use(s)—what specifically does the applicant intend to do and is it an allowed use? Additionally, a full-sized site plan with details—code summary and fire/life safety analysis; seating and/or standing occupant layouts and numbers construction and use type and class; notes on new doorway into the existing building; electrical; lighting and power; and 2018 IBC compliance—and building permit application will need to be submitted.

Background:

Request: Approval of Certificate of Appropriateness

Location: 200 E. Pearl St. – corner of Pearl St. & Lexington St.

Applicant: David Waddle

Owner: Kathy and David Waddle

Existing Zoning: Downtown Core Business (CBD-1)

According to the County Assessor's property information the building was built in 1930 and is located on the northeast corner of the Harrisonville Town Square. The building is located within the Harrisonville Town Square Historic District, and it is eligible for the National Register according to the Historic Inventory record from the 1995 Architectural/Historic Survey. The Historic Inventory record identifies this building as having a Victorian Commercial style.

The Applicant is proposing to:

- 1) Replace the existing asphalt and concrete facing Pearl Street with new stained decorative concrete;
- 2) Build a new deck all the way across the north end of the parking lot space;
- 3) Install a grain bin on top of the proposed deck;
- 4) Install "special lighting"; and
- 5) Install a railing system on the south end of the area to separate it from the street.

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 the provision of additional information, confirmation of use(s), and compliance with Historic Preservation requirements.

**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: 200 E Pearl St. Harrisonville Mo, 64701

Property Owner: David & Kathy Waddle

Owner's Address: 27509 E 2275th, Pleasant Hill Mo, 64080

TYPE OF WORK (Check all that apply)

☒ Exterior Alteration or Repair

☐ New Construction

☐ Demolition of Structures

☐ Relocation of Structures

☐ Other _____

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

Signature: Applicant [Signature]

Address 27509 E 2275th Pleasant Hill Mo, 64080

Phone 816964-9386

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

*first Wednesday
of each month
at noon*

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 8:00 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: Application 06-20-2022 20.46 (Proposed Event Structure at 200 E. Pearl St.)

Jamie Martin

From: David Waddle <dwaddle@ymail.com>
Sent: Monday, June 20, 2022 8:44 PM
To: Christina Stanton
Subject: Birdies project.

Project description.

We are wanting to improve our building and the square by revamping our side Lot which looks terrible right now. We want to remove the old asphalt and concrete and replace it with new stained decorative concrete.

On the North End of the space we would like to build a deck all the way across it and on top of that will be a grain bin that will protrude up through a roof line.

We will also will close in the back so you can no longer see parking lot behind us where the chain link is now. We are going to do some special lighting and there will be a railing system that on the south end of the area to separate it from the street.

As far as the use of this property we are not sure exactly what we want to use it for but we have a lot of ideas and are trying to get ahead of the growing Square curve. We never know what the future holds so we want to be ready to expand or two entice a new renter into our building.

It would be a great place for special events like swap meet, Art Fair ,movie nights or antiques special sales and photo shoots.

We Believe this project will be a great asset to the square and blend in perfectly with the existing feel.

I will also give a presentation and answer questions. Thank you for your time.

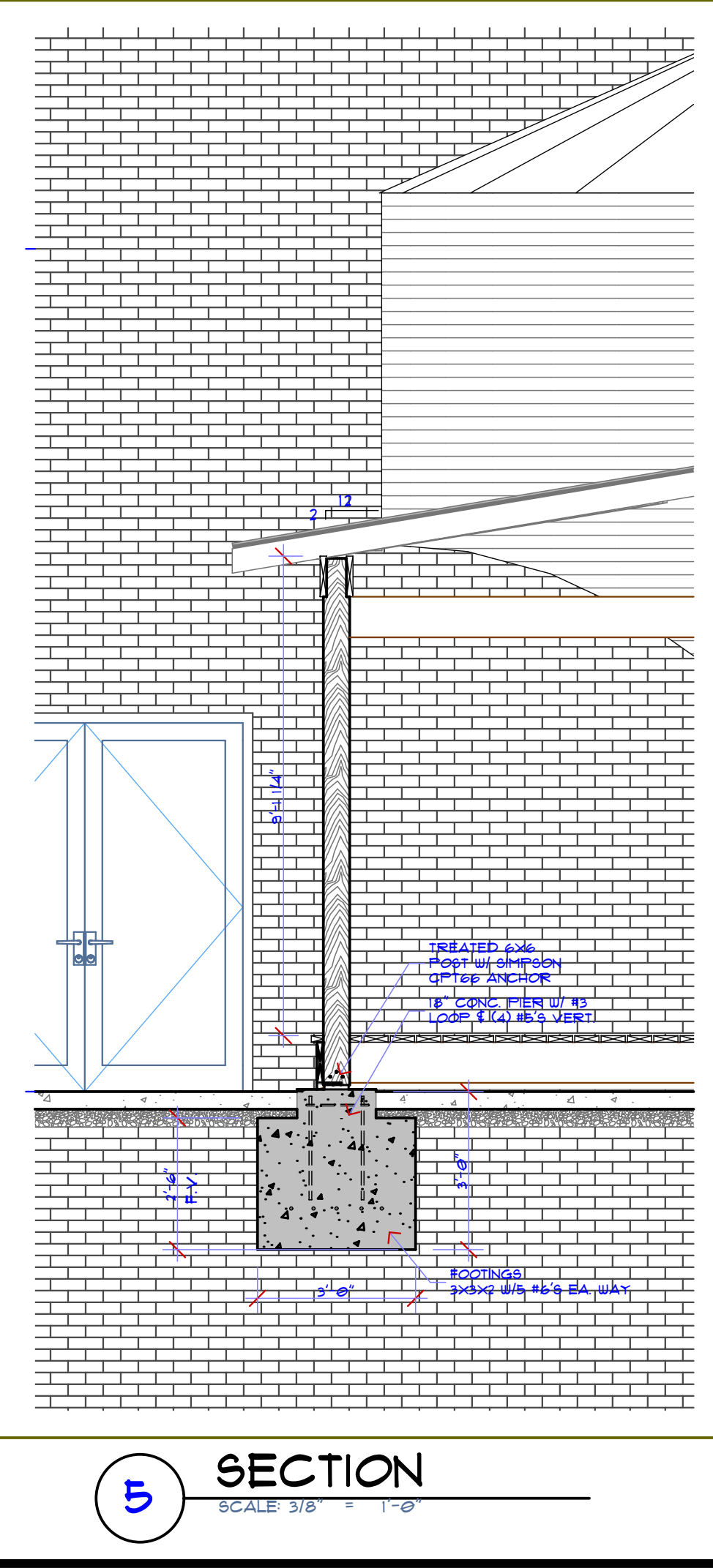
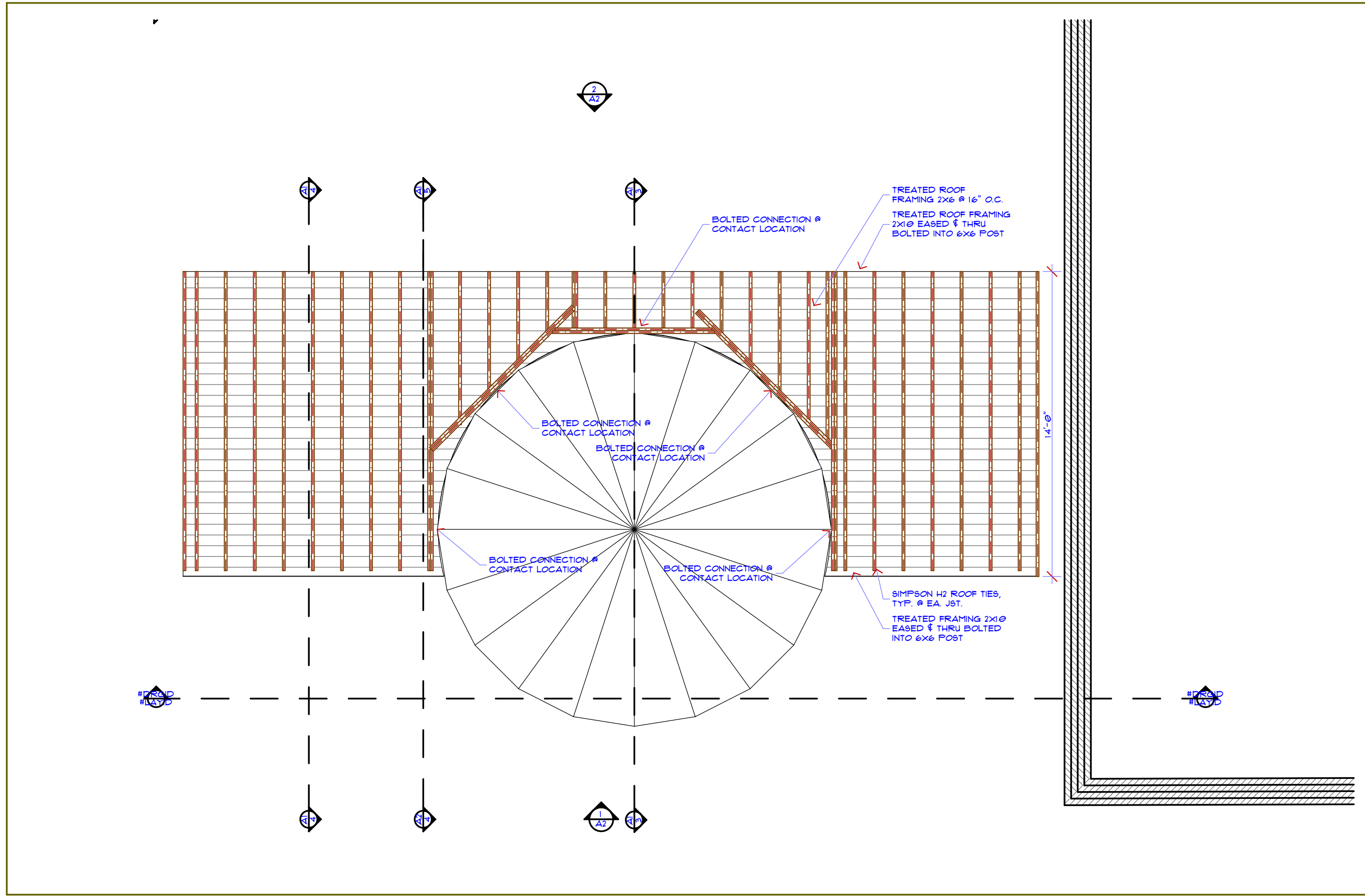
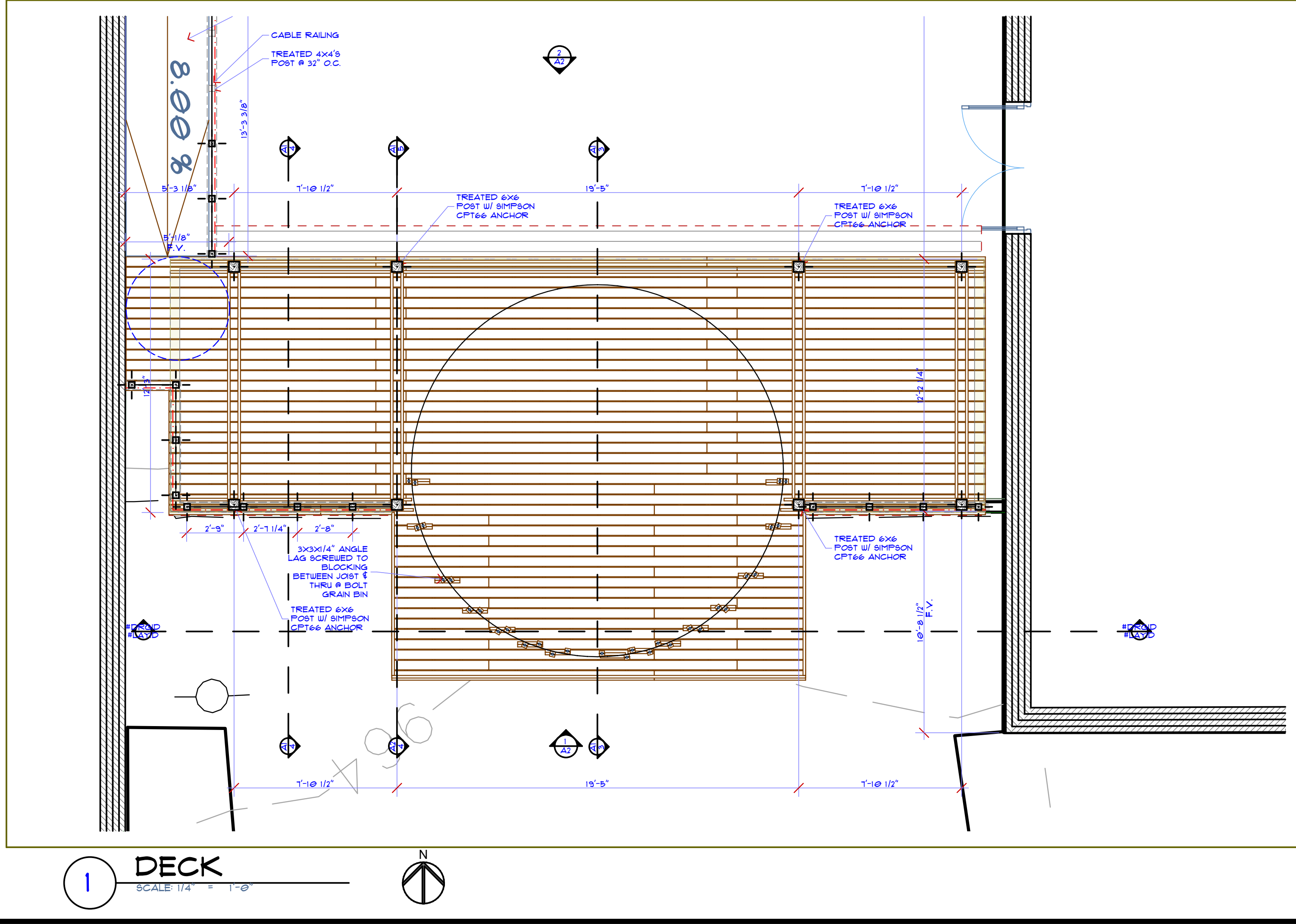
David Waddle

