

Certified Local Government Program
ANNUAL REPORT
City of Excelsior Springs, MO



In February, a public meeting was held to discuss the development of Design Guidelines for the Hall of Waters Historic District. Susan Richards Johnson and Elizabeth Rosin led the discussion and answered questions from the audience.

Historic Preservation Commission Activities
October 1, 2007 through September 30, 2008

For submission to:
Missouri Department of Natural Resources
State Historic Preservation Office
P.O. Box 176
Jefferson City, MO 65102

Prepared by:
Excelsior Springs Historic Preservation Commission
October 2008

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Photos by
Kevin Morgan

The City of Excelsior Springs developed from the 1880s through the 1960s with a unique and singular history within the state of Missouri. During that time period, the town was founded, existed and was nationally famous for its mineral waters. The individual residences, boarding houses, hotels, commercial buildings, and even the town's layout all reflect the development of Excelsior Springs as a health resort.

Recent efforts of the City Council and Administration, Historic Preservation Commission (HPC), downtown businesses and citizens have resulted in a local Historic Hall of Waters District, two National Register commercial districts and the designation of Excelsior Springs as a Missouri Dream Initiative City. There has been enormous momentum to redevelop the entire district. Recent private investment includes the renovation of the five-story Oaks Hotel as senior housing and a large two-part commercial structure for new businesses, both utilizing historic tax credits, as well as the renovation of a second class hotel by the Excelsior Springs Museum and Archives to provide space for Gallery 105 -- a co-op of local artists. In addition to private investment, the city has made improvements to streets, adding new parking, curbs, brickwork and historic-themed lighting.

The HPC is in phase two of development of design guidelines for the historic district and will endeavor to develop a 5- to 10-year citywide preservation plan, beginning in 2009. Five residential properties within or adjacent to the historic downtown have received funding for improvements through the HERO program. A historic bridge on South street will be replaced within the next year and will no longer have a weight load restriction, providing a new access point to the downtown from Hwy. 10.

Tourism and travel is an important component of the downtown economy. New contracts for operation of the water bar and spa in the Hall of Waters, as well as for the bottling of the mineral waters, are all within the works of the City Council. A hotel development company is looking to purchase and invest \$16 million in renovation of the Elms Resort and Spa, a historic National Register hotel made famous by President Harry S. Truman. The Chamber of Commerce has relocated to the downtown gateway to better serve community visitors and hotel patrons.

The City of Excelsior Springs has begun designing a master plan called Vision 2028 that will be our collective road map into the future. The HPC is proud to have a voice on the steering committee and, when completed, the citywide preservation plan will become a component of this finished product. A new community prospectus is also in place, developed by the City of Excelsior Springs and the Excelsior Springs Chamber of Commerce. The HPC has also participated in its development and a website for the HPC, under construction now, will be incorporated into the online prospectus to promote new business, tourism and relocation throughout the community.

<http://www.eshpc.org>

<http://www.exspgchamber.com/prospectus>



Historic Preservation Commission Membership

Historic Preservation Commission

<u>Member</u>	<u>Position</u>	<u>Appointed</u>	<u>Term Expires</u>
Betty Bissell	Chairwoman	5/1/2008	5/1/2011
Nile Brown	Secretary/Treasurer	5/1/2008	5/1/2009
Jim Bowman	Member	5/1/2008	5/1/2009
Darryl Coutts	Member	5/1/2008	5/1/2011
Kevin King	Member	4/1/2008	5/1/2011
Earl McElwee	Member	5/1/2008	5/1/2010
Sonya Morgan	Vice Chairwoman	5/1/2008	5/1/2010

Scheduled Meetings Held and Attendance Records

Scheduled Meetings Held and October 2007 - September 2008

<u>Member</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>Apr.*</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>
Betty Bissell		X	X		X		X	X	X	X		X	X
Nile Brown		X	X		X		X	X	X	X		X	X
Jim Bouldin		X	X										
Jim Bowman					X		X	X	X		X	X	X
Darryl Coutts			X							X		X	X
Kevin King							X		X	X	X	X	X
Earl McElwee		X						X	X	X			
Sonya Morgan		X	X		X		X	X	X	X	X	X	X

*Special meeting was held in April

Jim Bouldin resigned in January; replaced by Kevin King after March meeting.

No meetings were held in October, January, March or July

Subcommittees and Study Groups

Website

In 2007, the ESHPC received funding from the City Council to develop a website. This website will be an essential tool for the ESHPC for: furthering preservation efforts within the City and in conjunction with the appropriate state office; providing preservation related information to the public concerning current issues, current and planned activities within the City, County or State; furthering the preservation of the Hall of Waters Historic District and any other historic districts which may be formed in the future; help inform the public on the identification of future historic districts, landmarks and national register nominated property; provide regular educational information related to preservation issues in general; and, interlink with local, state, and other organizational websites related to historic preservation. On Monday, Sept. 15, 2008, the City Council awarded a bid to local Internet company morgansites.com. It is anticipated that the new website will be online by the end of October.

Commission Activities

Local Landmarks Designated

None

Local Districts Designated

None

National Register of Historic Places

None

Cases Reviewed and Decisions Reached

<u>Date</u>	<u>Property/Address</u>	<u>Recommendation/Decisions</u>
Nov. 14, 2007	321 W. Broadway Avenue	Approved temporary storage building.
Nov. 14, 2007	421 S. Thompson Avenue	Approved Application for Certificate of Appropriateness for new fixed-frame awning on front of the building.
Feb. 13, 2008	231 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for painting a sign on front of building which will be a close resemblance of historic sign originally on building.
Feb. 13, 2008	321 W. Broadway Avenue	Approved Application for Certificate of Appropriateness for 4x6 sign using existing frame and pole.
Feb. 13, 2008	110 S. Main Street	Approved Application for Certificate of Appropriateness for replacement of 2x6 sign.

Feb. 13, 2008	200 Isley Boulevard	Approved Application for Certificate of Appropriateness for 4x8 sign to replace previous sign.
Feb. 13, 2008	101-105 W. Broadway Avenue	Application for Certificate of Appropriateness to replace second story windows was tabled, as owner was not present.
Apr. 9, 2008	101-105 W. Broadway Avenue	Application for Certificate of Appropriateness to replace second story windows was tabled, as owner was not present.
Apr. 9, 2008	309-311 Thompson Avenue	Approved Application for Certificate of Appropriateness for painting building trim and placement of two signs, one sign on building front and the other on building side.
Apr. 9, 2008	417 South Street	Discussion item on deck being built with no Certificate of Appropriateness. Item was tabled as homeowner did not appear. Frank Davis will place a stop work order.
Apr. 9, 2008	249 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for fence, historic 1800s-style garden, and rose arbor on lot next to 249 E. Broadway Avenue. Also approved sign on 249 E. Broadway Avenue to resemble original Willow Park Lithia water sign, with final approval of city staff in regards to meeting requirements of city ordinances.
Apr. 28, 2008	259, 261, 263 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for replacement of windows and a door on back of building, color choices for repainting building, replacement of an awning on front of building, replacement of side door step to satisfy a code requirement, and new sidewalk at back of building to basement. A request for a deck was tabled until design could be submitted for review.
May 14, 2008	101-105 W. Broadway Avenue	Approved Application for Certificate of Appropriateness for replacement of 34 windows on the second story with vinyl windows to fit original openings. The original wood trim around windows will be re-sealed and painted; no vinyl wrap. Existing windows were not repairable based on inspection by Commissioners Bissel and Morgan and Frank Davis.

May 14, 2008	111-115 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for replacement of 15 windows on the second story with vinyl windows to fit original openings. Existing windows were not repairable based on inspection by Commissioner Bissel and photos were presented during review.
May 14, 2008	102-104 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for color choices of building trim.
May 14, 2008	116 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for color choices of stucco on building front, door and trim.
Aug. 13, 2008	449 S. Thompson Avenue	Approved Application for Certificate of Appropriateness for a sign permit.
Aug. 13, 2008	215-1/2 Spring Street	Approved Application for Certificate of Appropriateness for a sign permit.
Sept. 10, 2008	114 N. Marietta Street	Approved Application for Certificate of Appropriateness roof replacement and re-painting with like materials.
Sept. 10, 2008	113 W. Broadway Avenue	Approved Application for Certificate of Appropriateness for new awning and a projecting sign.
Sept. 10, 2008	106 E. Broadway Avenue	Approved Application for Certificate of Appropriateness for a sign permit.
Sept. 10, 2008	213 Spring Street	Application for Certificate of Appropriateness was denied for painting of brick building. The building has never been painted. Ordinance 402.190 Design Guidelines, Section 4 and Subsection F - exterior walls were cited.

Training and Conferences

<u>Date</u>	<u>Location</u>	<u>Description of Event/Commissioners Attending</u>
February 2, 2008	Jefferson City	2008 Missouri CLG Forum and working lunch attended by Commissioners Nile Brown, Betty Bissell, Darryl Coutts, Sonya Morgan, and City Planner Frank Davis.
Sept. 9-13, 2008	St. Charles	Missouri Historic Preservation Conference attended by Commissioners Darryl Coutts, Jim Bowman and Kevin King.

Public Education and Outreach

<u>Date</u>	<u>Description of Event</u>
Feb. 13, 2008	A Public Meeting was held to discuss Design Guidelines. Susan Richards Johnson of Susan Richards Johnson & Associates, Inc., and Elizabeth Rosin of Rosin Preservation, LLC, met with the HPC, property owners, business owners and other interested persons to explain the process which will be used for compiling the Design Guidelines and the benefits to the historic district and community.
June 11, 2008	A Public Meeting was held to discuss the first draft of the Design Guidelines. Susan Richards Johnson of Susan Richards Johnson & Associates, Inc., made the presentation to the HPC.

Comprehensive Preservation Plan/Preservation Component to City Masterplan

The Excelsior Springs City Council voted 5-0 Monday, Sept. 15, 2008, to file a grant application to seek matching funds from the State Historic Preservation Office (SHPO), to help develop a city-wide historic preservation master plan. The historic preservation master plan will help the city identify properties and areas of historic importance and plan and organize preservation activities over a period of five to 10 years. The historic preservation master plan would become a component of the city’s master plan, called Vision 2028, that will be completed over the next two years.

Historic Properties Inventory

No new properties were added to the local inventory, however, the HPC participated in researching the Marietta Street Concrete Arch Bridge in November, 2007. The original date of the bridge was 1924, constructed by Western Bridge Company of Higginsville. It was included in a special bond election to finish Siloam Spring improvements, which would complete plans designed by George E. Kessler, as well as replace a condemned wooden bridge over Fishing River with the concrete arch bridge. A historic resources inventory sheet was prepared and is included in the Appendices section of this report.



Deterioration of the Marietta Street Bridge has resulted in a load limit for traffic and the need for replacement.

Meeting Minutes



Excelsior Springs HPC members attended the 2008 CLG Forum in Jefferson City. A presentation of the renovation of the Oaks Hotel into senior apartments was viewed during the conference, right.



**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

November 14, 2007
Hall of Waters, 201 E. Broadway

4 p.m.

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Jim Bowman, Nile Brown, Earl McElwee, Sonya Morgan

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning, Ken Fousek, City Council Liaison

ABSENT: Jim Bouldin, Darryl Coutts

VISITORS: Bob Gerdes, Shawna Mull, Chad Birdsong

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

AMENDMENT OF AGENDA:

Commissioner Morgan motioned to place Agenda Item 4. b) Certificate of Appropriateness - 421 S. Thompson Avenue on the agenda; Commissioner Brown seconded. The motion passed.

