HUTCHINSON LANDMARKS COMMISSION

CITY OF HUTCHINSON

AGENDA
HUTCHINSON LANDMARKS COMMISSION
Thursday, April 24, 2016 – 4:00 p.m.
City Council Chambers
125 East Avenue B, Hutchinson, Kansas

1. **ROLL CALL**

Higgins	Bartlett (Vice Chair)	Hixson
Wall	Maready (Chair)	Holmes
Karam		

2. **WELCOME BY CHAIRPERSON**

3. **PROJECTS APPROVED ADMINISTRATIVELY** – None.

4. **PROJECTS APPROVED BY THE SHPO** – None.

5. **PROJECTS APPROVED BY THE CITY COUNCIL** – None.

6. **NEW BUSINESS**
   a. **16-LM-02: Consider a request for Landmarks Commission approval of proposed window replacements and exterior modifications to the house at 519 E Avenue A (Knorr House), a Contributing Structure to the Houston Whiteside National Register District.**
   Property Owners: Higinio and Maria Castillo
   Applicant: Dean Hachenberger, DH Home Improvement
   Staff Representative: Casey Jones, AICP, Senior Planner

7. **OLD BUSINESS**
   a. 2016 Historic Preservation Fund (HPF) Grant Application – Submitted 3/17/2016.
   b. Inventory of Houston Whiteside Historic District properties.

8. **OTHER BUSINESS**
   a. Open comments from the audience. (Please limit comments to five minutes.)

9. **ADJOURNMENT**

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.

Item 6.a.

LANDMARKS COMMISSION
STAFF REPORT

PUBLIC MEETING: 3/24/2016
620-694-2639

March 17, 2016

Photo of the subject property, 519 E Avenue A

TO: Hutchinson Landmarks Commission

FROM: Casey A. Jones, AICP, Senior Planner CJ

SUBJECT: Case #16-LM-02, 519 East Avenue A

APPLICANT: Dean Hachenberger,
DH Home Improvement

OWNER: Higinio and Maria Castillo

REQUEST: Request for Landmarks Commission approval of exterior modifications to the house at 519 E Avenue A.

STAFF RECOMMENDATION

Staff's recommendation on each aspect of the proposed project is noted in the table on the following pages. Staff has made these recommendations after reviewing the proposed project against the *Secretary of the Interior's Standards for Rehabilitation*.

MOTION

Motion to [approve/deny] this request for Landmarks Commission approval of the proposed exterior modifications based on finding that the project [meets/does not meet] the *Secretary of the Interior's Standards for Rehabilitation* and that the project [will/will not] damage or destroy the historic character of the home and the character of the Houston Whiteside National Historic District.

BACKGROUND

The subject property is located at **519 East Avenue A** and is a contributing structure to the Houston Whiteside National Register Historic District. A map of the property is attached as **Exhibit A.** The property is a single family dwelling. According to the Reno County Appraiser's Property Record Card **(Exhibit C)**, the house was constructed in 1905, it was considered unlivable in 2000, and it was gutted in 2015.

A description of the property from its 2003 *National Register Nomination* is attached as **Exhibit B**. The nomination includes a description of a "contributing outbuilding to the rear." Today there is no outbuilding, and the City does not have a record of the demolition.

The existing house has wood clapboard siding on the first and second levels on all four elevations and wood shingles in the gable ends at the attic level. The house has been painted recently and has a composition shingle roof that was installed in 2010. A number of windows are missing or have been removed, and many of the windows are in deteriorated condition.

The applicant requests the Landmarks Commission's approval to make several exterior modifications to the house. The Design Review Committee met on 2/25/2016, to conduct a preliminary review of the applicant's proposal. The Committee provided feedback to the applicant, and a summary of the meeting is attached as **Exhibit D.** Examples of vinyl and wood windows the applicant proposes to install are attached as **Exhibit F**, and **Exhibit G** contains a schematic of the wood window.

Photographs of the property with annotations describing the proposed modifications are attached as **Exhibit H**. The scope of work includes modifications to all four elevations. The proposed modifications and Staff's recommendations on each are listed in table below.