[Sent from Yahoo Mail on Android](#)

This is an email from outside your organization.

Attachment: Birdies project (description) (Proposed Event Structure at 200 E. Pearl St.)

C:\Users\jimdelmont\OneDrive\projects\Harrisonville\200 Pearl\pin\0126022_Wad_0408022.pln

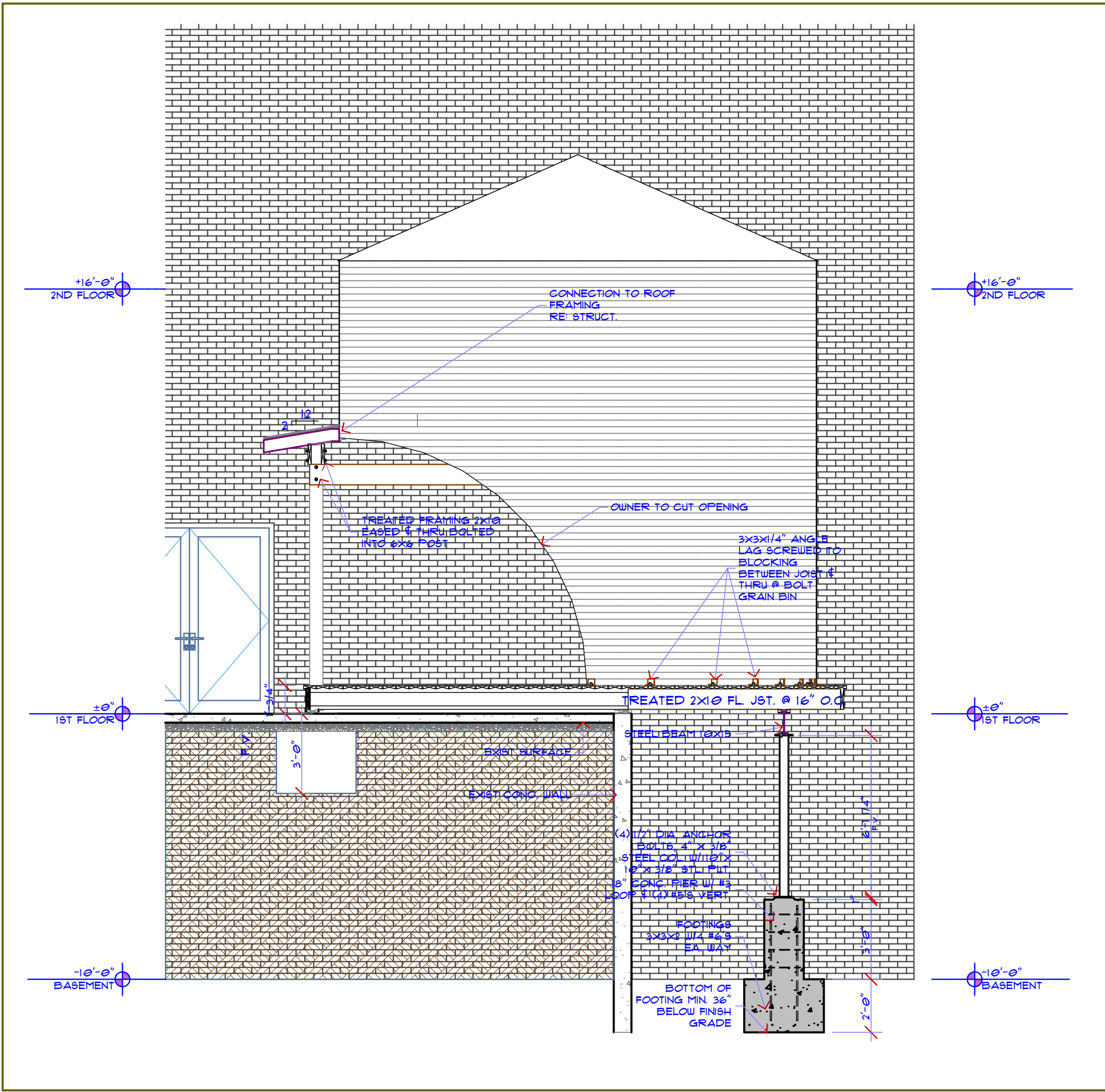
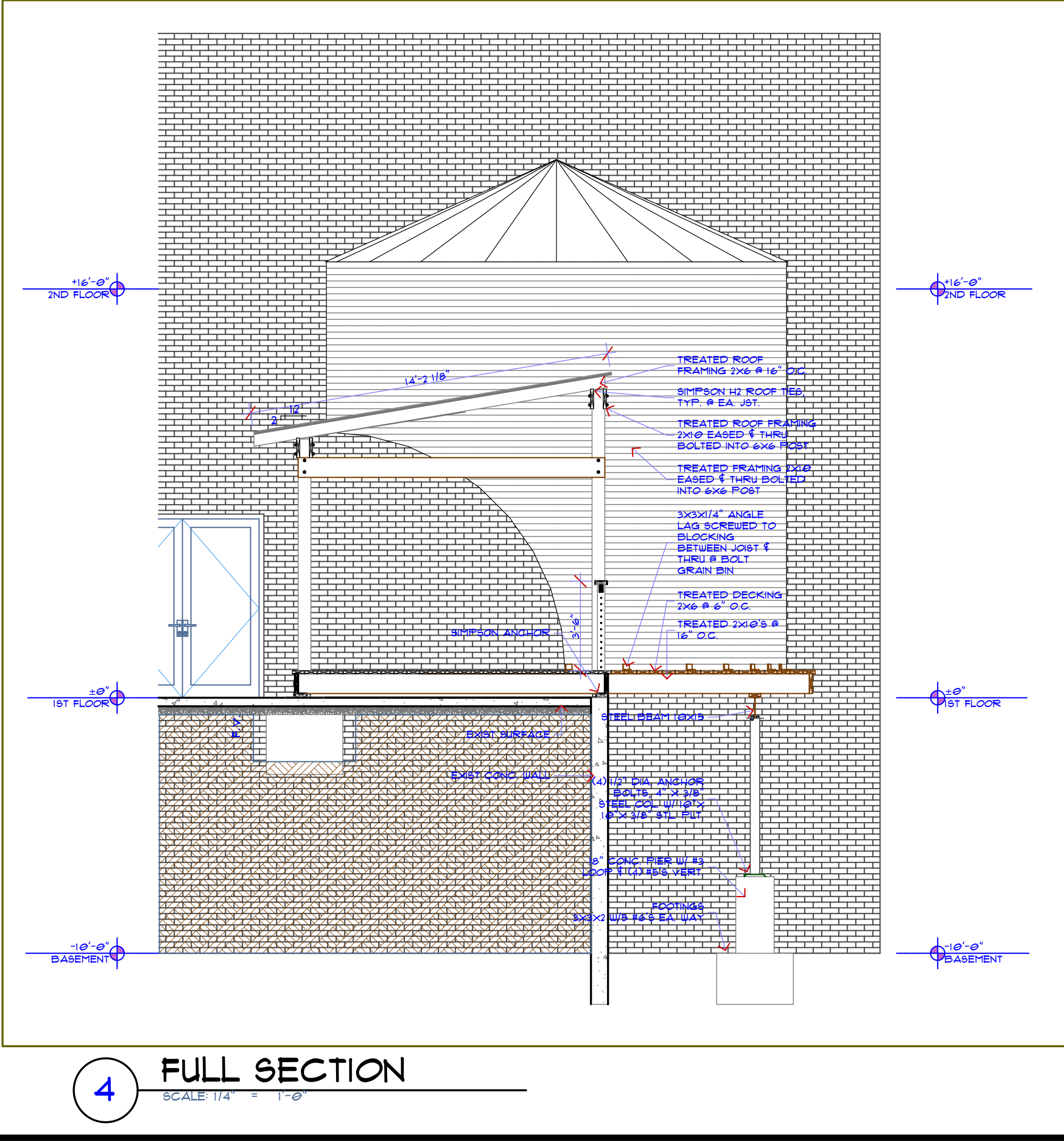