Item 3. Approval of Minutes - September 12, 2007

REVIEW OF MINUTES: Commissioner Brown motioned to approve the minutes of the September 12, 2007, meeting; Commissioner Bowman seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Agenda Item 4.

A. Certificate of Appropriateness - 321 W. Broadway

Application for Certificate of Appropriateness: Storage building

Representative: Bob Gerdes, 321 W. Broadway, Excelsior Springs

Mr. Gerdes stated that he would like to put a storage building on his property. He presented a photograph of the storage building that he would purchase to locate behind the east wing of the existing building and a site map. The storage building will be 8-ft. x 12-ft. once assembled and sit on a 4 x 4-in. skid system, 4-inches high on the asphalt parking lot. The storage building will be taupe in color with a brown door and potted flowers will line the east side to make the shed less visible from the street.

The primary building is a non-contributing structure to the historic district and commercial in origin. The building was recently approved as a Bed & Breakfast establishment and the storage building was presented as a temporary structure to house tools and lawn care items.

Discussion included the storage building, its visibility from the street and how long the building would need to be in place before a permanent structure could be erected. At staff recommendation the owner/applicant agreed one year was sufficient to design a permanent solution to the storage problem.

Commissioner Brown motioned to approve the temporary storage building; Commissioner McElwee seconded. The motion passed. Bob Gerdes will return to the Commission for Certificate of Appropriateness when he has

plans for a premanent structure.

B. Certificate of Appropriateness - 421 S. Thompson Avenue

Application for a new Cloth Canopy to be installed at the property facing Thompson Avenue.

Representative: Shawna Mull, Ambassador Sign Company, 111 Main St., Excelsior Springs

An application for a Certificate of Appropriateness was received from Ambassador Sign Co. on behalf of the Mark Hershman, owner of Tiger Dragon Karate Club, 421 S. Thompson Ave., for a fixed-frame store-front awning. Shawna Mull provided a photo of what the finished storefront would look like and description of the work to be done. The awning will be black fabric with white lettering. The historic building is a simple commercial building of brick painted white. Shawna Mull stated that the proposed awning fits within the City's awning and sign code and does not contrast and will be fixed in place once installed.

Commissioner Morgan motioned to approved the fixed frame awning per the specifications presented; Commissioner Brown seconded. The motion passed.

OLD BUSINESS:

Agenda Item 5.

A. Staff report.

Frank Davis said that the City had provided all necessary paperwork documenting the City's hiring of a contractor to conduct the 2007 Historic Preservation Fund Grant project for design guidelines for the Hall of Waters Historic District. Mr. Davis stated that Susan Richards Johnson, of Susan Richards Johnson and Associates, Inc., is now under contract.

Mrs. Richards Johnson has conducted a walking tour of the Hall of Waters Historic District with Mr. Davis and Vice-Chairwoman Morgan. Mrs. Richards Johnson will be working with Mr. Davis on revising the milestone schedule and they are projecting that the FY 2007 grant project should be completed in March or April of 2008.

The next step will be to identify representative properties to include as primary examples of the district for the design guidelines and design a format for the end product. Two public meetings are estimated to be held and Mr. Davis suggested that Commissioners should consider the format that they would like taken for these meetings, such as a City Council meeting, a Historic Preservation Commission meeting, or by holding a special meeting for the public, as examples.

Chairwoman Bissell stated that she would like for all Commissioners to have an opportunity to meet with Mrs. Richards Johnson and discuss ideas of development for the Design Guidelines. Frank Davis said that he would arrange to have her attend a meeting, probably in January. And Mr. Davis stressed that he wanted to have some idea of where the project was going before he brought the contractor out for a meeting so that there would be substative dialogue between all parties.

Mr. Davis said that an additional amendment to the 2007 grant project may be needed, based on the outcome of the 2008 grant project, but that he would report more on that at a later date as information became available.

Commissioner Bowman asked what materials Mrs. Richards Johnson had to begin work with. Commissioner Morgan stated, in addition to the walking tour of the district, that she had the work of Deon Wolfenbarger, who had completed the Commission's survey plans and the building surveys of properties within the Hall of Waters Historic District and that this information was being passed on to the contractor for initial study of the area.

After some discussion concerning presentations to the Commission, Commissioner Bowman stated that he would like to be provided with presentations on the order of Ben Mook and Shawna Mull's for requesting a Certification of Appropriateness. Chairwoman Bissell said that some residents are not going to be able to afford a professional

to prepare renderings of their proposed changes. Commissioner Morgan said that making changes to the COA application to address what information is needed would ease the process for the applicant and the Commission.

NEW BUSINESS:

Agenda Item 6.

A. Staff Report, South Marietta Street Bridge recommendation: Section 106 Filing with the State Historic Preservation Office.

Frank Davis provided a written staff report to Commissioners with regard to Section 106 Review of the Marietta Street Bridge over the East Fork of the Fishing River in the Commission's meeting packet. The report included staff application of Federal Register 35 CFR Part 800: Protection of Historic Properties, and included the application of the City's municipal code, the criteria for inclusion on the National Register of Historic Places, the Commission's responsibilities for review of public improvement and land acquisition projects, definitions of the Secretary of the Interior's Standards for the Treatment of Historic Properties and staff recommendations, a summary of project, and requested action. Supporting material included in the Section 106 Project Information Form prepared by Shafer, Kline & Warren, Inc., and subsequently submitted to the SHPO included the Excelsior Springs Historic Resources sheet prepared by the Excelsior Springs HPC.

Chad Birdsong, Public Works Director, said that the project would be contracted out as it is a federally funded project. Federal funds include around \$445,000 and \$132,000 in ESTP funds.

Frank Davis recapped the summary of the project, stating that the bridge would be rehabilitated. Everything from the deck up would be replaced to scale and include lights on either side of the bridge consistent with those in the downtown historic district based on evidence found on the bridge itself.

He stated that there would be no adverse effect on the bridge itself because it is not National Register caliber and it is too deteriorated to patch. One adjacent historic building, Bennett's Garage, will not be adversely effected. Approaches to the bridge will be improved. There are no known archaeological sites in the area, but if any were to be discovered during the project, it, or they, would be reported to the SHPO and monitored as necessary.

Commissioner McElwee motioned that the Marietta Street Bridge over the East Fork of the Fishing River is a contributing structure to the Hall of Waters Historic District, but not eligible for inclusion on the National Register of Historic Places, based on its own merit; Commission Bowman seconded. The motion passed.

Commissioner Morgan moved that the project be approved by the Commission on its merit of no adverse effect on historic properties, based on all information made available for review on the proposed project; Commissioner McElwee seconded. The motion passed.

B. Comments on CLG Annual Report

Commissioner Brown motioned to approve the CLG Annual Report as prepared; Commissioner Bowman seconded. The motion passed.

C. Fee Increase for Certificate of Appropriateness

Councilman Fousek stated that this issue was before the Commission due to a fact that all City Departments are currently evaluating fee schedules to see if they are in line with services being provided to the public. The current fee for the COA is \$25. An increase to \$50 or \$75 could be considered. The attorney for the City will be meeting with department personnel for a discussion of the Hancock Amendment and any impact that may have on any proposed fee increase. Frank Davis asked Commissioners how they felt about a possible increase in the fee.

Chairwoman Bissell said that she had inquired about fee structures for the COA in other communities -- Arrow Rock, Liberty, Eureka Springs and St. Joseph and found there to be no fee for a COA. Independence requires a fee of \$25.

Commissioner McElwee said that perhaps a sliding scale could be used, depending upon the work to be done.

Commissioner Bowman pointed out that applicants were already being reviewed for a building permit and had other fees.

Chairwoman Bissell did not want to discourage people from coming to the HPC.

Mr. Davis pointed out that most of the City is working on pre-1994 fees.

After general discussion it was decided to table this matter until such time that Mr. Davis had talked with the City's attorney concerning the matter.

D. Selection of Committee for Website Development

This Committee will make recommendations concerning the website development, content and initial information to be included on website to the Commission.

After general discussion it was decided that the Website Committee members selected would be Commissioner Bissell, Commissioner Bouldin and Commissioner Bowman.

Agenda Item 7.

A. Correspondence - Vice Chair Report

Commissioner Morgan reported that correspondence had been received from the Historic Preservation Grants Division of the National Park Service requesting a GPRA Annual Products Report. As a CLG, the ESHPC is required to participate. She did not know if a GPRA Baseline Questionnaire had been filled out and submitted prior to this year. She will prepare an Annual Report and Questionnaire for submission and present to the Commission at the December meeting. They are due to be filed with the National Park Service by December 31, 2007.

Agenda Item 8. Comments from Commissioners/Chairperson

There were no comments from the Commission or the Chairperson.

Agenda Item 9. Adjourn

Commissioner Brown motioned to adjourn the meeting; Commissioner McElwee seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

Next meeting is scheduled for Wednesday, December 12, 2007, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Sonya Morgan, ESHPC Vice Chairwoman

Revised December 12, 2007

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

**December 12, 2007
Hall of Waters, 201 E. Broadway**

4 p.m.

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Jim Bouldin, Nile Brown, Darryl Coutts, Sonya Morgan

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning, Susan Richards Johnson, Susan Richards Johnson & Associates, Inc.

ABSENT: Jim Bowman, Earl McElwee

VISITORS:

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

There was no amendment to the Agenda.

Item 3. Approval of Minutes - November 14, 2007

REVIEW OF MINUTES: Commissioner Coutts asked for clarification of the storage building skid system in Agenda Item 4. A. He believed the minutes should read a "4 x 4-in. skid system", not a 4-ft. x 4-ft. skid system. Also, a "waling tour" needed to be corrected to "walking tour." Commissioner Brown motioned to approve the minutes of the November 14, 2007, meeting with correction; Commissioner Morgan seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

OLD BUSINESS:

Agenda Item 5.

A. FY2007 CLG Grant.

Frank Davis said that the City had been notified by the SHPO that the City of Excelsior Springs has been awarded both the FY2007 CLG grant and the FY2008 CLG grant. A 2007 project that was in default in another community would provide an additional \$1,800 in the 2007 grant project approved. They approved the 2008 grant project with \$3,000 less in funding, leaving us short approximately \$1,200. Frank Davis has discussed this with the City Manager and he has no problem with accepting the changes in the projects.

Mr. Davis introduced Consultant Susan Richards Johnson. He and Mrs. Richards Johnson will be amending milestones for the projects and submitting to the SHPO next week.

Mrs. Richards Johnson provided information on herself and her company to the HPC. She has specialized in historic preservation projects and adaptive rehabilitation projects in Missouri and Kansas, including being involved in the restoration work of the Hall of Springs doors and windows during the 1990s. Her firm will be helping with the formation of the first working set of complete design guidelines for the Commission, 30% completion during the 2007 project period and the remainder during the 2008 project period which will address existing historic properties and also enhancing infill, with new projects that blend in with the old.

She hopes to engage the public in the process of the design guidelines development. The more the public under-

stands that it is consensus building and a buying into an opportunity to create a preservation model in your community. It has been proven in a myriad of communities that good preservation means great economic development and it takes some doing in explaining that and convincing your public that it does make a difference.