The proposed project must be reviewed by the Landmarks Commission because it falls into the category of "major exterior building changes or alterations," and "alterations using unlike materials" according to the adopted *Project Review List for Historic Resources.*

PROPOSED SCOPE OF WORK AND STAFF RECOMMENDATIONS

1. North Elevation (Front)	
Proposed Modification	**Staff Recommendation**
a. Elimination of the left-hand and right-hand windows (two windows) on the second story sleeping porch, and installation of wood lap siding.	Denial. The three windows on the front elevation are a visible, character-defining feature. Staff recommends that all three windows be maintained and wood windows be installed. *Standards #2, #5, and #9 are not met.*
b. Replacement of the center window sleeping porch with a wood window on the second story sleeping porch.	Approval. (Staff recommends that all three windows be replaced with wood windows.)
c. Replacement of two wood windows with one wood window on the second story above the main entry door.	Denial. The existing windows are a distinctive, character-defining feature. Staff recommends that the windows be replaced with wood windows of the same size and configuration. *Standards #2 and #5 are not met.*
d. Elimination of the door in the "off-centered gable pedimented porch entry" on the ground level and installation of wood lap siding.	Denial. The pedimented porch entry is a character-defining feature and is not recommended to be removed. *Standards #2 and #5 are not met.*

2. South Elevation (Rear)	
Proposed Modification	**Staff Recommendation**
a. Elimination of the left-hand and right-hand windows (two windows) on the second story and installation of wood lap siding.	Approval. These windows are on the rear of the house (facing the alley), and they have no distinctive features.
b. Replacement of the center window with a vinyl window on the second story.	Approval. This window is on the rear of the house and is not a character-defining feature.

3. East Elevation (Left Side)	
Proposed Modification	**Staff Recommendation**
a. Elimination of all four East-facing windows on the second story sleeping porch and installation of wood lap siding.	Denial. These sleeping room windows are a unique, visible feature and are near the front of the house. *Standard #2 is not met.*
b. Elimination of one East-facing window in the gable on the second story and installation of wood lap siding.	Denial. This window has a wooden pediment, which is a distinctive feature. Staff recommends this window be replaced with a wood or vinyl window and the pediment be maintained. *Standard #5 is not met.*
c. Elimination of two East-facing windows on the second story near the rear of the house and installation of wood lap siding.	Approval. These windows are not distinctive and are near the rear of the house.

4. West Elevation (Right Side)	
Proposed Modification	**Staff Recommendation**
a. Elimination of South-facing door on the second story and installation of wood lap siding.	Approval. This entry faces the alley. It is currently boarded up and opens onto the roof of the first story.
b. Replacement of glass in bathroom window with opaque glass on the second story.	Approval. This window is near the rear of the house and cannot be seen from the front. The existing glass is not distinctive, and the opaque glass will result in a minimal change in appearance.

ANALYSIS: Secretary of the Interior's Standards for Rehabilitation

Kansas State Statute 75-2724 governs Historic Review of properties. Under the statute, projects may be approved for historically-designated properties as long as the determination is made that the project will not "damage or destroy" the historic structure or the district. The *Secretary of the Interior's Standards for Rehabilitation* are national standards that the Kansas State Historical Society uses to perform the Historic Review and make the "damage or destroy" determination (K.A.R. 118-3-8).

Since the Hutchinson Landmarks Commission is a Certified Local Government, the State has granted authority to the Commission to perform Historic Review on its behalf.

The Commission must consider the following standards when reviewing an applicant's project and determine whether each standard is met or is not met.

Secretary of the Interior's Standards for Rehabilitation
The following standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.
1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2.	The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3.	Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features ore architectural elements from other buildings, shall not be undertaken.
4.	Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5.	Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6.	Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
7.	Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8.	Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9.	New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
10.	New additions and adjacent or related new constructions shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Conclusion

The Landmarks Commission will need to make a determination on each aspect of the proposed project, as follows:

State and National Historic Register Determination

Will the proposed project "damage or destroy" the historic significance of the structure or the district? This determination should be based upon a finding that the *Secretary of the Interior's Standards for Rehabilitation* are (met/not met).