PROJECT LOCATION
THE BIN
200 E. PEARL ST.
HARRISONVILLE, MISSOURI 64701

CONSTRUCTION DOCUMENTS
04.28.22

ISSUED

PLANS	A1 PLANS & SECTIONS	☐
ELEVATIONS	A2 ELEV. & SECTIONS	☐
STRUCTURAL SHEETS	S1 STRUCTURAL	☐



PROJECT NO:	0126022
MODEL FILE:	
DRAWN BY:	
CHK'D BY:	
COPYRIGHT 2022	

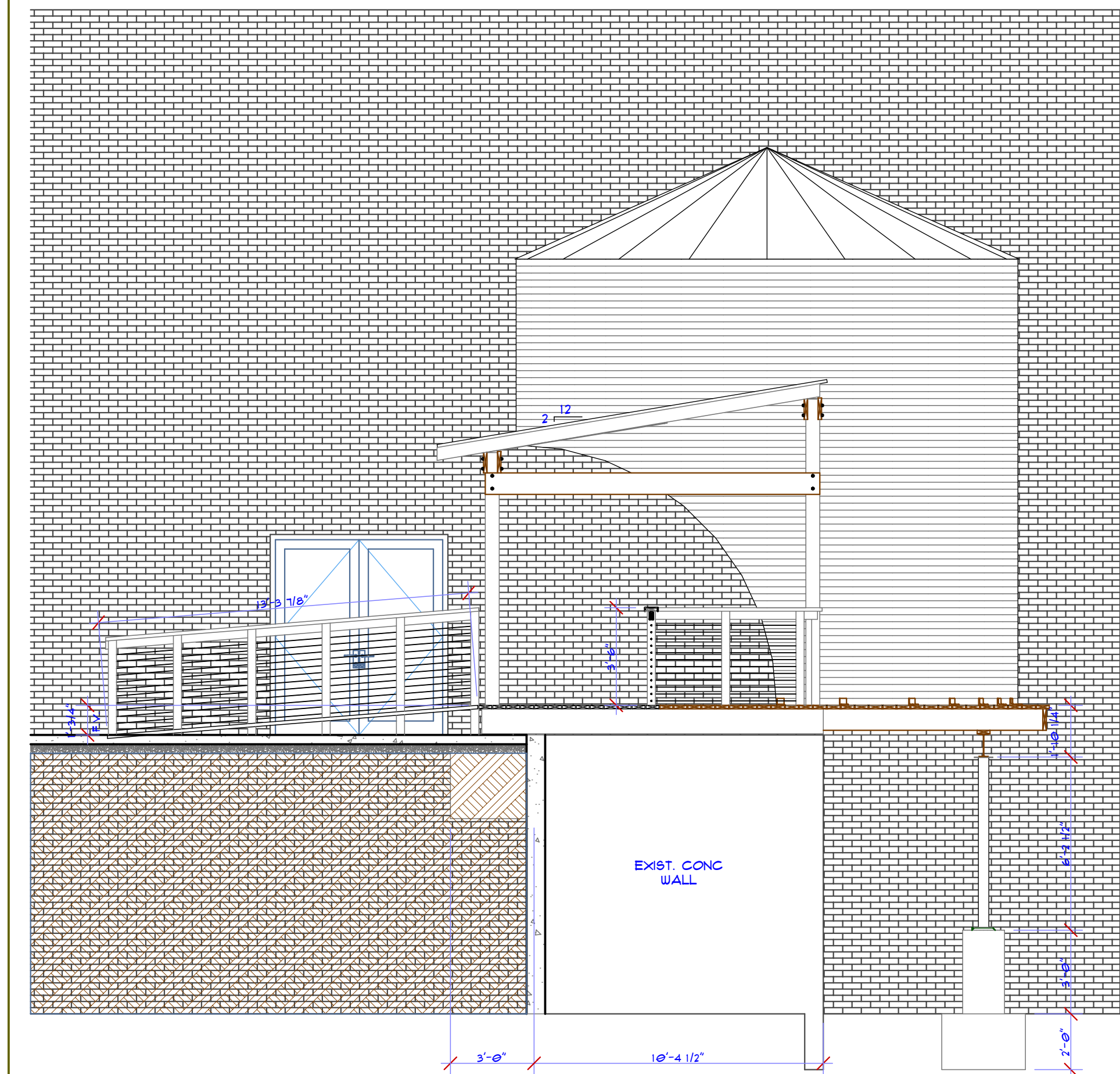
THE BIN
200 E. PEARL ST.
HARRISONVILLE, MISSOURI 64701

Plans & Sections

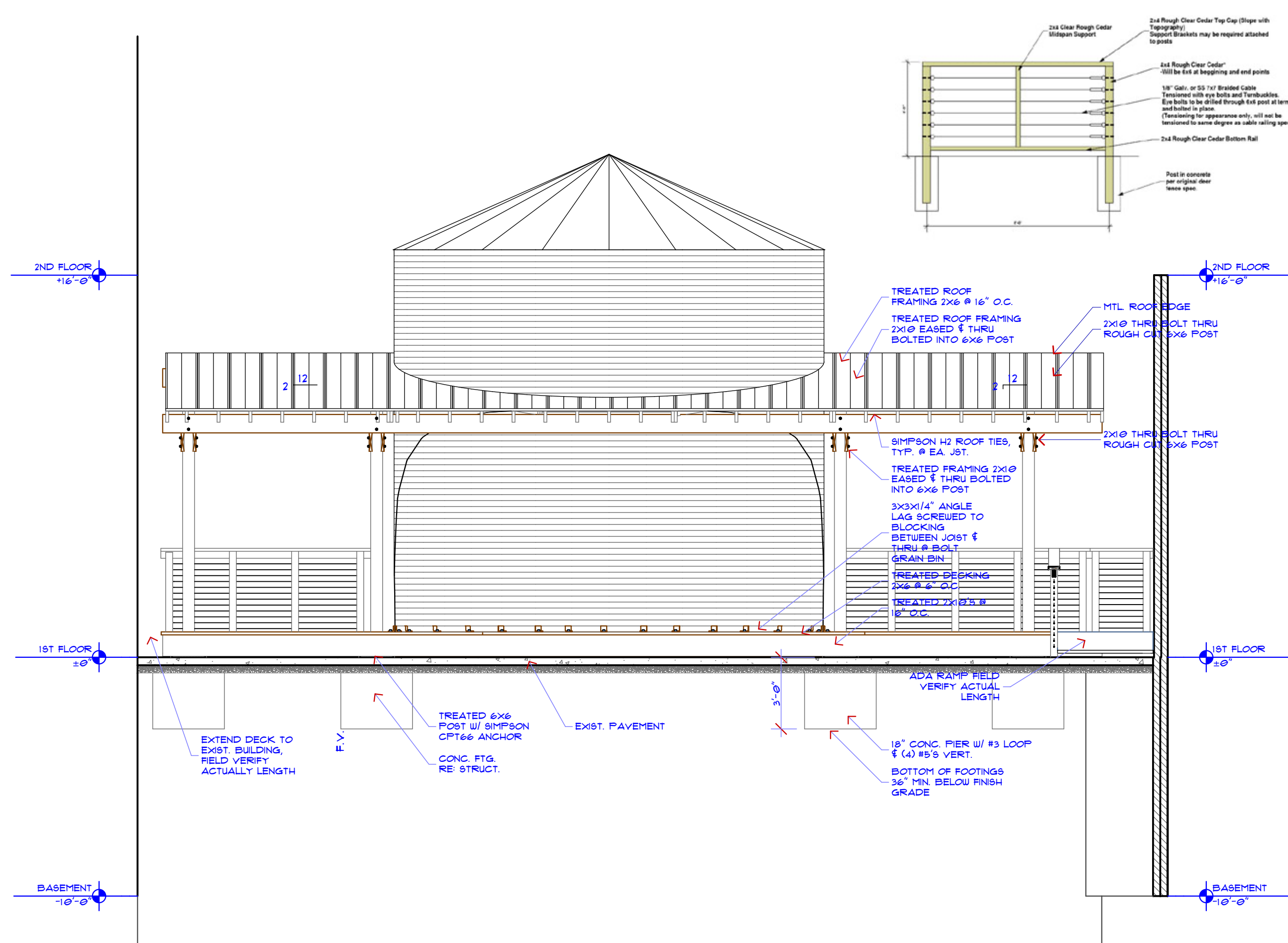
tdc, inc.
30519 South Lone Tree Road
Harrisonville, MO 64701
(816) 380-6000
tdc316
the design club, inc.
Professional Engineer
#200525010

