



**AGENDA
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
SEPTEMBER 2, 2026
12:00 PM**

- 1. Call to Order**
 - A. Roll Call**
- 2. Approval of Minutes**
 - A. Minutes from the July 1, 2026, Meeting**
- 3. Certificate of Appropriateness**
 - A. Appl. COA-26-003--Certificate of Appropriateness for 102 S. Independence St.**
- 4. Discussion Items**
- 5. Adjourn**

Posted on City Hall Bulletin Board this 26th day of August, 2026.

Daniel Barnett, City Clerk



**MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
JULY 1, 2026
12:00 PM**

1. Call to Order

The meeting was called to order by Commissioner Wiseman at 12:01 PM.

The meeting was called to order by Commissioner Wiseman at 12:01 PM.

A. Roll Call

Attendee Name	Title	Status
David Atkinson	Chairman	Excused
April McLaughlin	Vice-Chairman	Excused
Dale Franklin	Commissioner	Present
Amanda Stites	Commissioner	Present
Bing Schimmelpfenning	Commissioner	Present
Robert Wiseman	Commissioner	Present
Cameron Chenoweth	Commissioner	Present
Aldermen Davidson	Aldermen Liaison	Excused

Others Present: Cole Putthoff, Applicant; Casey Hofer, Building and Codes Supervisor; Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Minutes from the June 3, 2026, meeting.

RESULT: **Approved**

MOVER: Dale Franklin

SECONDER: Amanda Stites

AYES: Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert

Wiseman, Cameron Chenoweth
EXCUSED: David Atkinson, April McLaughlin, Aldermen Davidson

3. Action Items

A. Selection of Chairman and Vice-Chairman

Chairman Nominee: David Atkinson

MOVER: Bing Schimmelpfenning

SECONDER: Dale Franklin

AYES: Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Cameron Chenoweth

EXCUSED: David Atkinson, April McLaughlin, Aldermen Davidson

Vice-Chairman April McLaughlin

Nominee:

MOVER: Robert Wiseman

SECONDER: Dale Franklin

AYES: Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Cameron Chenoweth

EXCUSED: David Atkinson, April McLaughlin, Aldermen Davidson

4. Certificate of Appropriateness

A. Appl. COA-26-001 and 002--Certificates of Appropriateness for 101 and 103 S. Lexington St.

RESULT: Paint Colors - Approved

MOVER: Amanda Stites

SECONDER: Bing Schimmelpfenning

AYES: Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Cameron Chenoweth

EXCUSED: David Atkinson, April McLaughlin, Gary Davidson

RESULT: Windows - Approved

MOVER: Bing Schimmelpfenning

SECONDER: Cameron Chenoweth

AYES: Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Cameron Chenoweth

EXCUSED: David Atkinson, April McLaughlin, Gary Davidson

Director Stanton presented the Staff Report for an application for Certificates of Appropriateness. She said the applicant has requested Certificates of Appropriateness to allow for recently replaced windows and to change the paint color, using Iron Ore and Natural Linen, as indicated in the Paint Color attachment.

101 S. Lexington Street was built in 1888 and altered in 1925 after a fire that had broke out at 103 S. Lexington Street.

- The National Register Nomination for the Square states that the display windows are modern, this was in 1991. The nomination also mentions the modern brick bulkhead, and the cast-iron lintel. The building is contributing.
- Recent survey work, Phase I, completed by Civil & Environmental Consultants, Inc. states that the building is still contributing despite facade changes that occurred due to the 1925 fire.
- Staff provided a snip of a 1911 postcard along with a quote from the Phase I survey work: "...the original facade which had a much more elaborate cornice with a central pediment... The storefront still had a recessed entry with cast iron pilasters and bulkheads..."

103 S. Lexington Street was built in 1900 and altered in 1909, 1925, 1970, and 2000.

- The National Register Nomination for the Square states that the building has Tudor Revival elements and that the main entrance is a modern aluminum-framed glass door. Second floor windows were also described as modern 8/1 light, double hung, and it is stated that the upper-half of each opening was filled with brick.
- Recent survey work from Phase I that was completed by Civil & Environmental Consultants, Inc. state that the building "retains sufficient integrity to be considered contributing to the Harrisonville Courthouse Square Historic Districts in the areas of commerce and architecture".