The Landmarks Commission may approve the project in whole or in part, approve the project subject to certain modifications, or deny the project. If the Landmarks Commission denies the project, the Commission must state the reason for the denial and list acceptable project alternatives. The applicant may then alter the plans to comply with the alternatives, and staff will issue an approval letter.

If the applicant determines that the project alternative that the Landmarks Commission has requested is not feasible, the applicant may appeal the decision of the Landmarks Commission to the City Council. If the proposal is appealed, City Council will, after a consideration of all relevant factors, weigh the proposal against the standard of "no feasible and prudent alternative" to the project.

Should City Council make a finding that there is no feasible and prudent alternative to the proposal, the state shall be given a minimum of five days' notice of determination, by certified mail, of City Council's action.

Exhibits

A. Map of the subject property (519 E Avenue A)
B. Survey description from 2003 National Register Nomination
C. Reno County Appraiser's property record card, updated 3/11/2016
D. Design Review Committee Notes – 2/25/2016
E. Landmarks Commission Historic Review Application
F. Photos of vinyl and wood window prototypes
G. Window schematic from TA Millwork, LLC
H. Annotated photographs of the subject property, taken 2/19/2016
I. Photograph by Reno County Appraiser, taken circa 2013
J. Photograph by City of Hutchinson, taken 10/22/2006
K. List of Structures in the Houston Whiteside Historic District, Updated 4/2015

CC: Jana McCarron, AICP, Director of Planning and Development
Stephanie Stewart, Planning Technician

CITY OF HUTCHINSON

16-LM-02: Aerial Map

Exhibit A

Legend

519 E Avenue A

Property Lines

519 E. Avenue A., Hutchinson, KS

0 37.5 75 150 Feet

N

square paneled wood columns and a pedimented gable entry on the west. There is a one-story, two car, side gable ***non-contributing*** garage at the rear, with a gable wall dormer on the north elevation. The house is designated as a local landmark.

519 E. Avenue A, Knorr House. (c. 1905) ***Contributing***
This two-story *National Folk: gable-front-and-wing* house has a shed roof over a second story addition on the east elevation. The moderately-steep pitched gable roofs have open, overhanging eaves. The full width front porch has a low hipped roof with slightly off-centered gable pedimented porch entry. The porch supports are square wood. There are wood shingles in the gable ends at the attic level. There is a ***contributing*** outbuilding to the rear, with halifax roof, close eaves, clapboard siding, and doors on the east elevation.

522 E. Avenue A, Carr House. (c. 1888)[12] ***Non-contributing***
The narrow vinyl siding on this *Foursquare* house does not significantly detract from its architectural integrity, and removal would change the contributing status of the building. The house features a hip roof with enclosed eaves and brackets. There is a centered gablet roof dormer. The full width, one-story hip roof porch has round classical columns set on wood piers. The raised lawn has a stone retaining wall. There is a two car, hip roof ***contributing*** garage with open overhanging eaves and exposed rafter tails at the alley.

523 E. Avenue A, Myers House. (c. 1900) ***Non-contributing***
Possibly originally an Italianate house, this L-plan house has non-original asbestos siding, an early twentieth century porch (not original and partially enclosed), and modified window openings. All of these alterations diminish its architectural integrity.

524 & 524-1/2 E. Avenue A, house. (c. 1888; porch c. 1930s) ***Contributing***
A one-and-a-half story *Queen Anne* residence with later *Craftsman* style porch, which is now historic in its own right. The house is clad with wood shingles, and the porch piers and balustrade is also shingles. The one-story, full width porch has a pedimented gable entry, with squat, square tapering wood columns set on piers. The double-hung windows vary in size, and are single, paired, and grouped.

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[12]The style indicates a later construction date than that recorded on the survey form.