CONSULTANTS

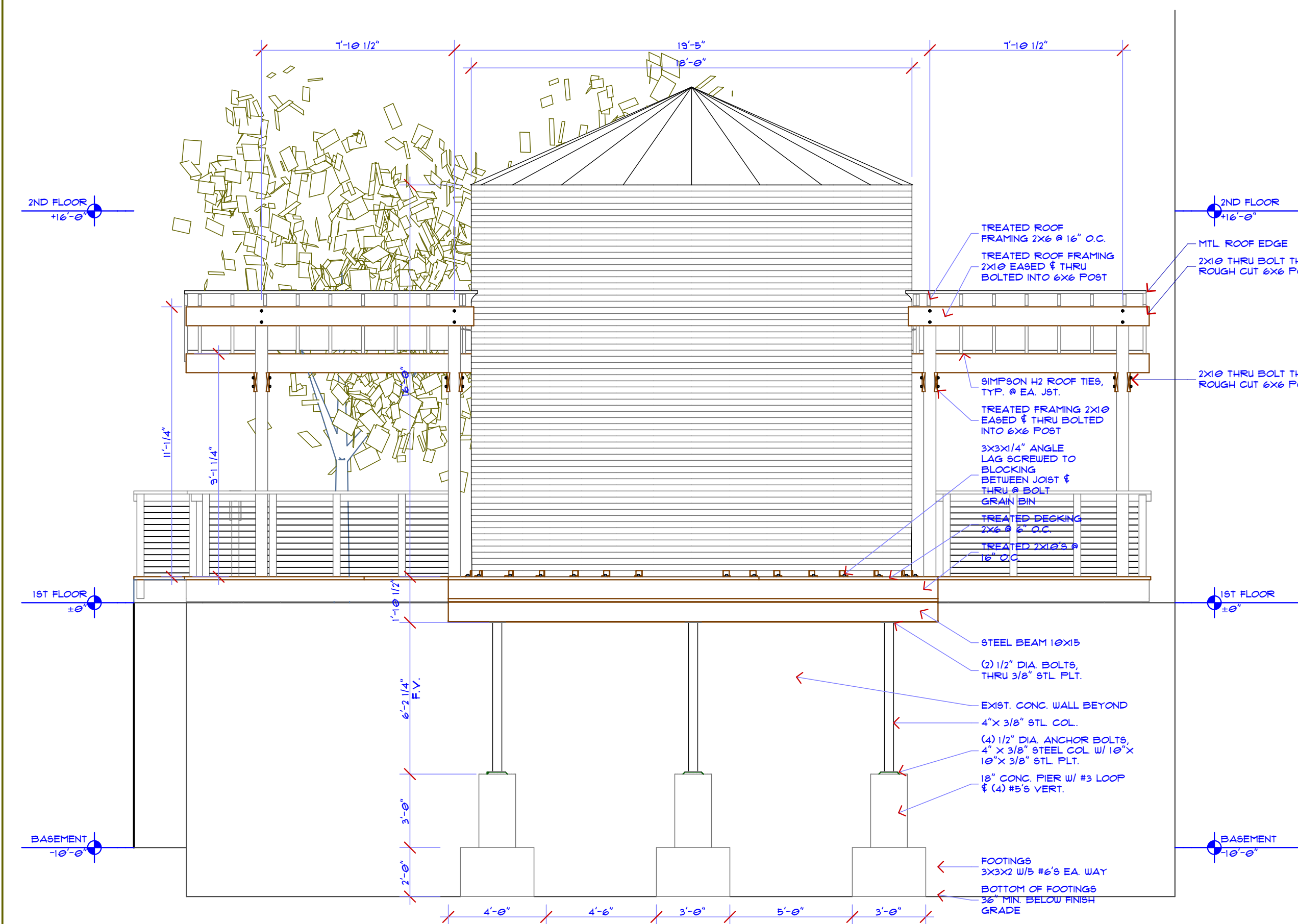
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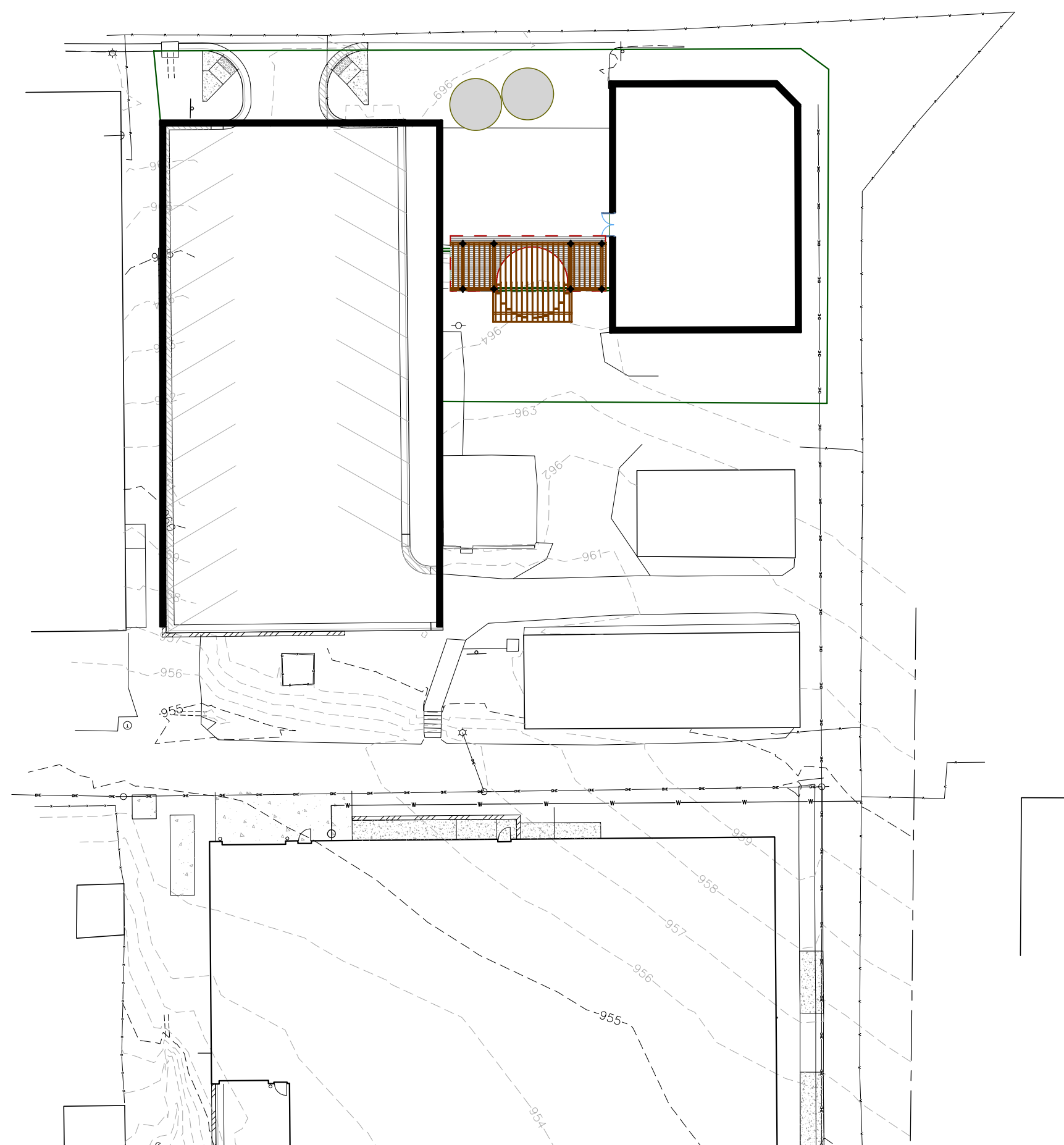
3 EAST ELEVATION
SCALE 1/4" = 1'-0"