Under the Analysis Section of the Staff Report:

- Changes that are visible from the street require approval from the HPC.
 - In "Harrisonville's Guidebook for Landmarks and Preservation Districts", under Section III - Painting, Guidelines for Harrisonville's Historic Preservation Districts and Landmarks, subpart "A", states that the "HPC must approve color selection and will emphasize colors that fit the style and age of the building and complement the overall color schemes on the street. Avoid using bright or obtrusive colors, or a single color for the entire building."
 - In "Harrisonville's Guidebook for Landmarks and Preservation Districts", under Section V - Windows and Door Changes, Guidelines for Harrisonville's Historic Preservation Districts and Landmarks, subpart "B" is specifically pertaining to "changes [that are] not visible from any street"; however, it is worth noting that even these areas that typically have a lower level of scrutiny state that "New windows and doors must be compatible in height, width and style with original windows and doors..."

Director Stanton said that Mr. Putthoff came and spoke before the Commission on September 3, 2025, to discuss some of the work he had done on the north facade of 101 and the interior rehab work being completed on both 101 and 103 S. Lexington Street. At this time there was a brief discussion on the windows for the storefronts and mentioned changing the green. Since that time, staff has reminded Mr. Putthoff, on multiple occasions that a formal Certificate of Appropriateness needed to be submitted for any proposed changes to those portions of the buildings that are visible from the streets rights-of-way.

Pertaining to the Windows:

- It is worth noting that many of the windows that have been replaced appear to be consistent with others that have been replaced around the Historic Square.
- However, it has been noted that the 2nd floor windows at 103 S. Lexington Street are somewhat different. Staff understands that this is due to the larger window openings, as is detailed in Mr. Putthoff's applications. Staff would like to note that the original window openings were previously reduced by the space above the top half being covered, as is visible from the Google Street View Images.

Additionally, it is worth noting that there is a mixture of buildings with three panes separated by two muntins on the 2nd floor and those with two panes separated by one muntin- some with additional material filling in a portion of the window opening to reduce the size of the window.

- Buildings with three panes on the 2nd floor include:
 - On the south side- 105, 107, 109, 113, and 115 E. Wall Street;
 - 100 W. Pearl Street at the northwest corner;
 - 104 and 106 N. Independence Street just north of the north-west corner.
- Portions of the 2nd floor window openings are closed in or covered in some fashion at 101 W. Wall Street, 104 and 116 S. Independence Street.

Pertaining to the Colors (Paint):

- Staff has concerns about the color being too dark and creating the same recessed appearance and modernized effect that staff was previously warned about by SHPO.
- The applicant is requesting to paint the two cast iron pilasters at 101 S Lexington Street such that the base color proposed is the dark SW 7069- Iron Ore and the details are proposed to be painted SW 9190- Natural Linen. Neither of these colors are considered historic colors.
- Staff has provided Preservation Briefs #11 and #27 as attachments and valuable references for both the applicant as well as HPC.
 - Preservation Brief #11:
Rehabilitating Historic Storefronts, provides some basic history and guidance along with recommended preservation treatments.
 - Preservation Brief #27:
Maintenance and Repair of Architectural Cast Iron, contains a plethora of information on architectural cast iron including cleaning and paint removal on page 7, and some very important information regarding what types of paint to and NOT to use on page 9.
- Additionally, staff would like to note that after reviewing the picture of the 1911 postcard, it seems the original style was likely Italianate style but unfortunately this detail was largely lost in the 1925 fire except for the two cast iron pilasters. Staff researched the names

embossed on the pilasters, "Scherpe & Koken", and was able to locate the 1887 catalogue from that company and identify the exact model, No. 125. Screenshots of this information is included as the Scherpe & Koken attachment. Moreover, staff believes that the current colors of the two cast iron pilasters are likely the original colors, though it is impossible to know for sure without a paint analysis being done.

Section 405.455 lists standards for review that the Historic Preservation Commission is to use to help guide their review of an application for a Certificate of Appropriateness. Of these standards, B, E, and H are the most appropriate to consider for this application. The last attachment included for these applications contains Section 405.455.

The Applicant is seeking approval of:

- The replaced windows; and
- The paint colors proposed for the exterior facades as shown on the attachments.

The Commission may:

- Approve the request for Certificates of Appropriateness; or
- Conditionally approve the applications for Certificate of Appropriateness; or
- Deny the requests for Certificates of Appropriateness.

Staff recommends approval of the requested Certificates of Appropriateness with the suggestion that the proposed colors for the cast iron pilasters be reversed so that the lighter color, Natural Linen, is the primary and the details are painted the darker color, Iron Ore, to better maintain the integrity of the cast iron pilasters.

Bing Schimmelpfenning commented that it appeared the pillars had been painted throughout the years.

Amanda Stites commented that the Commission had been advised to lessen the dark colors, but that the Commission had made exceptions in the past.

Robert Wiseman said that it looks like the pilasters had been painted a dark color for a while since the picture on page 47 looks like they match the Rexall sign.

Mr. Putthoff told the Commission that he had an engineer and an architect look at the structure and made repairs accordingly. He said he had researched the columns.