Chairwoman Bissell asked if Mrs. Richards Johnson's firm would develop a typical architectural style for just the Hall of Waters Historic District or for a general view of Excelsior Springs. Mrs. Richards Johnson said that the architectural styles will confine themselves to styles within the Hall of Waters Historic District, as defined by the grant guidelines. Frank Davis stated that there are approximately five targeted areas that could be historic districts. The next one will probably be the Elms Hotel district and Chairwoman Bissell is inquiring about the adaptability of the design guidelines so that we don't have five different sets of guidelines. Mrs. Richards Johnson said that what was needed was a latitude in the structure in the table of contents so that you can add a section very easily. Design guidelines need to be developed for the specific property types and architectural styles of the district. Design guidelines should talk to the property owners, more so with residential owners than commercial, to help them understand what is appropriate rehab and not appropriate rehab. It is important to start the process through education.

Commissioner Bouldin said that it would be good if the local newspaper could provide an anatomy, a model example of a project and this is what needs to be done step-by-step-by-step of an appropriate redesign. Mrs. Richards Johnson said that it would be a great exercise and would provide exactly what she is talking about in educating the public. A before and after is a compelling presentation to make. Maybe a prototype that we pick might be a property owner that is willing to undergo a rehab.

There was additional discussion on exceptions for public utilities, such as the phone company tower, landscaping and parking lots. Everything must be considered on a case by case basis and it must be fair. Chairwoman Bissell pointed out the residents of new developments were probably subjected to more restrictions than property owners in historic districts. Some new subdivisions have restrictions on paint colors, roofs, clothes lines, one fence type, maybe six colors to choose from, same mailbox, or you have to keep your garage doors shut.

Discussion followed on how to begin the public outreach process. Mrs. Richards Johnson offered to make a presentation on the Hall of Waters window restoration project. Commissioner Morgan has begun work on a brochure that might be available for the next mailing. Commissioner Bouldin said that literature about how historic preservation improves property values needs to be made available.

Chairwoman Bissell asked Mrs. Richards Johnson to comment on maintenance requirements to help prevent demolition by neglect. Mrs. Richards Johnson replied that maintenance would be addressed in the design guidelines. Some demolition has been scheduled for residential properties. Chairwoman Bissell asked if the City was moving faster toward demolition than the Commission was moving toward saving its historic fabric? Mr. Davis said that currently the City is looking at all codes to address these concerns and that the ESHPC would be consulted on any identified historic structure, whether it is located in a historic district or not.

Commissioner Morgan asked about incorporating the mineral water sites into the design guidelines. Mrs. Richards Johnson said that they would be included and could become part of the historic preservation public outreach campaign in the form of our educational tours. Also addressed will be sidewalks, setbacks, plants, streetscape, signage, appropriate lighting, etc.

B. GPRA Annual Products Report.

The National Park Service's GPRA Baseline Questionnaire and GPRA Annual Products Report for CLGs was included in Commissioner packets for their review prior to the meeting. Commissioner Morgan asked if there were any questions concerning the reports. There were no questions and the reports were accepted as prepared. Mr. Davis will submit the reports on behalf of the Commission.

NEW BUSINESS:

Agenda Item 6.

Jim Bouldin tethered his resignation to the Commission effective January 1, 2008. Chairwoman Bissell extended the sentiments of the Commission in letting Jim know that he was appreciated in the community and will be missed. Other Commissioners offered their comments to Jim and he excused himself from the meeting.

OTHER BUSINESS:

Agenda Item 7.

A. Correspondence.

Frank announced that the CLG Forum for Missouri will be held February 2 in Jefferson City and encouraged Commissioners to attend. We have been asked to give a presentation on the Oaks Hotel rehabilitation during the forum -- a 20 minute spot. He has spoken with Mark Carlson of Carlson Garner, who will talk about how the project was accomplished. They would also like someone from the City to discuss our role in the project. Commissioner Brown will be attending and was involved in the meetings with Carlson Garner. Mr. Davis will be attending. Commissioners Coutts, Bissell and Morgan also committed to attending. Registration needs to be in by January 25, 2008. Frank Davis will send in registration.

Frank Davis announced that Independence will be having a Neighborhood Workshops one Wednesday a month, January 16 through December 11. The workshops will count for CLG training.

B. Zoning on Concourse.

Frank Davis said that he had spoken with the City Manager and the HPC can send letters to residents about rezoning the south side of Concourse.

C. Missouri Housing Development grant

Commissioner Morgan asked Mr. Davis if he could provide some information to the Commission on the Missouri Housing Development grant that the City has applied for. Mr. Davis said that the grant will be primarily for residential use in the downtown area and avenues to the downtown area. There are some restrictions to it. The City would like to target single-family buildings in town, but would have to be owner occupied. The funds will be to bring your house up to code and make it esthetically compatible for the neighborhood. It will target lower income housing.

Agenda Item 8. Adjourn

Commissioner Morgan motioned to adjourn the meeting; Commissioner Brown seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

Next meeting is scheduled for Wednesday, February 13, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Sonya Morgan, ESHPC Vice Chairwoman

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

February 13, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Sonya Morgan, Earl McElwee

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Kathy Twitchell, Secretary to the Commission

ABSENT: Darryl Coutts

VISITORS: Susan Richards Johnson of Susan Richards Johnson & Associates, Inc.; Elizabeth Rosin of Rosin Preservation, L.L.C.; Shawna Mull

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

There was no amendment to the Agenda.

Item 3. Approval of Minutes – December 12, 2007

REVIEW OF MINUTES: Commissioner Brown motioned to approve the minutes of the December 12, 2007, meeting. Commissioner Morgan seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Old Business

A) Hall of Waters Design Guidelines

Susan Richards Johnson of Susan Richards Johnson & Associates, Inc. was present along with Elizabeth Rosin of Rosin Preservation, LLC. to present information to the Commission, and others present, concerning the Historic Preservation Grant project to develop Design Guidelines for the Hall of Waters Historic District. Ms. Richards Johnson provided a packet of information to all in attendance which outlined her presentation. This packet generally covered contact information, overview of goals and objectives, use of design guidelines & work product, economic benefits of preservation and a project schedule.

Ms. Rosin provided those in attendance with a handout on 10 (Ten) Reasons Why Historic Preservation Is Key to Downtown Revitalization and gave a presentation on those topics following Mrs. Richards Johnson.

A question and answer session was held after both presentations had been given.

Wayne Souders wanted clarification on how the Historic Preservation Commission works with conflicts pertaining to building codes. Mrs. Richards Johnson replied that the Historic Preservation Guidelines would rely on city building codes because these codes are in place for life and safety issues. One of the goals of a Historic Preservation Commission is to work hand in hand with city officials. Mrs. Richards Johnson also encouraged anyone starting a project to meet with city officials and the Historic Preservation Commission early in the project.

A member of the audience inquired if only new projects would have to have approval of the Historic Preservation Commission or if all property owners within the district would be required to have their property meet the guidelines. Ms. Richards Johnson answered that only new projects which change the appearance of the building or land are required to have the approval of the Historic Preservation Commission.

Ken Fousek wanted to know how the Commission should handle a situation that would cause a financial burden on the property owner. He gave the example of replacing windows. To replace windows with wood windows would be more costly and may not be as economically efficient as vinyl or aluminum. Mrs. Richards Johnson replied that most historic homes exterior have up to 50% (fifty) windows on the outside structure so replacing windows would have a huge impact on the historic appearance of the home. Historic homes not only have wood windows but “old growth” wood with which the windows were originally constructed. Old growth wood windows do not retain moisture and are sometimes more efficient than vinyl or aluminum replacement windows. Mrs. Richards Johnson could also provide a list of companies that specialize in replacing windows for historic homes and reminded the audience to consider tax credits when starting a project on a historic home. Ms. Rosin added that the commission would work with each applicant pertaining to undo hardships. The commission would consider the project being done, the details of the hardship and take each application case by case.

Chad Birdsong spoke of his experience replacing 27 (twenty seven) windows on his property located in the historic district. Mrs. Richards Johnson gave several suggestions: evaluate if the project would qualify for tax credits, evaluate which parts of the window needs replaced (only the sash, the window casing or the complete window), would you obtain a higher “R value” by insulating rather than replacing windows, and to present details of costs to the Commission for consideration, or obtain a list from the Commission on vendors who specialize in historic building window replacement. Ms. Rosin added the Kansas City Landmarks Commission has worked with applicants on replacing side and back windows with vinyl and the front windows with wood. Mrs. Richards Johnson will provide the commission with a list of vendors who specialize in replacement windows/doors for historic buildings.

Mr. Davis added that windows and doors would be an issue to the Historic Preservation Commission due to the fact the Oaks Hotel project used wood windows in the first two floors of their building and vinyl in the other floors. Jim Bowman added the windows on the upper floors were special made windows to match the lower floor windows. Ms. Rosin said the National Park Service has recently released guidelines defining more clearly when they would accept vinyl or aluminum windows and the commission might review these new guidelines for guidance.

An audience member asked if upgrades would be forced onto property owners. Mrs. Richards Johnson explained that the Commission would not force property owners to start a project unless there were public safety issues involved. Commissioner Bissell responded building owners must get a certificate of appropriateness for any improvements done to the exterior of their building.

The presentation and question and answer session was ended. The Commission and staff thanked Mrs. Richards Johnson and Ms. Rosen for appearing before the Commission on this project.

Item 6. New Business

Agenda Item 6 (A)

Application for Certificate of Appropriateness: Sign- 231 E. Broadway

An application for a Certificate of Appropriateness was received from Ambassador Sign Company for a sign permit. Ron Prewitt, owner of Ray’s Diner was also present to answer questions. Mr. Prewitt provided pictures on how the sign would look and be placed on his building. The sign will be hand painted lettering on the front of

the building over the awning. The sign will be a close resemblance of a sign originally on the building.

Commissioner McElwee made the motion to approve the application for Certificate of Appropriateness for a sign permit at 231 E. Broadway. Commissioner Morgan seconded. The motion passed.

Agenda Item 6 (B)

Application for Certificate of Appropriateness: Sign-321 W. Broadway

Shawna Mull of Ambassador Sign was in attendance to answer questions for the commission. Ms. Mull provided a picture of the sign to be installed at Creekside Inn 321 W. Broadway. The existing 4 (four) foot by 6 (six) foot double sided pole frame will be used. The permit is to replace the sign with a new opaque sign face. Commissioner Bissell asked for colors on the sign. Ms. Mull replied the lettering will be black, the creek on the sign will be blue and the tree will be green and brown.

Commissioner Morgan made the motion to approve the application for Certificate of Appropriateness for a sign permit at 321 W. Broadway. Commissioner Brown seconded. The motion passed.

Agenda Item 6 (C)

Application for Certificate of Appropriateness: Sign-110 S. Main

Shawna Mull of Ambassador Signs was in attendance to answer questions on the request for a certificate of appropriateness for the Masonic Lodge at 110 1/2 South Main. Ms. Mull provided a picture of the double sided, internally illuminated, plastic sign which will be 2 (two) foot wide and 6 (six) foot tall. The existing sign framework will be removed.

Commissioner Morgan made the motion to approve the application for Certificate of Appropriateness for a sign permit at 110 S. Main. Commissioner McElwee seconded. The motion passed.

Agenda Item 6 (D)

Application for Certificate of Appropriateness: Sign-200 Isley Blvd.

Shawna Mull of Ambassador Signs was present to answer questions. Ms. Mull provided pictures of the sign which will be a non-illuminated, wall mounted, panel sign 4 (four) foot by 8 (eight) foot. The sign will be placed on the far east end of the building covering the shadow of a previous sign.

Commissioner McElwee made the motion to approve the application for Certificate of Appropriateness for a sign permit at 200 Isley Blvd. Commissioner Bowman seconded. The motion passed.

