



AGENDA
HUTCHINSON LANDMARKS COMMISSION
Thursday, June 23, 2016 – 4:00 p.m.
City Council Chambers
125 East Avenue B, Hutchinson, Kansas

1. ROLL CALL

- | | | |
|----------------------------------|--|---------------------------------|
| <input type="checkbox"/> Higgins | <input type="checkbox"/> Bartlett (Vice Chair) | <input type="checkbox"/> Hixson |
| <input type="checkbox"/> Wall | <input type="checkbox"/> Maready (Chair) | <input type="checkbox"/> Holmes |
| <input type="checkbox"/> Karam | | |

2. WELCOME BY CHAIRPERSON

3. APPROVAL OF MINUTES – Meeting of May 12, 2016

4. PROJECTS APPROVED ADMINISTRATIVELY

Project #	Address	Description	Local Landmark	District and Contributing Status
16-LM-08	612 E. Avenue A	Replace asphalt composition shingles on house with 30-year asphalt composition shingles	Not Listed	Wiley House, Houston Whiteside National Register District (C)* status subject to change

5. PROJECTS APPROVED BY THE SHPO – None.

6. PROJECTS APPROVED BY THE CITY COUNCIL – None.

7. OLD BUSINESS

- a. Inventory of Houston Whiteside Historic District properties.

8. NEW BUSINESS

- a. Farewell to Ashley.
- b. Nominate and elect a new Chair.
- c. Update on Comprehensive Plan. July 28 public meeting.
- d. Update on Associate Planner Position.

Staff Contacts:	Jana McCarron	620-694-2681	Casey Jones	620-694-2667
	Amy Denker	620-694-2638	Stephanie Stewart	620-694-2617
	Front Desk	620-694-2639	Charlene Mosier	620-694-2635

Note: Persons needing special accommodations should contact Meryl Dye, Assistant City Manager, at 620-694-2608 or 7-1-1 TDD Kansas Relay at least 48 hours prior to the meeting.

May 12, 2016

Landmarks Commission Agenda

9. OTHER BUSINESS

- a. Open comments from the audience. (Please limit comments to five minutes.)
- b. 2016 Historic Preservation Action Plan Status Update

Action Item	Description	Responsible Party	Timeline	Status Update
1.1.a.	Link Facebook Pages to resources	Houston Whiteside Neighborhood Association	Jan 2016	
1.4.a.	Apply for HPF grant	Preservation Planner	Feb 2016	Grant awarded 5/2/2016.
2.1.a.	Take photos of all Houston Whiteside properties	Landmarks Commission	Dec 2015- Apr 2016	Complete.
3.5.a.	Acquire lists of new utility billing accounts in the HW District and mail information to owner / tenant	Preservation Planner	Jan 2016 & Monthly thereafter	Awaiting hire of Associate Planner
3.7.	Consider re-establishing a Friends of Preservation Group	Landmarks Commission	2016	Staff met with Tony Karam on 1/20/2016 and provided him with a list of names of former members
4.1.a.	Research other cities for fines	Preservation Planner	Feb-Apr 2016	Awaiting hire of Associate Planner
4.2.	Apply for grant funding for cost estimator	Preservation Planner	Feb 2016	Grant awarded 5/2/2016.
4.3.a.	Reference the State's list of preservation contractors on the City's website	Preservation Planner	Quarterly	Awaiting hire of Associate Planner
4.3.b.	Add preservation resources and links to useful information	Preservation Planner	Quarterly	Some links have been established; Awaiting hire of Associate Planner

10. ADJOURNMENT

MINUTES**HUTCHINSON LANDMARKS COMMISSION**

City of Hutchinson

Thursday, May 12, 2016 – 4:00 p.m.
City Council Conference Room
125 E. Avenue B, Hutchinson, Kansas

1. Roll Call

Members present: Ashley Maready, Tony Karam, Wes Bartlett, Greg Holmes, Jo Higgins, Gale Wall and Warren Hixson.

Staff present: Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Stephanie Stewart, Planning Technician.

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

Karam motioned to approve the March 24, 2016 minutes. Holmes seconded, and it was passed unanimously.

4. Projects Approved Administratively:

16-LM-05: 521 E Sherman Ave. - replace existing front porch flooring and install stair railings.

16-LM-06: 621 E Avenue A - reroof detached garage.

16-LM-07: 615 E Sherman Ave. - reroof house.

5. Projects Approved by the SHPO: None

McCarron said that the Pegues Building at 208 N Main St has been purchased to renovate into apartments, and the owner will be applying for state historic tax credits, so the state will perform the historic review for this project.

6. Projects Approved by the City Council: None.**7. Old Business****a. 2016 Historic Preservation Fund (HPF) Grant**

Jones announced that on May 2, 2016, the City was awarded the HPF Grant. The State will soon send a proposed contract to the City for review and approval.

b. Inventory of Houston Whiteside Historic District properties

The commission reviewed the listed properties on the south side of Avenue A. 539 E Avenue A has been demolished.

621 E Avenue A has been changed to Non-Contributing due to the installation of new siding unlike the original siding.

8. New Business

a. Training: Video

The commission and staff viewed a video entitled, "Are you a closet preservationist?" featuring speaker, Caitlin Meives.

10. Adjournment – The meeting adjourned at 4:55 p.m.

Respectfully Submitted,
Stephanie Stewart, Planning Technician

Approved this ____ day of _____, 2016.

Attest: _____