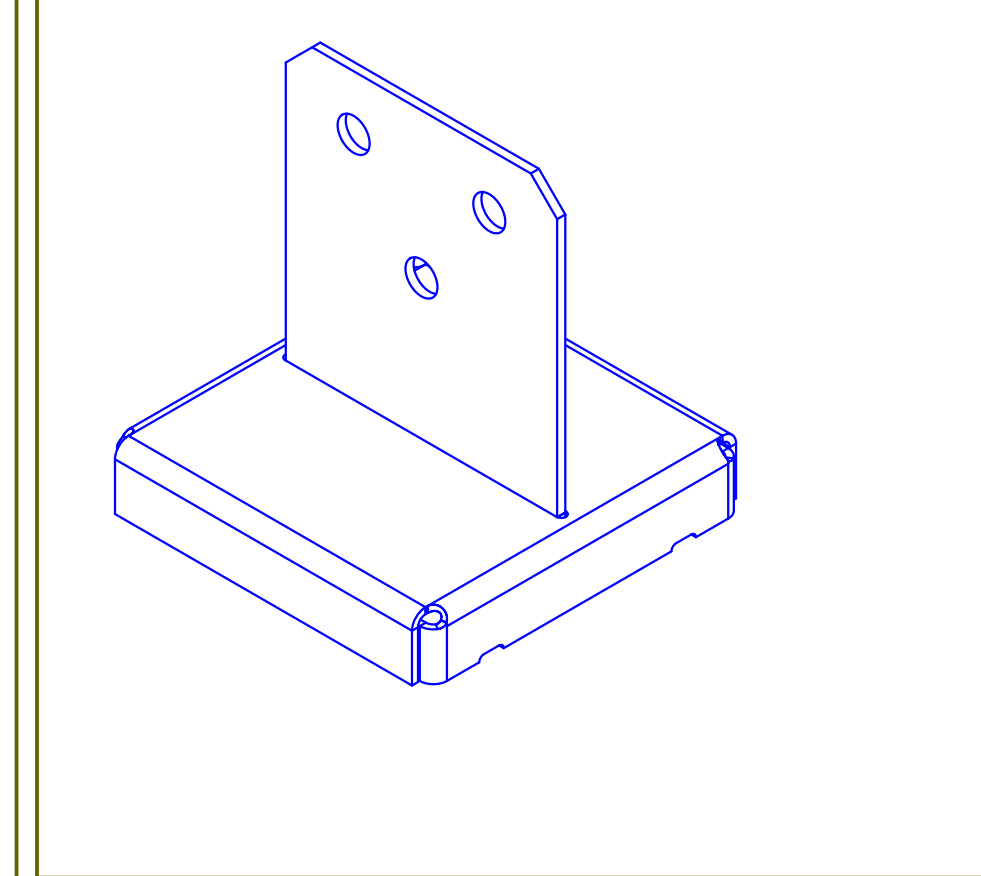
2 SOUTH ELEVATION
SCALE 1/4" = 1'-0"



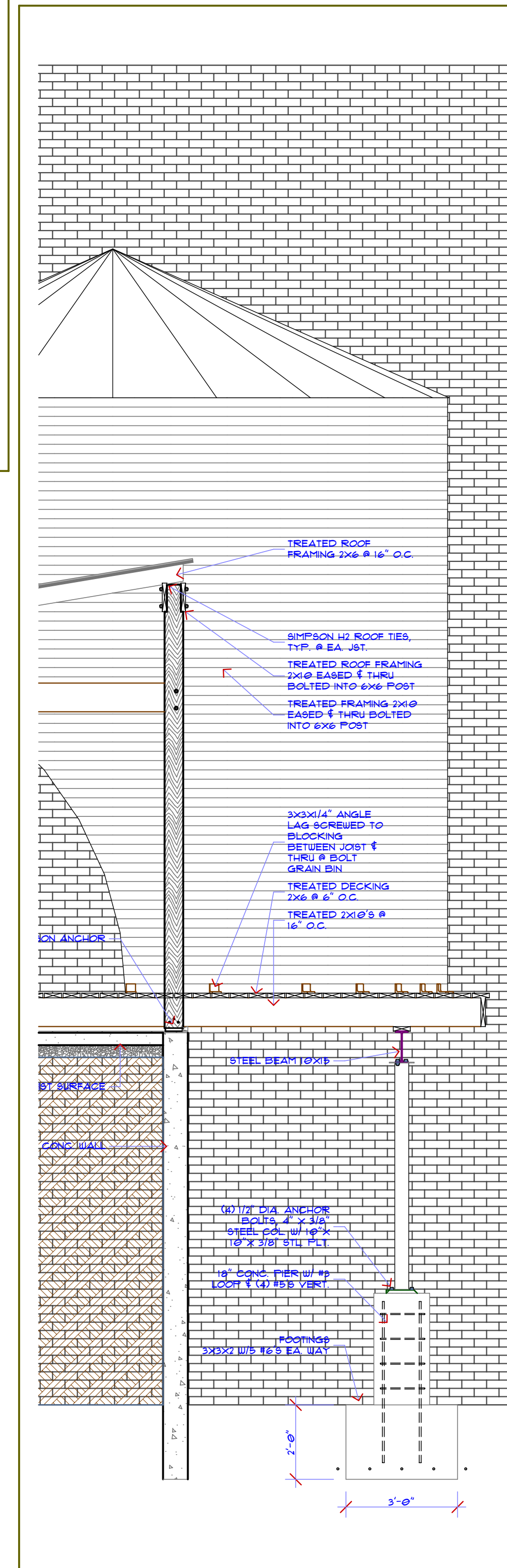
1 NORTH ELEVATION
SCALE 1/4" = 1'-0"



6 PLOT PLAN
SCALE 1" = 30'



5 CPT66Z-P
NOT TO SCALE



4 SECTION
SCALE 3/8" = 1'-0"



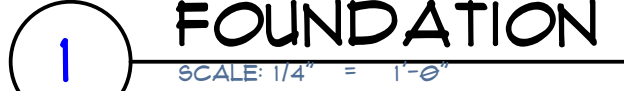
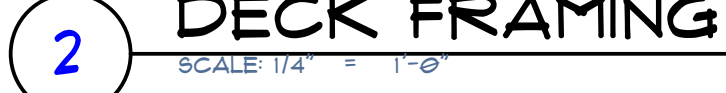
CONSULTANTS

THE BIN
200 E PEARL ST.
HARRISONVILLE, MISSOURI 64701

MARK	DATE	DESCRIPTION
04.28.22		CONSTRUCTION DOCUMENTS
		SHEET TITLE

PROJECT NO: 0126022
MODEL FILE:
DRAWN BY:
CHK'D BY:
COPYRIGHT 2022

Elev. & Sections
A2



7.0 SPECIAL INSPECTIONS REQUIRED

7.01 IN ACCORDANCE WITH IBC CHAPTER 17 SPECIAL INSPECTIONS ARE REQUIRED FOR THIS PROJECT. SPECIAL INSPECTS REQUIRED BUT NOT LIMITED TO THE FOLLOWING:

- a. EXCAVATIONS AND FILLING
- b. VERIFICATIONS OF SOILS
- c. PLACEMENT OF REINFORCING STEEL
- d. BOLTS INSTALLED IN CONCRETE
- e. INSTALLATION OF TEMPORARY SHORING
- f. PLACEMENT OF REINFORCED CONCRETE
- g. HIGH STRENGTH BOLTING
- h. STRUCTURAL WELDING
- i. STEEL FRAMING INSPECTION
- l. STRUCTURAL MASONRY