Agenda Item 6 (E)

Application for Certificate of Appropriateness: Window Replacement-101-105 W. Broadway

The owner, David Rhodus was not present. Commissioner Bissell stated since no estimates, drawings or plans had been submitted with the application and the owner was not present to answer questions she did not have a comfort level with considering the application.

Mr. Davis stated Mr. Rhodus wanted to replace his second floor windows with a vinyl replacement window. Commissioner Bissell added that more information is needed from Mr. Rhodus and the status of the proposed window replacement project. Commissioner Bissell felt the commission needed clarification on the state guidelines for replacement windows on upper floors of a building and vinyl versus aluminum. Commissioner Morgan added that she also felt the commission needed more information and the owner should be present to answer

questions.

Commissioner Brown made the motion to table the application for Certificate of Appropriateness for window replacement at 101-105 W. Broadway. Commissioner Morgan seconded. The motion to table passed. Commissioner Morgan added that a special meeting could be called to accommodate Mr. Rhodus schedule, if necessary.

Agenda Item 7. Other Business

A) Correspondence-Vice Chair Report

There was no correspondence from the Vice-Chair.

Agenda Item 8. Comments from Commissioners/Chairperson

No comments from Commissioner or Chairperson.

Agenda Item 9. Adjourn

Commissioner Morgan motioned to adjourn the meeting; Commissioner Brown seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

Next meeting is scheduled for Wednesday, March 12, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Kathy Twitchell, Secretary to the Commission

**CITY OF EXCELSIOR SPRING
SHISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

April 9, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Kevin King, Sonya Morgan (arrived at 4:55 p.m.)

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Kathy Twitchell, Secretary to the Commission

ABSENT: Darryl Coutts, Earl McElwee

VISITORS: Sheryl Trio, Daphne Bowman

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

ADDED AGENDA ITEMS:

New Business: 309/311 Thompson Avenue - Painting and Sign.

Discussion Item: Changed to Certificate of Appropriateness for 249 East Broadway.

CHANGE: Discussion on 249 E. Broadway to Certificate of Appropriateness

Commissioner Brown motioned to accept amendments to the agenda, Kevin King seconded. The motion passed.

Item 3. Approval of Minutes – February 13, 2008

REVIEW OF MINUTES: Commissioner Brown motioned to approve the minutes of the February 13, 2008, meeting. Commissioner King seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Old Business

A) Certificate of Appropriateness

101-105 W. Broadway, Window Replacement

David Rhodus, owner was not in attendance to answer questions.

Commissioner Bissell explained the request was for vinyl windows, on the second floor only, for front and Main Street side. The replacement windows would fit exactly to the old windows, trim would not be vinyl clad and the same ratio glass to frame. The old windows were wood and in bad shape. The estimate to replace with wood windows was five hundred (\$500) dollars each. Two Commissioners and Planning Director Davis met with Mr. Rhodus at 101-105 Broadway to view the windows that had already been replaced and to discuss his options. At the time of the meeting Mr. Rhodus was requested to attend the next Historic Preservation Meeting to answer questions on his Certificate of Appropriateness request.

Mr. Davis advised the Commissioners the options would be to make him remove the windows and replace with wood replicas, remove and replace the windows on the Broadway side only, leave as is and replace the rest of the

windows.

Commissioner Bissell stated one more thing to consider would be if the board was placing them selves in a position to not being able to say no to future requests for window replacements.

Mr. Davis stated since Mr. Rhodus did not come before the committee prior to installing the windows, there was no precedence set in this matter.

Commissioner Bowman stated that Mr. Rhodus had always done a good job on renovating his other properties in the historic district.

Commissioner King wanted clarification on the replacement windows at the Oaks Hotel. Commissioner Bissell explained the Oaks Hotel windows were replaced with vinyl on the third (3) floor and above and approved by the SHPO.

Commissioner Bowman motioned to approve the replacement windows for 101-105 W. Broadway. The motion failed to receive a second.

Commissioner Morgan was updated on the request at her arrival. Commissioner Bowman again motioned to approve the replacement windows for 101-105 W. Broadway. The motion failed to receive a second. The motion was tabled until Mr. Rhodus could be present to answer questions.

Item 6. New Business

Agenda Item 6 (A)

Application for Certificate of Appropriateness: Painting & Sign-309/311 Thompson Avenue.

An application for a Certificate of Appropriateness was received from Sheryl Trio of Pearl's Quality Consignment Furnishings for a sign permit and painting. Sheryl Trio was present to answer questions. Commissioner Bowman requested verification if application was for both address 309 and 311 Thompson. Ms. Trio stated the request was for both addresses. Mrs. Trio explained the trim on top of the building and on the side of the building would be painted black. The trim by the front door and the trim on the awning above the front door would also be painted black. The side of the building facing River Street and the area below the front windows would be painted a cream color. The brick on the building would not be painted. Two signs are being installed, one on the Broadway side above the entrance and one on the River Street side, a picture was provided. Commissioner Brown made the motion to approve the application for Certificate of Appropriateness for a sign permit and painting at 309/311 Thompson Avenue. Commissioner Bowman seconded. The motion passed.

Agenda Item 6 (B)

Discussion Item: 417 South Street

Homeowner was not present to answer questions about a deck being built with no permit or Certificate of Appropriateness. This item was tabled and Mr. Davis will place a stop work order.

Agenda Item 6 (C)

Application for Certificate of Appropriateness: Fence next to 249 E. Broadway and sign on side of building.

Agenda item tabled until the end of the meeting. Jim Bowman would be abstaining from the vote since he owns the property at 249 E. Broadway. To meet quorum it would be necessary to wait until the arrival of Commissioner

Morgan.

Commissioner King motioned to table the item until the end of the meeting. Commissioner McElwee seconded. The motion to table passed.

Commissioner Morgan arrived at 4:55.

Daphne Bowman was present to answer questions and presented board members with a proposal for historic style four (4) foot fence facing Broadway, a historic 1800's garden consisting of flower boxes and planter boxes (drawing submitted), a matching arbor with climbing roses at the entrance of the garden and a Willow Park Lithia water sign on the side of 249 East Broadway.

The proposal included drawings of the fence and flower beds. The lot in which the fence and flower bed will be located is a City owned lot. In 2007 Mr. & Mrs. Bowman obtained permission from the City to build a gazebo with supplies provided by the City. Mrs. Bowman stated their desire was to improve the lot, at their expense, to make it a tourist friendly environment.

Commissioner Bissell wanted to know what size the sign on the side of the building would be. Mrs. Bowman stated they are in the process of getting bids.

Mr. Davis stated the City Manager is aware of the project and staff recommends approval .

Commissioner Brown motioned to approve the request for a COA for the sign, fence and 1800's garden on the lot next to 249 E. Broadway. Commissioner King seconded. Commissioner Bowman abstained. The motion passed.

Agenda Item 6 (D)

Application for National Register Wyman School Staff Report, Frank Davis. Mr. Davis wanted to update the Commissioner on the National Register application that has been filed for Wyman School. The Owner of Wyman School has applied for National Register Status to utilize historic preservation tax credits. The concept for the project has been changed from luxury condominiums to apartments.

The property has been cited for property maintenance due to the dangerous situation of the building. The property owner has been given thirty (30) days to contact the code department and set up a plan of action.

Commissioner Bissell asked if Wyman School was a local landmark. Mr. Davis said to utilize the tax credits you have to be in a recognized national register district or have the individual property listed on the National Register of Historic Places. The owner is having difficulty maintaining the building since he lives out of state. Mr. Davis expects the property to pass review at the State level and be included on the national register.

Agenda Item 6 (E)

Commissioner Terms

Commissioner Bissell advised the board that all commissioner terms are up in May, except for Commissioner King, whose term ends in 2011. Commissioner Bissell will be calling each commissioner and asking them if they want to continue on the board.

Commissioner Brown requested that Commissioner Bissell emphasize attendance to all returning board members.

Mr. Davis added that the board would be recommending staggering the terms of the commissioners. Discussion

followed on the best way to determine the terms for each commissioner. Commissioner Bissell will call each board member to determine who is returning, what term they are requesting, and she will be emphasizing attendance and training requirements.

Agenda Item 7. Other Business

A) Correspondence-Vice Chair Report

1. Save America's Treasures Grant Application, JoAnn Radetic
 - a. Mr. Davis informed the board he is in the process of acquiring bids to clean and seal the building, repair the tuck pointing, paint, and repair of windows. However, since the deadline for this years request to be submitted is the end of May, plans are to submit the application next year.
2. SHPO's Research Toolbox, Rep. Bob Nance
 - a. An invitation was received from Rep. Bob Nance to attend the Missouri Statewide Historic Preservation Plan Revision in Columbia, Missouri, on April 29th. Mr. Davis submitted the questionnaire that was provided.

Agenda Item 8. Comments from Commissioners/Chairperson

Commissioner Bissell asked the status of the two buildings involved in the recent fire, if demolition becomes necessary what the timeframe would be, and if the city can recover funds if city demolition is required.

Mr. Davis stated the buildings are the property owner's responsibility and the buildings are totally destroyed and would need to come down. The City has an ordinance to recover funds if it becomes necessary for the City to demolish the building. If the property owners decide to re-build they would need to come before the Historic Preservation Commission.

Agenda Item 9. Adjourn

Commissioner Morgan motioned to adjourn the meeting; Commissioner Brown seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

Next meeting is scheduled for Wednesday, May 14, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Kathy Twitchell, Secretary to the Commission

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

April 28, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Sonya Morgan, Darryl Coutts, Earl McElwee (arrived at 4:04pm)

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Dave Haugland, City Manager; Larry Murry, Building Official; Kathy Twitchell, Secretary to the Commission

ABSENT: Kevin King

VISITORS: Ken Fousek, City Councilman; Clint Hylton, applicant; Mark Rolf, Do-Rite Construction; Kevin Morgan, Mrs. McElwee

Commissioner Bissell called the meeting to order. A quorum was present.

Item 2. Public Comments

No comments.

Item 3. New Business

3 a Certificate of Appropriateness - 259, 261, 263 E. Broadway

Frank Davis did not present a staff report for lack of information provided by the applicant. Mr. Hylton stated the address per the city was 259 Broadway. Commissioner Bissell explained the application for Certificate of Appropriateness contained several items and the board would review each item separately.

The first item discussed was the replacement of windows. Mark Rolf, Do-Rite Construction explained the window replacements on the back of the building would be non-opening, wood frame windows, fit the original opening and the glass would be tempered. The arches above the windows would be plexi-glass because they are unable to find glass to fit the arched shape. The front windows would remain the four (4) transom windows.

A replacement back door has not been located but plans are to replace the door with an older door that will fit the original opening of thirty four (34) inches with multi-panes.

The request for the addition to the back deck was submitted to be forty (40) by sixty (60). The plans have been scaled back and the request was changed to be an addition of a twenty (20) by fifty (40) foot wooden deck. Commissioner Bowman asked what type of turn posts would be used. Mr. Hylton said the plans were currently with the architect and the architect would decide the design to be followed. Commissioner Bowman requested the architect design the posts so that they would complement the historic district. Commissioner Brown asked if dining and alcohol would be allowed on the deck. Mr. Davis advised the board that the police department would set the perimeters for any alcohol usage. Mr. Davis also explained the plans from the architect would be reviewed for structural integrity and if needed, sent out for third party review. The board discussed and decided once the plans for the deck are received they need to be brought before the Commission for review.