Property Record Card

Exhibit C

Parcel ID: 078-134-18-0-20-28-011.00-0 Quick Ref: R25852 Tax Year: 2016 Run Date: 3/11/2016 8:45:00 PM

OWNER NAME AND MAILING ADDRESS

CASTILLO, HIGINIO & MARIA DEL SOCOR

903 E SHERMAN AVE
HUTCHINSON, KS 67501

PROPERTY SITUS ADDRESS

519 E AVENUE A
Hutchinson, KS 67501

Image Date: 06/08/2015

INSPECTION HISTORY

Date	Time	Code	Reason	Appraiser	Contact	Code
03/09/2016	1:10 PM	9	P	249		
11/04/2015	11:10 AM	9	P	249		
06/03/2015	1:45 PM	5	17	249		

LAND BASED CLASSIFICATION SYSTEM

Function:	1101	Single family re: Sfx: U
Activity:	1100	Household activities
Ownership:	1100	Private-fee simple
Site:	6000	Developed site - with building

BUILDING PERMITS

Number	Amount	Type	Issue Date	Status	% Comp
99999		Interior Remodel	07/26/2012	O	0
69252	600	Porch Addition (OFP/SFP/EFP)	04/04/2012	C	100
65992	4,500	Roof	11/10/2010	C	100

GENERAL PROPERTY INFORMATION

Prop Class:	R	Residential - R
Living Units:	1	
Zoning:	R4	
Neighborhood:	101C	101C
Economic Adj. Factor:		
Map / Routing:		
Tax Unit Group:	005	

PROPERTY FACTORS

Topography:	Level - 1
Utilities:	All Public - 1
Access:	Paved Road - 1,Sidewalk - 6
Fronting:	Residential Street - 4
Location:	Neighborhood or Spot - 6
Parking Type:	On and Off Street - 3
Parking Quantity:	Adequate - 2
Parking Proximity:	On Site - 3
Parking Covered:	
Parking Uncovered:	

2016 APPRAISED VALUE

Cls	Land	Building	Total
R	2,840	3,430	6,270
Total	2,840	3,430	6,270

2015 APPRAISED VALUE

Cls	Land	Building	Total
R	2,780	5,120	7,900
Total	2,780	5,120	7,900

TRACT DESCRIPTION

BROWN & BIGGERS , Lot 70 , SECTION 18 TOWNSHIP 23 RANGE 05W

PARCEL COMMENTS

GenCom: DEED CHG 6/25/13 AMH; DEED CHG 3/20/12 AMS; DEED CHANGE 8/12/10 WE CHG ADD CVN 3/5/08 GL DEED CHANG; Prop-Com: AN: DWG GUTTED 6/2015; HISTORICAL DISTRICT; "KNORR HOUSE"; ADD 1 BEDROOM PER AVQ '12; SV-252-9/10; OLD CELLAR'04; UNLIVABLE'00; NO CAN'S'09; SV-252-6/09; PERMIT#69252 REPAIR PORCH & SIDING; SV-256-7/12; CHG 622 TO 2206 FROM 2233, CHG TO SINGLE FAMILY, CHG BATHROOM COUNT TO 2, CHG 313 TO 309 PER AVQ (BEFORE SALE) '13; SV-256-7/13

MARKET LAND INFORMATION

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	OVRD	Rsn	Cls	Model	Base Size	Base Val	Inc Val	Dec Val	Value Est
Sqft	1-Primary Site - 1	10,313											62	7,500.00	0.33	0.13	0.13	2,840

Total Market Land Value 2,840

Parcel ID: 078-134-18-0-20-28-011.00-0 | Quick Ref: R25852 | Tax Year: 2016 | Run Date: 3/11/2016 8:45:00 PM

DWELLING INFORMATION

Res Type:	1-Single-family Residence
Quality:	3.00-AV
Year Blt:	1905 Est:
Eff Year:	
MS Style:	2-Two Story
LBCSStruct:	1110-Detached SFR unit
No. of Units:	
Total Living Area:	
Calculated Area:	2,206
Main Floor Living Area:	1,155
Upper Floor Living Area Pct:	91
CDU:	01 - UN
Phys/Func/Econ:	UN / /
Ovr Pct Gd/Rsn:	
Remodel:	
Percent Complete:	
Assessment Class:	
MU Cls/Pct:	

COMP SALES INFORMATION

Arch Style:	09-Old Style
Bsmt Type:	2-Crawl - 2
Total Rooms:	11 Bedrooms: 4
Family Rooms	
Full Baths:	2 Half Baths:
Garage Cap:	
Foundation:	Block - 3