Packet Pg. 19



Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



Site



Site Looking Southwest



Site Looking South



Railing



Concepts

Outdoor Kitchen/Bar

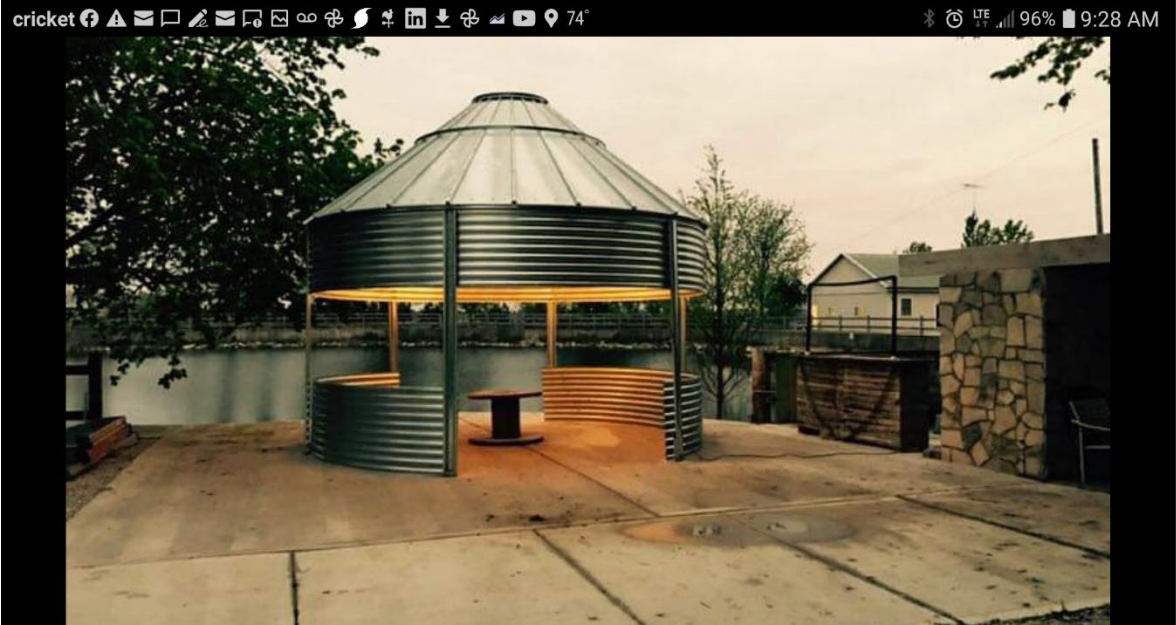


Image result for grain bin bar |...
pinterest.com

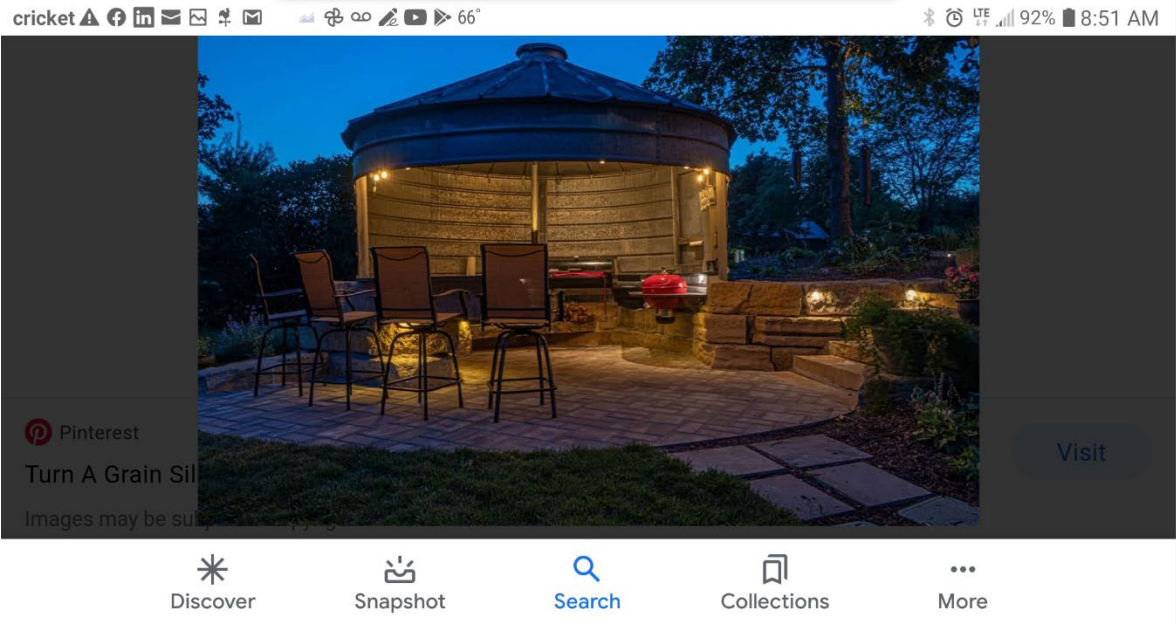


Grain Bin Bar - Lakeside Occa...
pinterest.com

Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



Outside



Attachment: Pictures-Concepts (Proposed Event Structure at 200 E. Pearl St.)



TO: Historic Preservation Commission
FROM: Christina Stanton,
DATE: June 27, 2022
SUBJECT: FY 2020 and FY 2021 Annual Reports

Type of Item: *Discussion*

A. Action Item (ID # 4235)

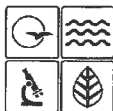
FY 2020 and FY 2021 Annual Reports

Attachments:

CLG Annual Report (Oct 2019 - Sept 2020) scanned (PDF)

CLG Annual Report (Oct 2020 - Sept 2021) scanned (PDF)

2019-2020



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 1 OF 7)

Have you or an immediate family member ever served in the U.S. Armed Forces? ☒ YES ☐ NO

Thank you for your service! If YES, would you like information about military-related services in Missouri? ☐ YES ☒ NO

RESET

BASIC INFORMATION

1. CLG IDENTIFICATION

NAME OF CITY/COUNTY: **City of Harrisonville** DATE CERTIFIED BY NPS: **8/24/93**

NAME OF HISTORIC PRESERVATION COMMISSION: **Harrisonville Historic Preservation Commission**

REPORT PREPARED BY (name): **Christina Stanton, AICP** PREPARER TITLE: **Director of Community Development**

2. CLG CONTACT INFORMATION (Official correspondence is directed to this individual. Their name and contact info is provided to the National Park Service.)

NAME: **Christina Stanton, AICP** TITLE: **Director of Community Development**

ADDRESS: **300 E. Pearl St.** CITY: **Harrisonville** STATE: **MO** ZIP: **64701**

TELEPHONE NUMBER WITH AREA CODE: **(816) 380-8922** FAX NUMBER WITH AREA CODE: **(816) 380-8906** EMAIL: **cstanton@harrisonville.com**

3. LIST ALL STAFF MEMBERS WITH DUTIES ASSIGNED TO LOCAL PRESERVATION PROGRAM OR HPC. INDICATE WHETHER STAFF MEETS THE SECRETARY OF THE INTERIOR'S PROFESSIONAL QUALIFICATION STANDARDS (https://www.nps.gov/history/local-law/arch_stnds_9.htm).

NAME	TITLE	SOI QUALIFIED
Christina Stanton, AICP	Director of Community Development	☒ YES ☐ NO ☐ DON'T KNOW
Jamie Martin	Administrative Assistant	☐ YES ☐ NO ☒ DON'T KNOW
		☐ YES ☐ NO ☐ DON'T KNOW

ORGANIZATION, PLANNING, AND OPERATIONAL DOCUMENTS

4. WERE ANY OF THE FOLLOWING NEWLY ADOPTED OR REVISED/AMENDED IN THE REPORTING YEAR?
Provide links or attachments. If not adopted or amended in the reporting year, when was each document type most recently developed/amended (if applicable).

DOCUMENT TYPE	YES	NO
PRESERVATION ORDINANCE (including amendments)	☐ YES ☒ NO	PRESERVATION PLAN (stand alone or a component of a local comprehensive plan) ☐ YES ☒ NO
BY-LAWS OR RULES OF PROCEDURE	☐ YES ☒ NO	SURVEY PLAN ☐ YES ☒ NO
FORMS FOR CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION, LOCAL HISTORIC LANDMARK/DISTRICT DESIGNATION, DEMOLITION, ETC.	☐ YES ☒ NO	FOR THE ENTIRE JURISDICTION ☐ YES ☒ NO
FLOW CHART OR GUIDE FOR COA APPLICANTS	☐ YES ☒ NO	Design Guidelines FOR A SPECIFIC HISTORIC DISTRICT? IF SO WHAT DISTRICT(S)? ☐ YES ☒ NO

HISTORIC PRESERVATION COMMISSION MEMBERSHIP

5. LIST ALL CURRENT HPC MEMBERS. ATTACH RESUME FOR EACH. CONTINUE ON NEXT PAGE AND ATTACH A CONTINUATION SHEET IF NEEDED.

NAME	TERM START DATE	TERM END DATE
David Atkinson	May 2020	May 2023
Newly appointed in the reporting year? ☒ YES ☐ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
Julie Cooper	May 2019	May 2022
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS
CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 2 OF 7)

HISTORIC PRESERVATION COMMISSION MEMBERSHIP (continued)

5. LIST ALL CURRENT HPC MEMBERS. ATTACH RESUME FOR EACH CURRENT MEMBER.

NAME Bill Woods	TERM START DATE May, 2019	TERM END DATE May, 2022
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? Architecture ☒ YES ☐ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Robert Wiseman	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☒ YES ☐ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME April McLaughlin	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☒ YES ☐ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Michael Weaver	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☒ YES ☐ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Claudia Kauzlarich	TERM START DATE May, 2018	TERM END DATE May, 2021
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
6. HAS A RESUME BEEN ATTACHED FOR EACH HPC MEMBER (and city staff if petitioning for responsibilities under IILB.11 of the Guidelines for Participation in Missouri's CLG Program)? ☒ YES ☐ NO		
7. DOES THE BOARD CONTAIN AT LEAST ONE MEMBER IN A PROFESSIONAL PRESERVATION FIELD (architecture, architectural history, history, prehistoric and historic archaeology, planning, urban design, cultural geography, cultural anthropology, folklore, curation, conservation, landscape architecture, or any other related disciplines or fields related to historic preservation)? ☒ YES ☐ NO If not, describe efforts to recruit professional members and additional expertise in the fields of architecture, architectural history, or archaeology when needed.		

8. LIST ANY EDUCATIONAL OR TRAINING SESSIONS ATTENDED BY HPC AND STAFF MEMBERS IN THE REPORTING YEAR.
CONTINUE ON NEXT PAGE AND ATTACH A CONTINUATION SHEET IF NEEDED.

NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 3 OF 7)

8. LIST ANY EDUCATIONAL OR TRAINING SESSIONS ATTENDED BY HPC AND STAFF MEMBERS IN THE REPORTING YEAR. ATTACH A CONTINUATION SHEET IF NEEDED (continued).

NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	

9. IF EACH HPC MEMBER DID NOT RECEIVE AT LEAST ONE TRAINING, PROVIDE AN EXPLANATION AND DESCRIBE EFFORTS TO OBTAIN THE REQUIRED ANNUAL TRAINING.

Training was discussed at three meetings (November 6, 2019; August 5, 2020; and September 2, 2020). During the August 5, 2020, regular meeting former City Planner, Roger Kroh, stated that the 2020 Missouri Alliance for Historic Preservation was cancelled due to COVID-19. Kroh further stated that there are a number of online training options. During the September 2, 2020, regular meeting online training options were discussed briefly again. It appears staff was having difficulty locating an online training that was in the 30-minute time range.