Request to replace the covering on the front awning to a black and brown awning the same size as the original with the business name may to be on the awning.

Paint for the front of the building will be tan with black trim. The side of the building will be painted at a later date using the same color theme. Mr. Davis asked what the timeframe was for painting the rest of the building. Mr. Hylton stated the goal was to have the painting of the building completed by the end of July. There was discussion on taking the brick back to the original color but due to expense and the condition of the bricks this would not be possible. Mr. Hylton stated the fallen brick on the front has been replaced with the original brick.

Request to install a three (3) by six (6) wood landing with one (1) step, on the east side of the building, where the double door emergency exit is located. One of the double doors will be locked. This request is to satisfy a code requirement.

A request to add to the Certificate of Appropriateness was submitted for a sidewalk, in the back of the building, to the basement entry.

Mr. Hylton inquired whether he needed approval for a fence to be placed around the dumpster. Mr. Davis said an approval was needed by Planning and Zoning.

Mr. Hylton stated he had not been able to locate a picture of the original building. Commissioner Morgan had a picture but was unsure of the date the picture was taken. Ken Fousek stated a photo of the building was on display at Ray's Lunch.

Mr. Davis asked if any signage would be installed. Mr. Hylton stated the only signage would be on the windows and possibly on the awning.

Commissioner Morgan motioned to approve the Certificate of Appropriateness for 259 Broadway as listed above including the stipulation to bring the deck design back to the Commission for review. Commissioner Coutts seconded. The motion passed.

Item 4. Comments from Commissioners/Chairperson

Commissioner Brown thanked Mr. Hylton for coming into the historic district. Commissioner Brown also stated the commission needs to continue to educate the public about the historic district's requirements. Dave Haugland suggested the Certificate of Appropriateness be given to anyone inquiring on a building permit.

There were no public comments.

Item 5. Adjourn

Commissioner Morgan made the motion to adjourn, Commissioner Bowman second. Motion passed. Meeting adjourned at 4:42 p.m.

Next meeting is scheduled for Wednesday, May 14, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Kathy Twitchell, Secretary to the Commission

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

May 14, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Kevin King, Sonya Morgan, Earl McElwee

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Kathy Twitchell, Secretary to the Commission

ABSENT: Darryl Coutts

VISITORS: Councilman Jim Nelson, Councilman Ken Fousek, David Rhodus, Ben Mook, Amanda Mook, Lucinda Clark

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

There were no amendments to the agenda.

Item 3. Approval of Minutes - April 9, 2008 & April 28, 2008

Commissioner Morgan requested a correction to the April 9, 2008 minutes to reflect the following:

Agenda Item 7 Other Business 1A. The building referred to in this paragraph is the Hall of Waters building.

Agenda Item 6 New Business 6A. The location of the two signs being installed should read one on the Thompson Avenue side above the entrance and one on the River Street side.

Commissioner Morgan requested the April 28, 2008 minutes to reflect the following correction:

Agenda Item 3 New Business 3A. The plans for the deck have been scaled back and the request was changed to be an addition of a twenty (20) by forty (40) foot wooden deck.

REVIEW OF MINUTES: Commissioner Morgan motioned to approve the minutes of the April 9, 2008 meeting. Commissioner Brown seconded. The motion passed.

Commissioner Brown motioned to approve the minutes of the April 28, 2008 meeting. Commissioner McElwee seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Old Business

A) Certificate of Appropriateness

101-105 W. Broadway, Window Replacement

David Rhodus, owner and applicant was in attendance to answer questions. The application is for window re-

placement on the second floor of the property located at 101-105 W. Broadway. Mr. Rhodus said the replacement windows would be vinyl windows, to fit the exact original openings, same profile, with comparable color. The original wood trim around windows would be re-sealed and painted, no vinyl wrap. A total of thirty four (34) windows would be replaced. Mr. Rhodus estimates the cost per window would be two hundred dollars (\$200) with his work crew doing the installation. Commissioner Bissell explained that Commissioner Morgan, Frank Davis and herself met with Mr. Rhodus several weeks ago to look at the condition of the windows being replaced. Commissioner Morgan added the original windows were not repairable based on the property inspection.

A discussion followed about vinyl window replacements and the guidelines the Historic Preservation Commission should be using. The Commission decided replacement windows would need to be reviewed case by case, but not allowed on any first floor levels of any building in the historic district.

Commissioner Brown motioned to approve the Certificate of Appropriateness for thirty four (34) replacement windows on the second floor of 101-105 W. Broadway. Commissioner Morgan seconded. The motion passed.

Item 6. New Business

Agenda Item 6 (A)

Application for Certificate of Appropriateness: 111-115 E. Broadway, Window Replacement

An application for a Certificate of Appropriateness was received from Jim Nelson for window replacement at 111-115 E. Broadway. Mr. Nelson was present to answer questions. Mr. Nelson is requesting replacement of fifteen (15) windows on the second floor of two (2) buildings with premium double hung vinyl replacement windows. Mr. Nelson added the windows to be replaced are badly deteriorated and are not repairable. Mr. Nelson added the window on the back side of his building originally was a big window and at some point was replaced with a small window. He is going to rebuild the window to match the big window that was originally on the building. Mr. Davis added motions put forth by the Commission should be specific to allowing replacement windows of this type is a limited activity and that they will only be allowed on second floor projects. He also added that windows need to be configured like the original windows, and the replacement windows need to match the windows already in the building.

Commissioner Morgan made the motion to approve the application for Certificate of Appropriateness for fifteen (15) replacement windows on the second floor, configured to the original windows and the replacement windows need to match those already in the building at 111-115 E. Broadway. Commissioner Bowman seconded. The motion passed.

Agenda Item 6 (B)

Application for Certificate of Appropriateness: 102-104 E. Broadway, Painting

An application for a Certificate of Appropriateness was received from Ben & Amanda Mook of Seven Hills Properties, LLC for a revision on the painting at 100-102 E. Broadway. Ben & Amanda Mook were present to answer questions.

An application was previously received and approved by the Commission to paint all exterior trim and woodwork white. Ben & Amanda Mook are requesting to revise the original request to having the upstairs window sashes white and using white as an accent color on the first floor. The stucco finish was approved to be painted dromedary camel and the brick was approved to be painted red barn.

The changes requested will be to use dromedary camel and red barn as accent colors. Also requested are library pewter as the main exterior color of the storefronts and the upstairs windows. Four possible choices for the door

color are: rambrandt ruby, studio blue green, ruskin room green and bunglehouse blue. These colors will also be used as accent colors on the second floor trim. Only the window sashes will be white.

Commissioner Morgan asked if awnings will be installed at this time. Mr. Mook stated that no awnings will be installed at this time.

Commissioner Brown motioned to approve the Certificate of Appropriateness for paint colors at 102-104 E. Broadway. Commissioner Morgan seconded. The motion passed.

Agenda Item 6 (C)

Application for Certificate of Appropriateness: 116 E. Broadway, Painting

An application for a Certificate of Appropriateness was received from Lucinda Clark for exterior painting at 116 E. Broadway. Lucinda Clark was present to answer questions.

Ms. Clark is requesting to paint the stucco on the front of the store a cream color. Commissioner Morgan asked if the deterioration on the front of the building would be repaired at the time of painting. Ms. Clark said the mortar would be smoothed out at the time of painting. The door on the front of the building will also be painted. The door adjacent to the building and the brick and windows above the store will not be painted.

Commissioner Morgan motioned to approve the Certificate of Appropriateness for paint colors at 116 E. Broadway. Commissioner McElwee seconded. The motion passed.

Agenda Item 6 (D)

Discussion of COA Revisions-Frank Davis

Mr. Davis advised the Commission that COA Revisions would be done in conjunction with the Design Guidelines grant project. The current COA application is outdated. Mr. Davis is in the process of obtaining copies from Liberty, Independence and the Kansas City Landmarks Commission. After obtaining copies, Mr. Davis will combine information and present a draft COA Revision for the Commission to review in the next couple of months.

Agenda Item 6 (E)

2007 Grant Design Guidelines project, rough draft, Frank Davis

Mr. Davis sent a copy of the Grant Design Guidelines via email to all Commissioners to review. Mr. Davis stated the guidelines are about fifty percent complete. Mr. Davis also met with the consultants and made suggestions for the guidelines such as administrative powers for staff to make decisions on signage, painting the same color, maintenance issues and replacing doors or windows. Four maps were provided (district map, Hall of Waters District, each National Register District and one of the contributing buildings) to be included in the Design Guidelines.

Commissioner Bissell requested Mr. Davis to provide copies of the COA Revisions and the Design Guideline Project in hard copy form for each Commissioner. Mr. Davis stated ten (10) copies would be provided to the state. Mr. Davis also advised the Commission he could have available a copy in disk form and a copy would also be available at the museum. Ken Fousek suggested copies be made available at the Excelsior Springs Library. Mr. Davis suggested each Commissioner review the guidelines before the next meeting and have suggestions for the consultants at the next meeting.

Agenda Item 6 (F)

2007 Grant Design Guidelines project, second public meeting, Frank Davis

The second public forum meeting is scheduled for the June 11, 2008 meeting.

Mr. Davis plans to see about placing an article in the local newspaper the Friday before the meeting advising the public of the meeting date and time. Commissioner Bissell requested Mr. Davis to provide copies of the COA Revisions and the Design Guideline Project in hard copy form for each member of the Commission. Mr. Davis stated ten (10) copies would be provided to the state. Mr. Davis also advised the Commissioners he would have available a copy of the Design Guidelines in disk form and a copy would also be available at the museum. Ken Fousek suggested copies be made available at the Excelsior Springs Library. Mr. Davis suggested each Commissioner review the guidelines before the next meeting and have suggestions for the consultants at the next meeting.

Agenda Item 7. Other Business

A) Staff Comments - Frank Davis

There were no additional staff comments.

B) Correspondence - Vice Chair Report

Scholarships are available to attend the 2008 National Commission in New Orleans. The amount of the scholarship is five hundred dollars (\$500). The forum is July 10th through July 13th.

Scholarships are available to attend the National Preservation Conference in Tulsa on October 21st through October 25th.

Agenda Item 8. Comments from Commissioners/Chairperson

Mayor Schutte is working on the terms for the Historic Preservation Commission and will have them ready by the June meeting.

Agenda Item 9. Adjourn

Commissioner Brown motioned to adjourn the meeting; Commissioner Morgan seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

The next regular meeting of the Commission is scheduled for 4:00 pm., Wednesday, June 11, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Kathy Twitchell, Secretary to the Commission

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

June 11, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Darryl Coutts, Kevin King, Earl McElwee, Sonya Morgan

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Councilman Jim Nelson

ABSENT: Jim Bowman

VISITORS: Susan Richards Johnson of Susan Richards Johnson & Associates, Kevin Morgan

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

There were no amendments to the agenda.

Item 3. Approval of Minutes - May 14, 2008

REVIEW OF MINUTES: Commissioner Morgan motioned to approve the minutes of the May 14, 2008, meeting. Commissioner McElwee seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Old Business

A) Commissioner Morgan asked the status of rezoning on the south side of Concourse street from commercial to residential. Frank Davis informed the Commission that letters had been mailed to residents asking if they would be opposed to rezoning. No comments have been made. The city attorney has advised the Commission to hold off on rezoning until he has had a chance to research the matter. There has been no further correspondence with the one property owner who requested the zoning change and their house is now rented.