Mr. Schimmelpfenning commented that he would like to see as much as possible preserved.

Director Stanton said that the applicant was hoping to use the Iron Ore color as the base and the Natural Linen to make the details pop.

Mr. Putthoff said he intends to paint the stucco and the brick on the front of the building, which is already painted green, the Iron Ore color.

Mr. Schimmelpfenning asked what color Mr. Putthoff planned to use for the beam across the front.

Mr. Putthoff said he planned to use the Natural Linen.

After discussion, the Commission and Mr. Putthoff agreed on using the Natural Linen color on the vertical pilasters, trim and the metal at both 101 & 103 S. Lexington Street, and the Iron Ore for the details, the already painted green brick, and the recently redone stucco.

Amanda Stites made a motion to approve the paint as colors as documented per the discussion.

Bing Schimmelpfenning seconded. The motion passed unanimously.

There was a brief discussion about the windows.

Director Stanton said that she had looked at the windows around the square and that there are many with the three frames.

Mr. Putthoff said that there are limitations on the size of windows that are made and that is why the transoms are different sizes on the two buildings.

Robert Wiseman asked if the windows were single or double hung. Mr. Putthoff said they are single.

Bing Schimmelpfenning made a motion to approve the windows as presented. Cameron Chenoweth seconded. The motion passed unanimously.

5. Discussion Items

A. Code Amendments to Divisions 7 - 10, Article XVI

RESULT:	Approved
MOVER:	Bing Schimmelpfenning
SECONDER:	Cameron Chenoweth
AYES:	Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Cameron Chenoweth
EXCUSED:	David Atkinson, April McLaughlin, Gary Davidson

Director Stanton presented the Staff Report for proposed Code Amendments to Divisions VII - X.

- Division VII- Maintenance of Properties;
- Division VIII- Appeals;
- Division IX- Fees and Penalties; and
- Division X- Guidelines for Landmarks and Preservation Districts.

The amendments proposed sheet to review, update, and add consistency and clarity.

The review and update of our regulations is recommended by the SHPO, the 2021 Historic Preservation Plan, and as a general best practice.

The amendments proposed come from a review of the historic preservation regulations of ten other jurisdictions with a historic downtown square, and a comparison of the Model Ordinance from SHPO.

- Staff recommends the removal of Subpart B, Section 405.464, as the definition for Ordinary Maintenance was added to the Definitions Section, 405.345, in Division I. This change eliminates redundancy.
- Staff also recommends striking the current list of defects for the "Minimum Maintenance Requirement" and replacing the list with those recommended in the SHPO Model Ordinance. Note that several of the current items cannot be reasonably observed from any street right-of-way and are internal to the structure.
- Additionally, staff is recommending moving present-day Section 405.465.E up under the language for "Minimum Maintenance Requirement" to better align with the SHPO

Model Ordinance.

- Correction to Divisions VIII, IX, and X are fairly minor in nature but provide clarity and consistency.

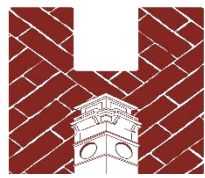
The sum of the amendments that we have reviewed from March through today will go to the Planning & Zoning Commission on August 20th and to the Board of Aldermen on September 8, 2026, for review and approval. The second reading and adoption will be September 21st.

6. Adjourn

With nothing further to come before the Commission, Bing Shimmelpfenning made a motion to adjourn. Dale Franklin seconded. The meeting was adjourned at 12:57 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

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

To: Historic Preservation Commission

From: Christina Stanton, AICP, Community Development Director

Date: September 2, 2026

Re: Appl. COA-26-003--Certificate of Appropriateness for 102 S. Independence St.

GENERAL INFORMATION

Applicant/Owner: Michael Minoofar

Requested Actions: Approval of Certificate of Appropriateness

Date of Application: August 20, 2025

Existing Zoning: Downtown Core Business (CBD-1) District

PROPOSAL

The Applicant has requested a Certificate of Appropriateness to allow for the change in color (paint) and the installation of new signage that is proposed as 10' x 3' (30 square feet) with four (4) colors as shown in the attachment.

BACKGROUND

According to the National Register Nomination for the Courthouse Square Historic District (page 14): “Two-story, Italianate style, painted brick commercial building. This building is built on a stone foundation, and has a flat tar and gravel roof. The entrance for 102, a modern aluminum frame glass door with a fixed single light transom, is recessed. Modern plate glass display windows with wooden bulkhead flank the entrance. The transom area is covered with wood....Cast-iron pilasters frame the entrance and display windows.” (Contributing) It is also important to note that this building was built before 1885.