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 4 OF 7)

HISTORIC PRESERVATION COMMISSION ACTIVITY

10. HPC MEETINGS MUST BE HELD REGULARLY AT LEAST FOUR (4) TIMES PER YEAR. WHAT IS THE HPC'S REGULAR MEETING SCHEDULE? (e.g. First Tuesday of each month at 6:00 PM)

First Wednesday of each month at 12:00 p.m.

11. HAS THE HPC DEVELOPED A WORK PLAN OR LIST OF GOALS SEPARATE FROM THE CITY'S COMPREHENSIVE PRESERVATION PLAN? IF SO, ATTACH.

☐ YES

☐ NO

12. LIST ALL MEETINGS HELD IN THE REPORTING YEAR (meetings that were actually held with a quorum, not just scheduled).

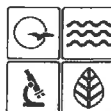
REGULAR MEETING DATES		SPECIAL MEETING DATES	WORK/STUDY SESSION DATES
November 6, 2019			
January 8, 2020			
February 19, 2020			
August 5, 2020			
September 2, 2020			

13. DID THE HPC DEVELOP, SPONSOR, OR PARTICIPATE IN ANY PUBLIC OUTREACH, EDUCATION, OR INTERPRETIVE EVENTS OR RESOURCES IN THE REPORTING YEAR? IF YES, DESCRIBE.

☐ YES

☒ NO

Attachment: CLG Annual Report (Oct 2019 - Sept 2020) scanned (FY 2020 and FY 2021 Annual Reports)



MISSOURI DEPARTMENT OF NATURAL RESOURCES

DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 5 OF 7)

LOCAL DESIGNATION & REVIEW

14. HOW MANY RESOURCES HAVE BEEN DESIGNATED LOCALLY IN TOTAL (since the HPC was initially formed)? 0
FOR DISTRICTS, COUNT ANY CONTRIBUTING BUILDINGS OR OBJECTS INDIVIDUALLY (if known).

15. LIST ANY LOCAL LANDMARKS OR DISTRICTS THAT WERE NEWLY LISTED DURING THE REPORTING YEAR.
Attach a list of all locally designated landmarks and districts including property name (if applicable), address, and date of listing. 0

16. HOW MANY COA APPLICATIONS (including new construction, alterations, demolition, or relocation) DID THE HPC OR STAFF CONSIDER DURING THE REPORTING YEAR?

TOTAL # REVIEWED

2

REVIEWED BY FULL HPC

2

REVIEWED BY CITY STAFF ONLY
(administrative approval) 0

SURVEY AND INVENTORY

17. LIST ANY CULTURAL RESOURCE SURVEYS
(architectural or archaeological)
IN PROCESS OR COMPLETED DURING THE REPORTING YEAR

IN CONFORMANCE WITH ALL
SHPO STANDARDS FOR CULTURAL
RESOURCE INVENTORY?

ON FILE WITH THE SHPO?

COMPLETED WITH SUPPORT
OF AN HPF GRANT?

N/A

☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO☐ YES ☐ NO

18. HAVE ADDITIONAL INVENTORY ACTIVITIES NOT CONFORMING TO SHPO STANDARDS (i.e. for local use only) BEEN UNDERTAKEN
(winners of local preservation awards, century houses, etc.)? IF YES, DESCRIBE.

☐ YES ☒ NO

NATIONAL REGISTER OF HISTORIC PLACES

19. DOES THE HPC REVIEW ALL NEW NATIONAL REGISTER OF HISTORIC PLACES (NRHP) NOMINATIONS AND SUBMIT WRITTEN COMMENT
TO THE SHPO WITHIN THE REQUIRED TIME FRAME?

☒ YES ☐ NO

20. DOES THE MAYOR OR HIGHEST ELECTED OFFICIAL REVIEW ALL NEW NRHP NOMINATIONS AND SUBMIT WRITTEN COMMENT
TO THE SHPO WITHIN THE REQUIRED TIME FRAME?

☒ YES ☐ NO

21. WERE ANY PROPERTIES IN THE JURISDICTION ADDED TO THE NRHP DURING THE REPORTING YEAR? IF SO, LIST THEM.

☐ YES ☒ NO



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 6 OF 7)

NARRATIVE QUESTIONS

22. DISCUSS ANY NOTABLE ACCOMPLISHMENTS OR ACHIEVEMENTS FROM THE PAST YEAR.

At the November 6, 2019, regular meeting there were presentations and discussions about the activities of the Harrisonville Love the Square group and the Harrisonville Area Chamber of Commerce. At the January 8, 2020, regular meeting staff discussed the state evaluation of the Harrisonville HPC Program and the FY 2019 Annual Report.

23. DISCUSS ANY PROBLEMS ENCOUNTERED IN THE PAST YEAR.

Difficulties due to changing support staff and COVID. Additionally, it appears that staff had difficulty locating online trainings that weren't too long for the meeting.

24. DISCUSS ANY PLANNED ACTIVITY, PROJECTS, OR BUSINESS FOR THE UPCOMING FEDERAL FISCAL YEAR (Oct. 1 - Sept. 30).

Virtual training. Staff is working to select a consultant to prepare a Preservation Plan.



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 7 OF 7)

ATTACHMENT CHECKLIST (MAY BE LINKS TO ONLINE DOCUMENTS)

HPC MEETING MINUTES	☒ YES	☐ NO
RESUMES FOR ALL HPC MEMBERS	☒ YES	☐ NO
RESUMES FOR CITY STAFF (only required if petitioning for responsibilities under section III.B.11 of the "guidelines for participation")	☐ YES	☒ NO
CURRENT HPC WORK PLAN/GOALS	☐ YES	☒ NO
LIST OF ALL LOCALLY DESIGNATED LANDMARKS AND HISTORIC DISTRICTS No local districts; only one national register district.	☐ YES	☒ NO
CURRENT PRESERVATION ORDINANCE	☒ YES	☐ NO
CURRENT BY-LAWS OR ADMINISTRATIVE RULES	☒ YES	☐ NO
CURRENT PRESERVATION PLAN	☒ YES	☐ NO
CURRENT SURVEY PLAN	☒ YES	☐ NO

MO 780-2952 (9-21)

Attachment: CLG Annual Report (Oct 2019 - Sept 2020) scanned (FY 2020 and FY 2021 Annual Reports)

2020-2021

4.A.B



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 1 OF 7)

Have you or an immediate family member ever served in the U.S. Armed Forces? ☒ YES ☐ NO

Thank you for your service! If YES, would you like information about military-related services in Missouri? ☐ YES ☒ NO

RESET

BASIC INFORMATION

1. CLG IDENTIFICATION

NAME OF CITY/COUNTY: **City of Harrisonville** DATE CERTIFIED BY NPS: **8/24/93**

NAME OF HISTORIC PRESERVATION COMMISSION: **Harrisonville Historic Preservation Commission**

REPORT PREPARED BY (name): **Christina Stanton, AICP** PREPARER TITLE: **Director of Community Development**

2. CLG CONTACT INFORMATION (Official correspondence is directed to this individual. Their name and contact info is provided to the National Park Service.)

NAME: **Christina Stanton, AICP** TITLE: **Director of Community Development**

ADDRESS: **300 E. Pearl St.** CITY: **Harrisonville** STATE: **MO** ZIP: **64701**

TELEPHONE NUMBER WITH AREA CODE: **(816) 380-8922** FAX NUMBER WITH AREA CODE: **(816) 380-8906** EMAIL: **cstanton@harrisonville.com**

3. LIST ALL STAFF MEMBERS WITH DUTIES ASSIGNED TO LOCAL PRESERVATION PROGRAM OR HPC. INDICATE WHETHER STAFF MEETS THE SECRETARY OF THE INTERIOR'S PROFESSIONAL QUALIFICATION STANDARDS (https://www.nps.gov/history/local-law/arch_strds_9.htm).

NAME	TITLE	SOI QUALIFIED
Christina Stanton, AICP	Director of Community Development	☒ YES ☐ NO ☐ DON'T KNOW
Jamie Martin	Administrative Assistant	☐ YES ☐ NO ☒ DON'T KNOW
		☐ YES ☐ NO ☐ DON'T KNOW

ORGANIZATION, PLANNING, AND OPERATIONAL DOCUMENTS

4. WERE ANY OF THE FOLLOWING NEWLY ADOPTED OR REVISED/AMENDED IN THE REPORTING YEAR?
Provide links or attachments. If not adopted or amended in the reporting year, when was each document type most recently developed/amended (if applicable).

DOCUMENT TYPE	YES	NO
PRESERVATION ORDINANCE (including amendments)	☐ YES ☒ NO	
PRESERVATION PLAN (stand alone or a component of a local comprehensive plan)		☒ YES ☐ NO
BY-LAWS OR RULES OF PROCEDURE	☐ YES ☒ NO	
SURVEY PLAN		☐ YES ☒ NO
FORMS FOR CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION, LOCAL HISTORIC LANDMARK/DISTRICT DESIGNATION, DEMOLITION, ETC.	☐ YES ☒ NO	
FOR THE ENTIRE JURISDICTION		☐ YES ☒ NO
FLOW CHART OR GUIDE FOR COA APPLICANTS	☐ YES ☒ NO	
FOR A SPECIFIC HISTORIC DISTRICT? IF SO WHAT DISTRICT(S)?		☐ YES ☒ NO

HISTORIC PRESERVATION COMMISSION MEMBERSHIP

5. LIST ALL CURRENT HPC MEMBERS. ATTACH RESUME FOR EACH. CONTINUE ON NEXT PAGE AND ATTACH A CONTINUATION SHEET IF NEEDED.