IMPROVEMENT COST SUMMARY

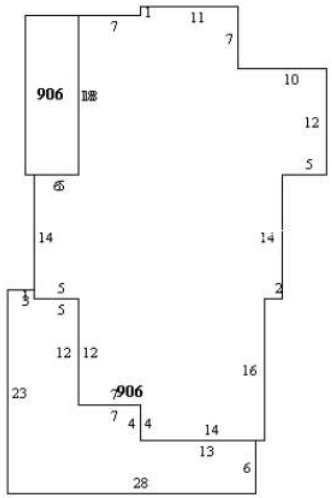
Dwelling RCN:	171,627
Percent Good:	2
Mkt Adj: 100	Eco Adj: 100
Building Value:	3,430
Other Improvement RCN:	0
Other Improvement Value:	0

CALCULATED VALUES

Cost Land:	2,840
Cost Building:	3,430
Cost Total:	6,270
Income Value:	0
Market Value:	-14,800
MRA Value:	-15,100

FINAL VALUES

Value Method:	COST
Land Value:	2,840
Building Value:	3,430
Final Value:	6,270
Prior Value:	7,900



BUILDING COMMENTS

DwellCDU: CDU Rsn: PS; DwellCom: 913=9X12 NO VECTOR UPPER FLOOR

SKETCH VECTORS

A0CU14R5U18R7U1R11D7R10D12L5D14L2D16L14U4L7U12L5; A1U14L1CU18X6; A2CR5D12R7D4R13D6L28U23R3D1

DWELLING COMPONENTS

Code	Units	Pct	Quality	Year
104-Frame, Plywood or Hardboard		100		
208-Composition Shingle		100		
309-Forced Air Furnace		100		
402-Automatic Floor Cover Allowance				
601-Plumbing Fixtures (#)	8			
602-Plumbing Rough-ins (#)	1			
622-Raised Subfloor (% or SF)	2,206			
906-Wood Deck (SF) with Roof	108			
906-Wood Deck (SF) with Roof	327			
913-Enclosed Wood Deck (SF), Screened Walls	108			

Exhibit D

HUTCHINSON LANDMARKS COMMISSION

DESIGN REVIEW COMMITTEE

Thursday, February 25, 2016 – 3:30 p.m.

Property: 519 E. Avenue A. Knorr House, Houston Whiteside District, Contributing Structure
Owners: Higinio and Maria del Socorro Castillo
Contractor: DH Improvement, Dean Hachenberger
Members Present: Ashley Maready, Wes Bartlett, and Tony Karam
Staff Present: Jana McCarron, Casey Jones, and Stephanie Stewart

Current condition: The house is a contributing structure. It has been painted and the front porch railing has been removed. The contributing garage has been demolished.

Project: Dean Hachenberger was contacted by the homeowners to replace 30 windows on the home. He brought in a sample of a wood window that he can purchase thru TA Millworks out of Wichita that would cost between $800 and $900 each, and a sample of a vinyl window that costs around $400. He also said the installation for wood windows could take a couple hours vs. vinyl windows taking around 30 minutes.

The home owners would like to replace the five smaller windows upstairs on the front of the house with wood windows and repair the existing larger two windows on the front. As for the remaining windows along the other three elevations, the homeowners would like to seal off a couple of the windows and replace the rest with vinyl windows.

Outcome: The Design Review Committee members agreed that Mr. Hachenberger could use an alternative material to wood if the replacement windows were matching in style. The owners could also approve closing off a couple windows, so long as they are not required for egress as determined by the Building Official. The Committee understands that the front elevation windows would need to be replaced with wood and/or repaired.

Jana and Casey said they would call Katrina Ringler at SHPO and ask for her opinion over the matter due to the homeowners' possible interest in the state tax credit.