B) Chairwoman Bissell said that all Commissioners had been reappointed. According to minutes of the meeting, terms of the Commissioners would be as follows:

Commissioner Bissell	Term expires May 1, 2011
Commissioner Brown	Term expires May 1, 2009
Commissioner Bowman	Term expires May 1, 2009
Commissioner Coutts	Term expires May 1, 2011
Commissioner King	Term expires May 1, 2011
Commissioner McElwee	Term expires May 1, 2010
Commissioner Morgan	Term expires May 1, 2010

Chairwoman Bissell announced that Councilman Jim Nelson had been appointed liaison to the Commissioner and welcomed him.

Item 6. New Business

A) Design Guidelines, second public meeting

Susan Richards Johnson provided a draft of the Design Guidelines. The guidelines are being developed as a two-fold grant with 1/3 of the project due in the FY2008 grant cycle, however more than 1/3 of the project has been completed. Recommendations from Commissioners for the design guidelines include:

- The COA and other forms will be incorporated into the design guidelines.
- Design guidelines will also address infill and the extra considerations when it comes to the historic district.
- A mapping of the mineral water well sites and dialog as to their historic context will be included.
- Photos of sites specific to Excelsior Springs used in the design guidelines will be identified by address.
- A section on what is appropriate renovation and what is not appropriate with visuals will be included.

Susan Richards Johnson cited a resource book by Hauser that would benefit the Commission. The language of the design guidelines was discussed so that the Commission would have flexibility in making decisions. Frank Davis said that the document was not going to do the work of the Commission, but would aid in making subjective and defensible decisions. Susan Richards Johnson asked the Commission to look for a “guinea pig” -- a property owner downtown that we could do an initial review and help with a simple renovation to include as an example. Jim Nelson mentioned the Downtown Excelsior Partnership (DEP) as a possible source of funding for design assistance.

B) FY2009 CLG Grant Pre-Application

Frank Davis said that the HPC has received a package for the pre-application of 2009 CLG funding. Staff recommended that instead of taking on responsibilities of a new district while the Commission is still getting familiar with working with the design guidelines, that it look at developing a preservation master plan. The plan would be a city-wide plan and look at other historic areas and buildings that may not be in the historic district, but may be National Register eligible and create a path to “take us down the trail in the foreseeable future.” It was noted that since the survey in 1991, many buildings have been demolished.

Commissioner Morgan moved that the Commission write an application for funding through the 2009 CLG Pre-Application to develop a historic preservation master plan; Commissioner Brown seconded.

Item 7. Other Business

A) Staff comments

There were no additional staff comments.

B) Correspondence

Other than the 2009 CLG Pre-Application, there was no additional correspondence.

Item 8. Comments from Commissioners/Chairperson

There were no additional comments.

Item 9. Adjourn

Commissioner Brown motioned to adjourn the meeting; Commissioner McElwee seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

Next meeting is scheduled for Wednesday, September 10, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers at 4:00 p.m.

Minutes prepared by Sonya Morgan, HPC Vice-Chairwoman

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

August 13, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Kevin King, Sonya Morgan, Darryl Coutts

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Councilman Jim Nelson; Kathy Twitchell, Secretary to the Commission

ABSENT: Earl McElwee

VISITORS: Shawna Mull, Ambassador Sign Co.

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

Betty Bissell requested to add appointment of the website committee to the agenda.

Amended Item: Appointment of Website Committee

Commissioner Brown motioned to approve the amendment adjustment to add the appointment of the website committee to old business. Commissioner Morgan seconded. The motion passed.

Item 3. Approval of Minutes - June 11, 2008

Commissioner Morgan corrected the next meeting date on the June 11, 2008 minutes to August 13, 2008.

REVIEW OF MINUTES: Commissioner King motioned to approve the minutes of the June 11, 2008 meeting. Commissioner Morgan seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Election of Officers

Commissioner Morgan suggested electing officers each June, after the May appointments. Commissioner Coutts made a motion to have the election of officers each June. Commissioner Brown seconded. The motion passed.

Commissioner Bissell asked each officer if they wanted to continue in their current capacity. Commissioner Bowman resigned as secretary/treasurer due to time constraints. Commissioner Brown agreed to replace Commissioner Bowman in the role of secretary/treasurer.

Commissioner Coutts made the motion to elect the following officers for the Historic Preservation Commission:

Chair-Betty Bissell

Vice Chair-Sonya Morgan

Secretary/Treasurer-Nile Brown

Commissioner King seconded. The motion passed. Commissioner King made note that Jim Bowman did a great

job as treasurer/secretary.

Item 6. Old Business

Amended Item:

Appointment of Website Committee

Commissioner Bissell stated the Website Committee needs reviewed and new members appointed. Jim Bouldin is currently listed as a member of the website committee and had resigned previously.

Frank Davis explained to the commission that funds have been allocated from the council to get the website up and running. Once the website committee is appointed then Frank will meet with the committee to review bids and make recommendations for the council.

Commissioner Brown was appointed to replace Mr. Bouldin on the committee. Current website committee members are: Betty Bissell, Jim Bowman and Nile Brown.

Agenda Item 6 (A)

Resolution and letters of support for FY2009 CLG Grant Pre-Application

Commissioner Morgan motioned that the Historic Preservation Commission approve the resolution for the City of Excelsior Springs Historic Preservation Commission for support of the historic preservation grant application for 2009 and solicit letters of support to be sent with the application to the state. Commissioner Coutts seconded. The motion passed.

Agenda Item 7. New Business

A) Certificate of Appropriateness

Sign Permit for Good Samaritan Broadway Bargains, 449 S. Thompson Ave.

Commissioner Coutts wanted verification the sign request is in compliance with the guidelines the Historic Preservation Commission is currently working on. Mr. Davis verified he looked at the building and the sign request is comparable to the signs already in place along that part of Thompson Avenue. Mr. Davis stated the sign is a little longer than most of the signs in place. Commissioner Bissell asked if the sign will still fit on the building where the sign should go. Shawna Mull stated the square footage of the sign complies with city code. Commissioner Morgan requested the Historic Preservation committee honor the request made by Ambassador Sign to waive the \$25 (twenty five) dollar fee since Ambassador Sign is doing the work as an "in kind" donation to the Good Samaritan Center.

Commissioner Morgan made the motion to approve the Certificate of Appropriateness and waive the \$25 (twenty five) dollar fee for a sign permit for 449 S. Thompson. Commissioner Coutts seconded. The motion passed.

B) Certificate of Appropriateness

Sign Permit for I.O.O.F. Oddfellows Lodge, 215 1/2 Spring Street

The request was presented by Shawna Mull, Ambassador Signs for a new reproduction of existing historic sign at Thompson and Spring Street.

Commissioner Brown made the motion to approve the Certificate of Appropriateness for a sign permit for 215 1/2 Spring Street. Commissioner Coutts seconded. The motion passed.

Agenda Item 8. Other Business

A. Staff Comments - Frank Davis

Frank Davis stated RFP's have been sent out for the website and responses due back a week from Friday. Pre-application has been sent out to the state for a grant application. The application should be back by the end of the month and grants will be awarded by end of November or December.

B. Correspondence - Vice Chair Report

Commissioner Morgan advised the committee of an upcoming Historic Preservation Conference would be held in St. Charles, Missouri from September 9th to September 13th. Money is available for anyone wanting to attend. An overview of workshops and tours that would be available was given by Commissioner Morgan. Frank Davis recommended that anyone interested should attend. Frank advised that \$1500 dollars in travel expense had been approved for this fiscal year by the council. Frank will send the packet to all commissioners and verify if attendance is required all four days. Commissioner Morgan advised this conference is also requesting nominees for the 2009 Preservation Honor Awards. Nominees are due by November 3rd, 2008. Commissioner Morgan explained there are four categories for nominees and the criteria for each category.

Commissioner Morgan wanted to know if the Oaks Hotel had received any of these awards. Frank Davis thought the only award the Oaks Hotel had not received is a national preservation award. Commissioner Morgan would like to see the committee nominate Mook & Mook for the work they have done in downtown Excelsior Springs. Mr. Davis requested Commissioner Morgan to call him the next day and they would proceed. Commissioner Morgan would also like to see the commission have there own local awards to present, possibly during PRIDE Week. A plaque was suggested.

Agenda Item 9. Comments from Commissioners/Chairperson

Commissioner Bissell requested to have a time set aside during the next light agenda for comments and discussion on the design guidelines.

Agenda Item 10. Adjourn

Commissioner Morgan motioned to adjourn the meeting. Commissioner Brown seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

The next regular meeting of the Commission is scheduled for 4:00 pm., Wednesday, September 10, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Kathy Twitchell, Secretary to the Commission

**CITY OF EXCELSIOR SPRINGS
HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING**

September 10, 2008

4 p.m.

Hall of Waters, 201 E. Broadway, City Council Chambers

Item 1. Call to Order/Roll Call

PRESENT: Betty Bissell, Nile Brown, Jim Bowman, Kevin King, Sonya Morgan, Darryl Coutts

OTHERS PRESENT: Frank Davis, Director of Planning & Zoning; Councilman Jim Nelson; Kathy Twitchell, Secretary to the Commission

ABSENT: Earl McElwee

VISITORS: Shawna Mull, Ambassador Sign Co.; David Rhodus, Ginger Nelson and Keith Winge, Downtown Excelsior Partnership (DEP); Karen Johnson

Chairman Betty Bissell called the meeting to order. A quorum was present.

Item 2. Amendment to Agenda

Amended Item: Remove Item 6 b) COA-Window Replacement-Good Samaritan Center, 108 S. Thompson Ave.

Add Certificate of Appropriateness for Sign at M'Presssions Salon and add Certificate of Appropriateness for Paint for Kurt Johnson.

Commissioner Morgan motioned to approve the amendment adjustment to remove the request for COA for window replacement from Good Samaritan Center and add two COA requests for M'Presssions Salon sign and paint for Kurt Johnson. Commissioner Brown seconded. The motion passed.

Item 3. Approval of Minutes – August 13, 2008

REVIEW OF MINUTES: Commissioner Brown motioned to approve the minutes of the August 13, 2008 meeting. Commissioner Morgan seconded. The motion passed.

Item 4. Public Comments

There were no public comments.

Item 5. Old Business

Jim Nelson advised the commission that at the last meeting a vote was taken to waive the fees for the Certificate of Appropriateness for Good Samaritan Furniture Store and that is not within the powers of the commission to waive established fees. Frank Davis was to review past requests and verify if others had been waived. Commissioner Morgan requested a copy of the ordinance and Commissioner Bissell stated she was not in favor of collecting a fee for any Certificate of Appropriateness requests.

Item 6. New Business

A) Certificate of Appropriateness

Painting & New Roof for Downtown Excelsior Partnership (DEP), 114 N. Marietta

The request was presented by Downtown Excelsior Partnership for painting and a new roof for 114 N. Broadway. Frank Davis gave the staff report and stated the COA was received today but based on his conversation with Molly McGovern there would be no color changes and is regular maintenance for the building. Based on this information Mr. Davis gave staff approval for the request. Commissioner Bissell explained that a Certificate of Appropriateness normally is not required for maintenance with no changes to color or style. This particular project is being funded with state funds and the state is requiring an approval.

Commissioner Coutts made the motion to approve the Certificate of Appropriateness for a new roof and paint for 114 N. Marietta. Commissioner Brown seconded. The motion passed.

B) Certificate of Appropriateness

Window Replacement-Good Samaritan Center, 108 S. Thompson Ave.

The request for Certificate of Appropriateness for window replacement at Good Samaritan Center was motioned and approved to remove from the September agenda.