NAME	TERM START DATE	TERM END DATE
David Atkinson	May, 2020	May, 2023
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
Julie Cooper	May, 2019	May, 2022
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		

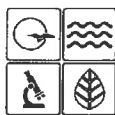


MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS
CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 2 OF 7)

HISTORIC PRESERVATION COMMISSION MEMBERSHIP (continued)

5. LIST ALL CURRENT HPC MEMBERS. ATTACH RESUME FOR EACH CURRENT MEMBER.

NAME Bill Woods	TERM START DATE May, 2019	TERM END DATE May, 2022
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? Architecture ☒ YES ☐ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Robert Wiseman	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME April McLaughlin	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Michael Weaver	TERM START DATE May, 2020	TERM END DATE May, 2023
Newly appointed in the reporting year? ☐ YES ☒ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
NAME Donna Hotchkiss	TERM START DATE May, 2021	TERM END DATE May, 2024
Newly appointed in the reporting year? ☒ YES ☐ NO	Preservation professional? If yes, what discipline? ☐ YES ☒ NO	
Is this member an ex-officio representative of another local board or organization? If yes, which one? ☐ YES ☒ NO		
6. HAS A RESUME BEEN ATTACHED FOR EACH HPC MEMBER (and city staff if petitioning for responsibilities under III.B.11 of the Guidelines for Participation in Missouri's CLG Program)? ☒ YES ☐ NO		
7. DOES THE BOARD CONTAIN AT LEAST ONE MEMBER IN A PROFESSIONAL PRESERVATION FIELD (architecture, architectural history, history, prehistoric and historic archaeology, planning, urban design, cultural geography, cultural anthropology, folklore, curation, conservation, landscape architecture, or any other related disciplines or fields related to historic preservation)? ☒ YES ☐ NO If not, describe efforts to recruit professional members and additional expertise in the fields of architecture, architectural history, or archaeology when needed.		
8. LIST ANY EDUCATIONAL OR TRAINING SESSIONS ATTENDED BY HPC AND STAFF MEMBERS IN THE REPORTING YEAR. CONTINUE ON NEXT PAGE AND ATTACH A CONTINUATION SHEET IF NEEDED.		
NAME OF TRAINING	TRAINING PROVIDER	
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED		
NAME OF TRAINING	TRAINING PROVIDER	
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED		



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 3 OF 7)

8. LIST ANY EDUCATIONAL OR TRAINING SESSIONS ATTENDED BY HPC AND STAFF MEMBERS IN THE REPORTING YEAR. ATTACH A CONTINUATION SHEET IF NEEDED (continued).

NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	
NAME OF TRAINING	TRAINING PROVIDER
NAME(S) OF HPC MEMBERS/STAFF WHO ATTENDED	

9. IF EACH HPC MEMBER DID NOT RECEIVE AT LEAST ONE TRAINING, PROVIDE AN EXPLANATION AND DESCRIBE EFFORTS TO OBTAIN THE REQUIRED ANNUAL TRAINING.

During the August 4, 2021, regular meeting Historic Preservation Consultant, Christy Davis, reviewed final recommendations for the Preservation Plan with the Commission. The first of these recommendations was "staff routinely review NAPC (National Alliance of Preservation Commissions) publications and attend NAPC training sessions whenever possible. NAPC will be offering a ritual summer course on August 24-25, 2021. In addition, we recommend that the Commission schedule a training specific to the Secretary of the Interior's Standards for Rehabilitation as they relate to commercial buildings."



MISSOURI DEPARTMENT OF NATURAL RESOURCES

DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 4 OF 7)**HISTORIC PRESERVATION COMMISSION ACTIVITY**

10. HPC MEETINGS MUST BE HELD REGULARLY AT LEAST FOUR (4) TIMES PER YEAR. WHAT IS THE HPC'S REGULAR MEETING SCHEDULE? (e.g. First Tuesday of each month at 6:00 PM)

First Wednesday of each month at 12:00 p.m.

11. HAS THE HPC DEVELOPED A WORK PLAN OR LIST OF GOALS SEPARATE FROM THE CITY'S COMPREHENSIVE PRESERVATION PLAN? IF SO, ATTACH.

☐ YES☐ NO

12. LIST ALL MEETINGS HELD IN THE REPORTING YEAR (meetings that were actually held with a quorum, not just scheduled).

REGULAR MEETING DATES		SPECIAL MEETING DATES	WORK/STUDY SESSION DATES
October 7, 2020			
November 4, 2020			
December 17, 2020			
January 6, 2021			
February 3, 2021			
June 3, 2021			
July 14, 2021			
August 4, 2021			
September 15, 2021			

13. DID THE HPC DEVELOP, SPONSOR, OR PARTICIPATE IN ANY PUBLIC OUTREACH, EDUCATION, OR INTERPRETIVE EVENTS OR RESOURCES IN THE REPORTING YEAR? IF YES, DESCRIBE.

☐ YES☒ NO

Attachment: CLG Annual Report (Oct 2020 - Sept 2021) scanned (FY 2020 and FY 2021 Annual Reports)



MISSOURI DEPARTMENT OF NATURAL RESOURCES

DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 5 OF 7)

LOCAL DESIGNATION & REVIEW

14. HOW MANY RESOURCES HAVE BEEN DESIGNATED LOCALLY IN TOTAL (since the HPC was initially formed)?
FOR DISTRICTS, COUNT ANY CONTRIBUTING BUILDINGS OR OBJECTS INDIVIDUALLY (if known). 0

15. LIST ANY LOCAL LANDMARKS OR DISTRICTS THAT WERE NEWLY LISTED DURING THE REPORTING YEAR.
Attach a list of all locally designated landmarks and districts including property name (if applicable), address, and date of listing. 0

16. HOW MANY COA APPLICATIONS (including new construction, alterations, demolition, or relocation) DID THE HPC OR STAFF CONSIDER DURING THE REPORTING YEAR?

TOTAL # REVIEWED

7

REVIEWED BY FULL HPC

7

REVIEWED BY CITY STAFF ONLY
(administrative approval) 0

SURVEY AND INVENTORY

17. LIST ANY CULTURAL RESOURCE SURVEYS
(architectural or archaeological)
IN PROCESS OR COMPLETED DURING THE REPORTING YEAR

N/A

IN CONFORMANCE WITH ALL
SHPO STANDARDS FOR CULTURAL
RESOURCE INVENTORY?☐ YES ☐ NO

ON FILE WITH THE SHPO?

☐ YES ☐ NOCOMPLETED WITH SUPPORT
OF AN HPF GRANT?☐ YES ☐ NO

18. HAVE ADDITIONAL INVENTORY ACTIVITIES NOT CONFORMING TO SHPO STANDARDS (i.e. for local use only) BEEN UNDERTAKEN
(winners of local preservation awards, century houses, etc.)? IF YES, DESCRIBE.

☐ YES ☒ NO

NATIONAL REGISTER OF HISTORIC PLACES

19. DOES THE HPC REVIEW ALL NEW NATIONAL REGISTER OF HISTORIC PLACES (NRHP) NOMINATIONS AND SUBMIT WRITTEN COMMENT
TO THE SHPO WITHIN THE REQUIRED TIME FRAME?

☒ YES ☐ NO

20. DOES THE MAYOR OR HIGHEST ELECTED OFFICIAL REVIEW ALL NEW NRHP NOMINATIONS AND SUBMIT WRITTEN COMMENT
TO THE SHPO WITHIN THE REQUIRED TIME FRAME?

☒ YES ☐ NO

21. WERE ANY PROPERTIES IN THE JURISDICTION ADDED TO THE NRHP DURING THE REPORTING YEAR? IF SO, LIST THEM.

☐ YES ☒ NO



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 6 OF 7)

NARRATIVE QUESTIONS

22. DISCUSS ANY NOTABLE ACCOMPLISHMENTS OR ACHIEVEMENTS FROM THE PAST YEAR.

Harrisonville's 2021 Preservation Plan was discussed at multiple meetings with the HPC and ultimately approved the adoption.

23. DISCUSS ANY PROBLEMS ENCOUNTERED IN THE PAST YEAR.

Difficulties due to changing support staff and COVID. Unable to locate minutes from some meetings.

24. DISCUSS ANY PLANNED ACTIVITY, PROJECTS, OR BUSINESS FOR THE UPCOMING FEDERAL FISCAL YEAR (Oct. 1 - Sept. 30).

Virtual training. Staff is also hopeful to apply for a grant to assist with updating the Historical Survey and Period of Significance for the Downtown Square's Historic District.



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT (PAGE 7 OF 7)

ATTACHMENT CHECKLIST (MAY BE LINKS TO ONLINE DOCUMENTS)

HPC MEETING MINUTES	☒ YES	☐ NO
RESUMES FOR ALL HPC MEMBERS	☒ YES	☐ NO
RESUMES FOR CITY STAFF (only required if petitioning for responsibilities under section III.B.11 of the "guidelines for participation")	☒ YES	☐ NO
CURRENT HPC WORK PLAN/GOALS See Recommendations section of 2021 Historic Preservation Plan.	☒ YES	☐ NO
LIST OF ALL LOCALLY DESIGNATED LANDMARKS AND HISTORIC DISTRICTS No local districts; only one national register district.	☐ YES	☒ NO
CURRENT PRESERVATION ORDINANCE	☒ YES	☐ NO
CURRENT BY-LAWS OR ADMINISTRATIVE RULES	☒ YES	☐ NO
CURRENT PRESERVATION PLAN	☒ YES	☐ NO
CURRENT SURVEY PLAN	☒ YES	☐ NO

MO 780-2952 (9-21)

Attachment: CLG Annual Report (Oct 2020 - Sept 2021) scanned (FY 2020 and FY 2021 Annual Reports)