HISTORIC PRESERVATION COMMISSION
Meeting Summary

January 8, 2020, 5:00 p.m.

Item 1. Call to Order

Chairman Bissell called the meeting to order at 5:02 p.m.

Item 2. Roll Call

PRESENT: David Adams, Betty Bissell, Darryl Couts, Marilyn Gerdes and Dennis Hartman

ABSENT: Rick deFlon and Sylvia Eales

PUBLIC PRESENT: 2 in attendance

STAFF PRESENT: Doug Hermes, Planning Consultant, Melinda Mehaffy, Economic Development Director, Laura Mize, Neighborhood Specialist, Councilmember Liaison Sonya Morgan, and Lisa Morgan, Administrative Assistant, Community Development.

Item 3. ELECTION OF OFFICERS:

Chairman Bissell asked for nominations for Commission officers for 2020.

Commissioner Adams nominated Betty Bissell for Chairman. The nomination was seconded by Commissioner Gerdes. The nomination was approved by acclimation.

Commissioner Gerdes nominated Dennis Hartman for Vice-Chairman. The nomination was seconded by Commissioner Adams. The nomination was approved by acclimation.

Item 4. Approval of Meeting Summary – December 11, 2019

Commissioner Couts made a motion to approve the December 11, 2019 meeting summary. Commissioner Gerdes seconded the motion. Motion Carried.

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

Item 5. COA’s administratively approved since last meeting: None

Item 6. COA: HPC-19-036 – An application by Devin Wilmoth on behalf of home owner Eric Henson for a Certificate of Appropriateness to install new vinyl windows replacing the old aluminum windows and paint the front porch white at 604 Benton.
Chairman Bissell asked for the staff report. Mr. Hermes presented the information for the COA application as described in the staff report.

Chairman Bissell inquired what condition the windows were in. Mr. Wilmoth responded the windows were rotten and at the time he didn’t know it was a historic home. Mr. Wilmoth stated there was no one that carried wood windows any longer. Commissioner Adams and Chairman Bissell offered to give Mr. Wilmoth some contact information of places where appropriate wood windows are available.

Home owner Erich Henson stated he wanted to help the community and understood the importance of maintaining the historic look of the property.

The commission asked if the applicant and property owner would be willing to modify the proposal to use a double hung widow in place of the single pain window that had been installed. The applicant agreed to do so.

Commissioner Adams moved to approve Case No. HPC-19-036 with the revision the current single pain hung window be removed and a double hung window be installed in its place at 604 Benton. Commissioner Couts second the motion.

Vote: Motion passed 5-0-0
Yes: Commissioners: Adams, Bissell, Couts, Gerdes and Hartman
No: None
Abstain: None

**Item 7. STAFF COMMENTS**

Mr. Hermes stated that city staff will be sending out the revised copy of the COA Approval Matrix to the Commission prior to the next meeting.

Melinda Mehaffy, Economic Development Director, introduced Neighborhood Specialist, Laura Mize. Ms. Mehaffy noted that May is National Historic Preservation Month and said staff would like to suggest holding the city’s Preservation Awards Program along with other preservation related activities in that month. She also said that Brent McElwee invited the Commission to tour the Buckley building and the East Broadway building was demolished earlier in the week.

**Item 8. COMMENTS OF COMMISSIONERS**

Commissioner Geredes wanted to know what type of outreach is being done to continue to educate citizens and homeowners about the city’s preservation program. Ms. Mehaffy is talking about putting a marketing campaign together to continue getting the information out to the public.

Commissioner Hartman said that the tax credit program for neighborhood preservation went well.

**Item 9. ADJOURN**

Meeting was adjourned at 5:36 p.m.
The next meeting of the Commission is February 12, 2020 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