C) Certificate of Appropriateness

Awning and Projection Sign-Oooey, Gooley Chocolates, 113 W. Broadway

Frank Davis gave the staff report and requested the applicant, Shawna Mull, to include the height above grade on future sign applications. Mr. Davis gave staff approval for the request. A sample of the colors and picture of the sign was shown to all commissioners. Shawna Mull stated the awning would be a re-cover with the new color scheme. Commissioner King inquired who the proprietor was. Shawna stated the proprietors were Jan Covey and Gina Covey.

Commissioner Bowman motioned to approve the request for Certificate of Appropriateness for an awning and projection sign for Oooey, Gooley Chocolates at 113 W. Broadway. Commissioner Morgan seconded. The motion passed.

D) Certificate of Appropriateness

Sign-M'Pressions Salon, 106 E. Broadway

Frank Davis gave the staff report and requested the application to include the height above grade.

Commissioner Coutts asked if the application asked for this information. Frank said the current application does not. He is working on an amendment to the application and since it may require an ordinance change he wants to make sure he has all information that may be needed.

A sample of colors and picture of the sign was shown to all commissioners.

Commissioner Coutts motioned to approve the Certificate of Appropriateness for the sign at M'Pressions Salon at 106 E. Broadway. Commissioner Bowman seconded. The motion passed.

E) Certificate of Appropriateness

Paint-Kurt Johnson, 213 Spring Street

Frank Davis gave the staff report for Kurt Johnson's request to paint 213 Spring Street. Frank read ordinance 402.190, section 4, subsection F. Frank stated the COA was received today and added to the agenda. Frank stated he did not have time to study the application but did drive by 213 Spring Street on his way home Monday evening. Although the design guidelines have not been completed there are basic design guidelines in the City Code that are applicable.

Frank read ordinance 402.190 Design Guidelines, section 4. Frank also referred to subsection F- exterior walls. Based on the City Code and the fact that so many buildings in the downtown area have suffered from paint jobs, stucco and things that deteriorate the actual brick and masonry walls and take away from the architectural character of the building staff does not recommend approval of the application. Karen Johnson asked why she would be denied when other buildings in town had been painted over brick such as the restaurant owned by David Rhodus and Lewis Building. Commissioner Bissell stated the difference was these buildings had previously been painted and 213 Spring had never been painted. She also explained that Willow Springs had been denied a request to paint and the owners of the Community Theater building had been cautioned before its purchase that painting would not be allowed. Commissioner Morgan explained that once a building is painted that moisture retains behind the paint and does damage to the building. Frank Davis explained further that no matter what kind of sealant that moisture gets trapped behind the brick and with the weather changes of freezing and thawing in this part of the country it starts popping off the face of the brick and results in damage to the building. Karen Johnson pointed out that they had completed the tuck point on the building and was looking for suggestions on what to do with the outside appearance. Frank stated the tuck point looked good and with the building having the multi colored brick it made it unique and the building had significant architectural features.

Commissioner Morgan provided Karen Johnson with a survey sheet that had been done on her building in the early 1900's. Historic Preservation Consultant Deon Wolfenbarger had found the building to be eligible for local register and National Register listing, both individually and as a contributing building. Karen Johnson stated they wanted to paint the windows facings and trim. Frank Davis advised the applicant the commission would be happy to work with them on future projects. He also advised before painting they would need to fill out a COA for color of paint and material. Frank encouraged the applicant to leave the limestone lentils natural. Frank Davis will review the ordinance to see if additional funds will be collected for the next COA application and have an answer at the next meeting.

Commissioner Bowman made the motioned to deny the COA application for 213 Spring Street. Commissioner Morgan seconded. The motion passed.

Agenda Item 7. Other Business

A. Staff Comments-Frank Davis

Frank Davis stated three commissioners have signed up to attend the state wide conference at St. Charles. Commissioner's Coutts, King and Bowman. All commissioners except Commissioner McElwee have completed their annual training requirement.

Frank Davis received comments back from SHPO on the pre-application for the 2009 matching grants. Overall the comments were very good with only a couple of technical things requested. A resolution has been sent to the City Council for the 2009 grant application for the city wide preservation master plan.

Commissioner Bissell asked for the status on the webpage. Frank Davis sent out an RFP to four companies and only received one back from Morgansites.com. Morgansites.com was within budget and met all the requested requirements. Frank Davis forwarded Morgansites.com's bid to the City Council with his recommendation to accept their proposal. Commissioner Morgan asked if the letters of support have been sent out. Frank Davis verified they have been sent out but none have been returned.

B. Correspondence-Vice Chair Report

No new correspondence.

Agenda Item 8. Comments from Commissioners/Chairperson

Commissioner Morgan requested email addresses from Commissioner's King and Coutts. Commissioner King is in the process of moving so his email address will be changing and Commissioner Coutts did not have his.

Commissioner Coutts wanted to know when the Commission would start working on the Elms District. Commissioner Morgan said after the master plan is in place so most likely two years. Commissioner Bissell asked if this would also place the zoning on Concourse on hold. Frank Davis said there are several different zoning issues in the downtown area and once the city has their master plan completed along with the Historic Preservation master plan these issues should be addressed.

Commissioner Bissell requested on the next agenda to have a discussion on the timeline for submitting COA's. Commissioner Bowman also requested to review the information that is needed to review the COA's.

Agenda Item 9. Adjourn

Commissioner Morgan motioned to adjourn the meeting. Commissioner Brown seconded. The motion passed. Chairwoman Bissell announced the meeting was adjourned.

The next regular meeting of the Commission is scheduled for 4:00 pm., Wednesday, October 8, 2008, Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Kathy Twitchell, Secretary to the Commission



During June, the Excelsior Springs City Council approved a Community Development Block Grant to Keith and Jeri Bowen, owners of the Excelsior Springs Bottling Company, to purchase new bottling equipment. The grant could open the door to bottling the mineral waters that made Excelsior Springs famous. On July 14, the Lithia Well on Broadway was cleaned by community volunteers.

APPENDICES

Kevin King
Commissioner
Excelsior Springs Historic Preservation

Community Involvement:

A Booster Club member (Quarterback Club) for 10 years, President in 1999.

Served on the Board of Directors of Excelsior Springs Historical Museum for three years. Also, put a day a week into day-to-day operations of museum for two years.

Background

The King family has been instrumental in the development of Excelsior Springs as real estate developers and in retail business.

Kevin is a life-long resident of Excelsior Springs and has a street named after him!



Historic Preservation Commission

201 East Broadway
Excelsior Springs, MO 64024
Phone: (816) 630-9567
Fax: (816) 630-9572

January 28, 2008

To: Property Owners – Hall of Waters Historic District

Subject: Public Meeting for Design Guidelines

When: Wednesday, February 13, 2008, 4:00 p.m., at the Hall of Waters, City Council Chambers,
201 East Broadway

You are cordially invited to attend a meeting of the City of Excelsior Springs, Missouri, Historic Preservation Commission scheduled for the date and time noted above. The Historic Preservation Commission will conduct a public meeting in conjunction with the architectural firm of Susan Richards Johnson & Associates to explain the process about to begin concerning Design Guidelines for the Hall of Waters Historic District, and to gather input from the public at large, and property owners within the Historic District.

The Design Guidelines are being created through two grants received from the Missouri Department of Natural Resources, Historic Preservation Program for the fiscal years 2007 and 2008. The process of developing the design guidelines is tentatively scheduled to last through May of 2009.

Your input would be appreciated. If you have questions or require further information, please contact Frank Davis, Planning & Zoning Director at 816-630-9594 at your convenience and he will be happy to assist you in any way possible.

Thank you for your participation in this process concerning the historic downtown area of Excelsior Springs, Missouri.

Sincerely,

Betty Bissell
Chairwoman
Historic Preservation Commission

HPC plans meeting to discuss design guidelines

The city of Excelsior Springs has received a grant to establish design guidelines for the Hall of Waters Historic District, but the Excelsior Springs Historic Preservation Commission is looking for the opinions of district residents and property owners, as well as other stakeholders and taxpayers, as the guidelines are drafted.

“Phase one of the grant requires us to have two public meetings, and we decided to have one of them at the beginning and one at the end of the process,” said City Planner Frank Davis.

The first of those meetings will be held at 4 p.m. Wednesday, Feb. 13, in the council chambers at the Hall of Waters, 201 E. Broadway.

“We want to know what people would like to see,” Davis said.

The Excelsior Springs Standard, March 11, 2008

HeRO grant forms to be sent

By ERIC COPELAND
Managing Editor

The city of Excelsior Springs is hoping to find five or six homeowners who live in or near downtown to take advantage of a grant that could pay for a variety of home improvements.

The city is being offered \$93,000 to bring owner-occupied houses within the area targeted by the DREAM (Downtown Revitalization and Economic Assistance for Missouri) Initiative, as well as the residential neighborhood east of downtown, up to code and pay for other improvements.

The HeRO (Home Repair Opportunities) program, administered through the Missouri Housing Development Commission, provides up to \$20,000 per house, though Excelsior Springs Planning Director Frank Davis said only homeowners that fall within certain income guidelines will be eligible. In addition, all applicants must go through a grading process that identifies where the money would be best utilized.

“We plan to send out applications either Friday or Monday,” Davis said this week. “We don’t know how many people will apply or how many will qualify, but we hope we have enough applicants to allocate all the money by the end of October.”

The area covered by the HeRO grant includes the irregularly-shaped DREAM target area, which encompasses Elms Boulevard and the Elms Resort & Spa, Thompson Avenue and the area generally thought to be within downtown — as far north, at one point, as Deep Hollow, and all the way east to Linden and Saratoga avenues, plus as far west as Mill Street. Due to the relatively low number of residential properties within that area, and even lower number of owner-occupied homes, city officials also got approval to include properties on E. Broadway, E. Excelsior Street, Benton Avenue and Isley Boulevard as far east as Calhoun Street/Golf Hill Drive, as well as Temple Avenue, Francis Street, Gordon Street, Lee Street and Golf Hill Drive as far south as the alley between Isley Boulevard and Park Avenue.

However, applicants must also have household incomes that do not exceed 80 percent of the median income for the area, which according to the MHDC website is somewhere between \$51,600 and \$54,700 for a family of four.

Davis said in addition to the mailed applications, the program will also be publicized through posters at prominent locations in town and within the targeted area. Applications may be picked up at the Hall of Waters, 201 E. Broadway; the Good Samaritan Center, 108 S. Thompson Ave.; or United Services Community Action Agency, 218 South St. (upstairs). All applications must be returned by April 15 to United Services, which will oversee the details of the program. That agency will score the applications, determining which applicants are qualified, and then a



The Dr. O’Kell home located in the Boarding Home District is one of the properties which may benefit from the HeRO program.

United Services team member will join Davis and Codes Inspector Larry Murry in doing a walk-through for each of the qualified properties. The properties will be scored to determine which projects are most worthwhile. There will also be lead testing completed in all houses that are chosen to be recipients of the grant money, and special importance will be assigned to items such as roofs, paint, gutters, doors, windows and other features that will enhance livability and bring houses up to code.

For more information about the HeRO program, call Davis at the Hall of Waters, 630-0750, or United Services at 630-0037.

The Excelsior Springs Standard, March 28, 2008

Candidates talk about Excelsior's future

By ERIC COPELAND
Managing Editor

About three dozen voters turned out Thursday night to hear the views and visions of the five men running for two seats on the Excelsior Springs City Council.

