HISTORIC PRESERVATION COMMISSION
Meeting Summary

December 11, 2019, 5:00 p.m.

Item 1. Call to Order
Chairman Bissell called the meeting to order at 5:01 p.m.

Item 2. Roll Call
PRESENT: David Adams, Betty Bissell, Darryl Couts (arrived at 5:06), Rick deFlon, Sylvia Eales and Marilyn Gerdes
ABSENT: Dennis Hartman
PUBLIC PRESENT: 1 in attendance
STAFF PRESENT: Doug Hermes, Planning Consultant, Melinda Mehaffy, Economic Development Director, Councilmember Liaison Sonya Morgan, and Lisa Morgan, Administrative Assistant, Community Development.

Item 3. Approval of Meeting Summary – November 13, 2019
Commissioner Gerdes made a motion to approve the November 13, 2019 meeting summary. Commissioner Eales seconded the motion. Motion Carried.

Vote: Motion passed 5-0-0
Yes: Commissioners: Adams, Bissell, deFlon, Eales and Gerdes.
No: None
Abstain: None

Item 4. COA’s Administratively Approved since Last Meeting: HPC-19-034 - An application by Tom Krier for a Certificate of Appropriateness to replace existing roof with GAF Architectural Timberline Weather Wood shingles at 117 Saratoga.

Chairman Bissell asked for the staff report for the administratively approved COA. Ms. Mehaffy gave the staff report for the administratively approved COA.

Item 5. COA: HPC-19-035 – An application by Angela Snapp for a Certificate of Appropriateness to install an awning with metal arches and light fixtures below the awning at 253 E. Broadway.

Chairman Bissell asked for the staff report. Mr. Hermes presented the information for the COA application as described in the staff report.
Commissioner Eales inquired if the old brackets would still be on the building. Ms. Snapp stated they would not.

Chairman Bissell asked if the awning would be canvas. Ms. Snapp stated it would be metal and painted same as the threshold of the building.

Commissioner Gerdes stated canvas doesn’t hold up very well.

Commissioner Adams asked how wide it would be. Ms. Snapp said it would be 44 inches wide.

Commissioner Eales moved to approve Case No. HPC-19-035 for a COA to install an awning with metal arches and light fixtures below the awning at 253 E Broadway. Commissioner Adams seconded the motion.

Vote: Motion passed 6-0-0
Yes: Commissioners: Adams, Bissell, Couts, deFlon, Eales and Gerdes
No: None
Abstain: None

**Item 6. STAFF COMMENTS**

Mr. Hermes informed the commission the Community Development Department Annual report will start to be worked on soon.

Melinda Mehaffy, Economic Development Director, advised the Commission there were no proposals submitted for development of design guidelines so the advertisement will be going back out in Friday’s paper. Ms. Mehaffy also updated the Commission on the visioning sessions being held around the City. Ms. Mehaffy noted that the City has submitted a Save America’s Treasures grant. And Ms. Mehaffy announced that a new Neighborhood Specialist, Laura Mize will begin working for the City on January 6. She then wished everyone a Merry Christmas.

**Item 7. COMMENTS OF COMMISSIONERS**

Commissioners decided to have a special study session following the January regular session to discuss possible modifications to the “approval matrix”.

**Item 8. ADJOURN**

Meeting was adjourned at 5:26 p.m.

**The next meeting of the Commission is December 11, 2019 at 5 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.**

Meeting Summary prepared by Lisa Morgan, Administrative Assistant, Community Development
Not approved until next meeting