According to the recent resurvey work completed by Civil & Environmental Consultants, Inc. the “building retains good integrity of materials and design and remains a contributing building to the Harrisonville Courthouse Square Historic District”.

ANALYSIS

In Harrisonville's Guidebook for Landmarks and Preservation Districts, table summarizing the guidelines and potential types of work which do or don't need approval, it is stated that changes visible from the street require approval from the Historic Preservation Commission (HPC). Additionally, under III. Painting, Guidelines for Harrisonville's Preservation Districts and Landmarks, A states that "HPC must approve color selection and will emphasize colors that fit the style and age of the building and complement the overall color schemes on the street. Avoid using bright and obtrusive colors, too many colors, or a single color for the entire building." The size of the proposed signage is also under consideration for two (2) reasons: 1) staff can only administratively approve signage within the Courthouse Square Historic District that is 20 square feet or less, and 2) the proposed sign includes four (4) colors and staff can only administratively approve signs with three (3) or less.

Staff had originally discussed the number of colors for the proposed sign with the applicant and the applicant was considering a slightly different design; however, once the applicant stated that there was a desire to paint the wooden storefront staff advised that the request would have to be reviewed by the Historic Preservation Commission (HPC). The proposed background is an off-white color. Staff has included other potential color options that fit the style and age of the building. The proposed signage is 30 square feet and includes four (4) colors. The colors do not appear bright or obtrusive.

Standards for Review. Section 405.455 lists standards for review that the Historic Preservation Commission is to use to help guide their review of an application for a certificate of appropriateness. Of these standards, H is the most appropriate to consider for this application. The standards for review have been attached.

REQUEST AND OPTIONS

The Applicant is proposing to:

- 1) Paint the exterior façade as shown on the attachment; and
- 2) Install new signage that is 30 sqft. with four (4) colors.

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

STAFF RECOMMENDATION

Staff recommends approval of the requested Certificate of Appropriateness for the change in color (paint) and the new wall sign that is 30 sqft. and includes four (4) colors as proposed by the Applicant.

ATTACHMENTS

Application and attachment

Picture from Phase I Survey Work by Civil & Environmental Consultants, Inc.

Italianate Color Options

Section 405.455—Standards for Review

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 the Certificate of Appropriateness for the following plans and proposals to be undertaken within the boundaries of the Historic District.

Property Location: 102 S Independence St.

Property Owner: Michael Mincofar

Owner's Address: 12755 Loring Drive, Bonner Springs, KS 66012

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 Andrea R. Cruwell

Address 206 Walnut St. P.O. Box 313 E.L. MO 64743

Phone 816.704.1378

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 regularly scheduled meeting of the Historic Preservation Commission. The Commission meets on the first Wednesday of each month at 12:00 PM 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 8/20/21 (Initials) LM

Date Approved _____

Certificate Number COA-26-003

Project Information

- Prime + Paint current wooden store front white
- Install 10' x 3' Personalized logo signage with 4 colors, shown in the picture.



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Italianate historic color palette



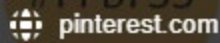


italianate buildings color palette

#7A5530

#9B3B13

#FFBF55



#E6B073

#276793

Chapter 405. Zoning Regulations

ARTICLE XVI. "H-1" Historic Preservation District

Division 5. Certificates of Appropriateness

Section 405.455. Standards For Review.

[Ord. No. 1825, 5-13-1991]

In considering an application for a building or demolition permit for a certificate of appropriateness, the Historic Preservation Commission shall be guided by the following general standards in addition to any design guidelines in the ordinance designating the landmark or historic district:

- A. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building structure or site and its environment or to the use of the property for its originally intended purpose.
- B. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.
- C. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
- D. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own rank and this significance should be recognized and respected.
- E. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
- F. Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material shall match the material being replaced in composition, design, color, texture and other visual qualities. Repairs or replacement of missing architectural features should be based on accurate duplication of features substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Cleaning methods that will damage the historic building shall not be undertaken.
- H. Contemporary design for alteration and additions to existing properties and for new construction may be permitted when such alterations, additions or new construction do not destroy significant historical or architectural or cultural material and such design is compatible with the size, scale, color, material and character of the property neighborhood and environment.
- I. Whenever possible, new additions or alterations to structures shall be done in a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

- J. New buildings do not need to duplicate older styles of architecture, but must be compatible with the architecture within the district. However, the scale, placement on lots and street setback must conform with the scale, placement and setback of adjacent structures, especially in the context of rows of buildings and streetscapes. Styles of architecture will be controlled only to insure that their exterior design, materials and color are in harmony with neighboring structures.
- K. The Commission may consider economic hardship and other factors that may affect an owner's ability to undertake or complete rehabilitation or other work under consideration.