

**AGENDA  
HUTCHINSON LANDMARKS COMMISSION**

Thursday, January 16, 2020 – 4:00 PM  
City Council Conference Room  
125 East Avenue B, Hutchinson, Kansas

**1. ROLL CALL**

- Higgins (Vice Chair)     Bartlett (Chair)     Whetzel     Haag  
 Wall     Dawson     Holmes

**2. APPROVAL OF MINUTES** – Meeting of November 14, 2019

**3. WRITTEN REPORTS:**

a. Projects Approved Administratively

Project #	Address	Description	Local Landmark	District and Contributing Status
ADM19-000012	15 S Cleveland St	Reinstall Wood Windows, reroof & add deck in rear	No	Houston Whiteside District (non-contributing)
ADM19-000013	400 S Main St	Two Freestanding Signs	No	Kelly Mills, Individually Listed
ADM20-000001	515 East Avenue A	New Siding on South and Southeast Walls	Yes	Houston Whiteside District (contributing), Scheble-Menke-Van Zandt House

- b. Projects Approved by the SHPO – None  
 c. Projects Approved by City Council– None  
 d. Other Reports – None

**4. NEW BUSINESS**

- a. Resolution of 2020 Meeting Dates

**5. OLD BUSINESS** – None

**6. OTHER BUSINESS**

- a. Kansas Historic Sites Board of Review – February 3, 2020 – Delisting of Kansas Sugar Refining Company  
 b. Open comments from the audience.

**7. ADJOURNMENT**

The next Landmarks Commission is set for **4:00 pm, Thursday, February 13, 2020**, at City Hall.

Staff Contacts:	Ryan Hvitløk	620-694-2681	Aaron Barlow	620-259-4198
	Amy Allison	620-694-2638	Jim Seitnater	620-694-2677
	Charlene Mosier	620-259-4133		



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**MINUTES****HUTCHINSON LANDMARKS COMMISSION**

City of Hutchinson

Thursday, November 14, 2019 – 4:00 p.m.

City Council Chambers

125 E. Avenue B, Hutchinson, Kansas

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**1. Roll Call**

The meeting was called to order at 4:00 PM.

Members present: Jo Higgins (6/8), Joel Haag (6/8), Wes Bartlett (7/8), Shannon Whetzel (6/8), Gale Wall (6/8), and Greg Holmes (6/8). Chelsey Dawson (4/8) was absent.

Planning Staff present: Aaron Barlow, Associate Planner; Ryan Hvitløk, Director of Planning and Development; and Charlene Mosier, Planning Technician.

**2. Welcome by Chairperson****3. Approval of Minutes**

Higgins made a motion to approve the minutes from October 24, 2019 seconded by Haag, passed unanimously.

**4. Written Reports**

- a. Projects Approved Administratively – None
- b. Projects Approved by the SHPO – None
- c. Projects Approved by the City Council – None
- d. Other Reports – None

**5. NEW BUSINESS****a. Union Labor Temple Letter of Support**

Barlow said staff will draft a letter of support for Historic Preservation Fund grant funding for the Union Labor Temple. This building was originally a Carnegie Library. The application is due December 2. The property has some bricks and wood that have shifted and need repair. Bricks have fallen through a ceiling. The work is internal; however, it is connected to an external wall.

**b. Historic Preservation Fund Grant Projects**

The commission discussed possible projects for Historic Preservation Fund Grant projects. There are several buildings that are of concern. The Landmark Hotel has open windows that should be boarded up. St. Elizabeth Hospital was donated to Interfaith Housing Services and was not selected to receive grant funds this year. The building has had much vandalism.

Using grant funds for gap funding for Houston Whiteside projects was another possibility. Barlow said finding a home that could be used to demonstrate window repair and other repairs could be part of an educational seminar. Higgins said she had concerns on the attendance for this type of seminar.