Using a format different from that used in recent years, Thursday's Candidates' Forum invited audience members to ask their questions directly instead of writing them on note cards. The change allowed more interaction between voters and candidates while maintaining the civility of past forums.

Without exception, the candidates — incumbents Chad Taylor and R.D. "Sonny" Parker, and challengers Vernon Hendricks, Wayne Souders and Ambrose Buckman — recognized the progress made in Excelsior Springs in recent years. But each of them expressed different ideas on how that progress fits in with the larger picture, and what still remains to be done.

Voters had a wide variety of concerns and questions, ranging from the future of the mineral waters that made Excelsior Springs great to the possible expansion of our community's borders.

The mineral waters are under close consideration now, as is the re-opening of the water bar, according to incumbents Taylor and Parker.

And while an audience member wondered about the possibility of incorporating the regional airport near Mosby into Excelsior Springs, most of the candidates said they were interested in annexing land out nearly to the airport, but they are not in favor of taking over the airport itself. In fact, Hendricks noted that Excelsior's own municipal airport has an uncertain future, but he said a decision on whether the airport will stay or be converted for another use should be made soon.

The candidates also confirmed for the audience that as we encourage growth, we have plenty of water and sewer capabilities to handle the extra business, industry and residential additions.

However, while most of the candidate observed the progress being made on the west side of town and in the downtown area, some also said growth is needed in other areas.

The candidates addressed a number of other topics during the forum. Watch next week for a follow-up, as well as for the candidates' responses to a Standard questionnaire.

The Excelsior Springs Standard, April 4, 2008

Downtown fire destroys 2 businesses

By ERIC COPELAND
Managing Editor

The landscape of downtown Excelsior Springs changed this week, as two businesses were destroyed by a fire overnight Wednesday and a third business was damaged.

Shelton's Floor & Wall Covering and K's Surplus were both gutted by the blaze, and firefighters spent nearly 18 hours at the scene fighting the fire and monitoring the smoldering heap of rubble that remained.

The façade and exterior walls of the two businesses, located at 256 and 258 E. Broadway, were all that remained

standing by Thursday evening, and Martinez School of Cosmetology, on the second floor just west of Shelton's, was damaged when the heat blew out three windows and flames licked through to cause some scorching.

No injuries were reported, though bystanders and onlookers Thursday morning expressed shock and dismay at the aftermath of the fire.

"There's so much history there," said Daphne Bowman, who owns Willow Spring Mercantile with her husband, Jim, across the street from Shelton's and K's Surplus. "It just makes me sick."

"It's really, really sad," agreed Clint Hylton, who plans to soon open a sports bar in another building across the street.

Donnie Shelton said Thursday morning that the reality of the loss was only beginning to sink in.

"I was here until 5 or 6 a.m., and then about 7 a.m. someone called and told me to turn on the news," Shelton said. "Seeing it on TV finally caused me to start to realize that this is really happening." Shelton said he had no plans even for this week, and was completely unsure as to what the Shelton family will do to recover from the devastating fire.

Shelton's Floor & Wall Covering had been in business for nearly 40 years. K's Surplus was a relative newcomer to the downtown business district, having only recently opened up in the space left empty when Broadway Bargains relocated to the corner of Broadway and Thompson Avenue. But the building's history goes back much further than either of the two stores' past.

Westfall O'Dell Motors had its beginnings in the building, and the Quality Dairy was located in the K's Surplus space before it moved to what is now Wabash BBQ. The building had also housed a bowling alley in the past, and the structure had in fact been damaged by another fire sometime in the mid-20th century.

Fire Chief Kent Cantrell said the fire was reported shortly after 11 p.m. Wednesday, and by about 11:30 firefighters had already knocked down much of the blaze, though smoke continued to pour from the windows and through the opening the initial blaze left in the roof.

At 9 a.m. Thursday, the firefighting efforts had been reduced to a stream of water aimed into the building's smoky heart from a ladder truck high above. Nothing of value was apparent through the gaping windows of the burned-out building.

Cantrell said the fire marshal was investigating. No cause had been determined, and the length of the investigation hinges at least partly on whether the fire marshal has any reason to suspect arson. The blaze began in the space occupied by K's Surplus.



The Excelsior Springs Standard, May 30, 2008

Oaks earns nationwide recognition

By ERIC COPELAND
Managing Editor

Springfield development firm Carlson Gardner Inc. and the Oaks Apartments, the Excelsior Springs project the firm completed last year, has earned another honor for the project.

On Tuesday, May 20, Carlson Gardner received the Gold Achievement Award in the category of Renovate Seniors Housing at the National Association of Home Builders' 2008 Best of Senior Housing Awards. The award was presented in New Orleans, La., during the 2008 50-Plus Housing Symposium.

City Councilman Jim Nelson, who was serving as mayor during the darkest days of the Oaks, when it was sitting empty, and for the duration of the extensive renovation that brought the building to where it is today, said he was tremendously pleased that the project is earning accolades outside Excelsior Springs.

The reception here in town has been just as favorable. Less than a year after its opening, all 40 one- and two-bedroom apartments are occupied and its residents have been fairly vocal about their satisfaction over living there.

The Oaks award was given in recognition of Carlson Gardner's work to preserve the history of the building. The competition for the award included for-sale condominiums and rental apartments from senior communities throughout the U.S.; Carlson Gardner in the past has received platinum and silver awards for their work on the Frisco Station Apartments in Joplin and the Franciscan Villas in Springfield. For the Oaks, Tim Wilson, of Stark Wilson Duncan Architects in Kansas City, accepted the award.

The Oaks was built in the early 20th century, and it was already closed when a fire damaged it heavily in 1991. The city of Excelsior Springs came into possession of the building but for years was unable to find any options for redevelopment.

Carlson Gardner stepped in just as demolition seemed inevitable and turned the building into senior housing, with special attention paid to historic preservation.

The Oaks has also been honored with a Clay County Economic Development Council Keystone Award and a Preserve Missouri Award earlier this year.



Carlson Gardner shared a video of the Oaks Hotel renovation project during the 2008 CLG Forum, introduced by Commissioner Nile Brown.

The Excelsior Springs Standard, June 6, 2008

HPC hearing is Wednesday

The Excelsior Springs Historic Preservation Commission invites the public to learn about the guidelines being put in place for the Hall of Waters Historic District.

A public hearing on the guidelines, which are about 30 percent complete, will be held at 4 p.m. Wednesday, June 11, at the Hall of Waters, 201 E. Broadway.

Council sponsoring CDBG request

By ERIC COPELAND
Managing Editor

With no negative testimony, the Excelsior Springs City Council took just a few minutes Monday night to get behind a Community Development Block Grant request for a local small business.

Keith Bowen, who owns the Excelsior Springs Bottling Company with his wife, Jeri, is asking for a grant from the CDBG Action Fund to purchase new bottling equipment.

The Bowens started their business on the foundation of a water purification method patented by Keith Bowen's father, John, and the prospect of putting the mineral waters that made Excelsior Springs famous back on the market.

However, the used equipment initially intended for the Excelsior Springs Bottling Company allows production of only 5,000 or so bottles per day. Bowen explained that new equipment would allow up to 70,000 bottles per day.

To purchase the equipment, however, Bowen is asking for the Missouri Department of Economic Development's help. The CDBG Action Fund, which assists small businesses, was the perfect choice, according to Mid-America Regional Council's Molly McGovern, who scheduled a public hearing over the grant application Monday night.

Bowen explained that even with the new equipment, he can only produce fewer than 10,000 bottles per day. However, as demand grows, he plans to expand the business into a larger space to keep up. The new equipment will let him keep pace with the business's potential for growth.

McGovern and Bowen were the only people who testified during the hearing, though several in the audience turned out in support of the grant application.

The council voted 4-0 to sponsor the application; Mayor Pro Tem Ambrose Buckman was absent.

The Excelsior Springs Standard, July 8, 2008

Elms celebrates 120th anniversary

By ERIC COPELAND
Managing Editor

The back lawn of the Elms Resort & Spa was buzzing all weekend, as the historic hotel kicked off its 120th anniversary celebration with accolades and special attractions.

The occasion warranted recognition from both the city and the state, as Mayor Carolyn Schutte and State Representative Bob Nance read proclamations honoring the hotel.

Councilman Ken Fousek, a local historian, also spoke briefly about the hotel's history, and the Elms' general manager, Eric Busick, and marketing director, Keith Winge, also addressed the audience.

The weekend continued with the Missouri Wine Festival Saturday. Hundreds of wine lovers turned out for an afternoon and evening of wine tasting, music and art.

Fousek, who also attended the wine festival, said at Monday night's council meeting that he was tremendously pleased with both the events and the turnout. "I talked to a lot of people who had never been here before, and said they found the town interesting," he said. He also noted that while many tickets to the wine festival were sold in advance, a large number of people purchased tickets at the gate the day of the event.

Mayor Pro Tem Ambrose Buckman showed off his photo with the "Trumans" and noted that the event was well organized and successful.

Councilman Jim Nelson said that the Friday event, as well as Waterfest a week earlier, showed what Excelsior



Wine and Jazz Festivals held at The Elms draw crowds from all across the area.

Springs can accomplish with the right people and the right goal.

"I agree," Schutte said. "I give a round of applause for the Chamber and the downtown group (the Downtown Excelsior Partnership, which cosponsored the wine festival)."

The Elms is collecting stories from past guests about favorite or memorable past events. To read the memories already submitted, or add your own, visit www.elmsresort.com/anniversary.

The Excelsior Springs Standard, July 8, 2008

HPC meeting cancelled

The Excelsior Springs Historic Preservation Committee meeting that would have been held this week has been cancelled due to a lack of business to conduct.

The meeting is normally held at 4 p.m. on the second Wednesday of the month in the council chambers at the Hall of Waters, 201 E. Broadway.

The Excelsior Springs Standard, September 19, 2008

Council OKs HPC website, grant app

By ERIC COPELAND
Managing Editor

The Excelsior Springs City Council voted 5-0 Monday night to fund a website for the Excelsior Springs Historic Preservation Commission, and to allow City Manager David Haugland to file a final application for a grant to fund the HPC's operations for the next two years.

The grant application seeks matching funds from the State Historic Preservation Office (SHPO) to help develop a city-wide historic preservation master plan.

The \$40,000 project requires a city cash match of \$4,933.50 each year, for a total of \$9,867; matching local labor from the planning department in the amount of \$2,725.50 per year, for a total of \$5,452; matching in-kind labor from the HPC in the amount of \$341 per year, for a total of \$682; and a federal matching share of \$12,000 per year, for a total of \$24,000.

The deadline to apply for the matching funds grant is Sept. 30. The historic preservation master plan will help the city identify properties and areas of historic importance and plan and organize preservation activities over a period of five to 10 years.

The website had been budgeted last year, and this year the council finally awarded a bid to host it to local Internet company morgansites.com.

Only a few of the 42 Certified Local Governments in Missouri don't currently have a website to promote preservation programs; Excelsior Springs is one of them.

Requests for proposals were sent to morgansites.com and several other companies, including 7strategy of Olathe, Kan.; VFX Media Corporation of Liberty; and KCA Internet of Overland Park, Kan. Only morgansites.com returned a bid, quoting a price of \$975. That amount fell within the budget of \$1,000 for the website.

In other business, the council voted unanimously to write off nearly \$11,200 in 2005 personal property taxes. The amount represents the taxes the city was unable to collect, and equals less than three percent of the total personal property taxes due.

The written-off taxes are being turned over to a collection agency, so some of the revenues could still come back to the city if collection efforts are successful.