Wall believes Memorial Hall is under utilized and needs upgrading. The longer it is put off the more it will cost. Haag said studies have been done on this building in years past and it may be interesting to compare it to a new report. Discussion ensued. Wichita has the Cotillion which is well utilized, and Joplin has a building similar to Memorial Hall.

A motion was made by Higgins, seconded by Wall to recommend a report on plans for Memorial Hall utilizing Historic Preservation Grant Funds. The motion was seconded by Wall and passed unanimously.

**6. OLD BUSINESS**

- a. LMD19-000003 – 524 East 1<sup>st</sup> Avenue, Demolition Appeal – Approved by City Council
- b. LMD19-000004 – 541 East Avenue A, Demolition Appeal – Approved by City Council

**7. OTHER BUSINESS**

- a. Kansas Historic Sites Board of Review – February 3, 2020 – Delisting of Kansas Sugar Refining Company
- b. Open comments from the audience – None.

**8. Adjournment**

The meeting adjourned at 4:40 p.m. The next Landmarks Commission meeting is set for 4:00 p.m., Thursday, December 12, 2019.

Respectfully Submitted,

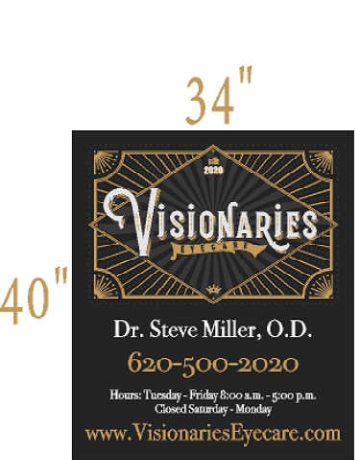
Charlene Mosier  
Planning Technician  
Approved this    day of            2019.

Attest: \_\_\_\_\_

Item 3a

APPROVED

amy.allison , 12/31/2019, 4:10:06 pm



**RESOLUTION NO. 2020-LM-01**

**A RESOLUTION SETTING THE PLACE, DATES AND TIMES OF MEETINGS OF THE LANDMARKS COMMISSION**

WHEREAS, the LANDMARKS COMMISSION conducts public meetings, considers various matters, and makes recommendations to the City Council of the City of Hutchinson, Kansas; and

WHEREAS, the LANDMARKS COMMISSION customarily meets twice a month at a time and place set by resolution of the LANDMARKS COMMISSION, and

WHEREAS, the LANDMARKS COMMISSION desires to set regular meetings for once per month, with the second meeting date held in reserve as an alternate date for training or to consider cases as needed:

NOW, THEREFORE, BE IT RESOLVED BY THE LANDMARKS COMMISSION, that:

SECTION 1. The regular and alternate meetings of the LANDMARKS COMMISSION shall be held in City Hall, 125 East Avenue B, Hutchinson, Kansas.

SECTION 2. Regular meetings of the LANDMARKS COMMISSION shall be held on the following dates for 2020:

January 16	April 9	July 9	October 8
February 13	May 14	August 13	November 12
March 12	June 11	September 24	December 10

SECTION 3. Alternate meetings of the LANDMARKS COMMISSION shall be held on the following dates for 2020 on an as-needed basis:

January 30	April 23	July 23	October 22
February 27	May 28	August 27	
March 26	June 25		

SECTION 3. Regular and alternate meetings of the LANDMARKS COMMISSION shall commence at 4:00 p.m.

SECTION 4. The Chairman or Vice-Chairman may call special meetings of the LANDMARKS COMMISSION and may set the place, date and time of the special meeting.

SECTION 5. The Chairman or Vice-Chairman may change the place, date and time of a regular or alternate meeting or may cancel a regular meeting. No cancellation shall be required for alternate meetings.

ADOPTED BY THE LANDMARKS COMMISSION this 16th day of January, 2020.

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Chairperson

ATTEST:

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Ryan Hvitløk, AICP, Director of Planning and Development