Exhibit E

2016 LANDMARKS COMMISSION HISTORIC REVIEW APPLICATION

CITY OF HUTCHINSON

CITY OF HUTCHINSON
Planning and Development Department
125 E. Avenue B, Hutchinson, KS 67501
620-694-2639 phone ~ 620-694-2673 fax

FOR OFFICE USE ONLY
DATE RECEIVED: 3/15/2016
CASE #: 16-LM-02

LANDMARKS COMMISSION DETERMINATION:
_____ APPROVED _____ DISAPPROVED
_____ (PLANNING STAFF) _____ (DATE)

PROJECT INFORMATION

Project Address 519 E. Ave A

Applicant D H Home Imp

Mailing Address 4-17th Crestview

Phone 727-3220 E-Mail thedeanh1@cox.net

Property Owner Hicinia Castillo

Mailing Address 519 E. ave A

Phone 316-644-7648 E-Mail —

PROJECT TYPE (Type of work proposed):

- ☐ Major exterior building changes or alterations.
- ☒ Exterior building changes or alterations **using unlike materials** and/or those involving a modification of the existing size or appearance of the property.
- ☐ Electronic message board signs / digital signs.
- ☐ New development, if not included under Administrative Review.
- ☐ Major interior alterations/remodeling (e.g. remodeling of a historic floor).
- ☐ Major zoning changes (e.g. those that have the potential to change use types in a historic district.)
- ☐ Mechanical, plumbing and electrical changes that require major changes.
- ☐ Demolition of structures, unless specifically listed under Administrative Review.
- ☐ City infrastructure projects that have the potential to impact historic resources (e.g. paving over brick streets or sidewalks).
- ☐ Painting of murals (building permit not required). Painting, other than murals, shall be exempt from Historic Review.
- ☐ Any other project type not specifically listed as an Administrative Review Project. See the "2016 Administrative Historic Review Application" for projects that require only administrative review.

LANDMARKS COMMISSION HISTORIC REVIEW SUBMITTAL REQUIREMENTS (CHECK ALL ITEMS SUBMITTED.)

- ☒ **Complete Landmarks Commission Historic Review Application.**
- ☐ **Site or sketch plan.**
- ☐ **Elevation drawings, including description of materials.**
- ☐ **Floor plan or building outline.**
- ☒ **Photographs.**
- ☐ **Historic Register Description.**

HISTORIC STATUS

- ☐ **Local Landmark**
- ☐ **State Register, Individual**
- ☐ **National Register, Individual**
- ☒ **National Register District** _____

Revised 1/4/2016

CITY OF HUTCHINSON

Planning and Development Department
125 E. Avenue B, Hutchinson, KS 67501
(620) 694-2639 Fax: (620) 694-2673

GENERAL DESCRIPTION OF THE PROJECT (attach additional pages, if needed)

Replace all windows

PROJECT MATERIALS

List all components of the proposed project in the space provided. Attach additional pages, if needed.

Item	Existing	Proposed
Example *Storefront*	***Example*** *Recessed aluminum door with display window at sidewalk. Transom area over door is covered. No transom over window. Display window is double-paned. Exterior is metal framed. Interior window is wood framed.*	***Example*** *Aluminum display window and doorway (dark bronze) to be placed at street level. Glass to be ¼" tempered glass. Glass transom to be installed over doorway and display window.*
Wood	Windows	Windows

CITY OF HUTCHINSON

Planning and Development Department
125 E. Avenue B, Hutchinson, KS 67501
(620) 694-2639 Fax: (620) 694-2673

SITE PLAN CHECKLIST

THE SITE PLAN DRAWING SHALL CONTAIN THE FOLLOWING:

- ❑ The name and mailing address of the applicant and owner of record, if not the same as the applicant.
- ❑ The legal description of the property.
- ❑ Date, scale, north arrow, title and preparer's name.
- ❑ Location and dimensions of:
  - Property lines
  - Easements
- ❑ Location and dimensions of existing and proposed:
  - Structures
  - Parking spaces and drive aisles
  - Driveways
  - Loading areas
  - Trash receptacles
  - Fences
  - Screening
  - Signs
  - Lighting
  - Stormwater storage and conveyance facilities
  - Utilities (e.g. water, gas, electrical, sanitary sewer)
- ❑ Use of existing and proposed structures.
- ❑ The approximate location of structures on adjoining properties.
- ❑ Location and extent of outdoor display/storage areas, existing and proposed.

ELEVATION DRAWINGS CHECKLIST

THE ELEVATION DRAWINGS SHALL CONTAIN THE FOLLOWING:

- ❑ The name and mailing address of the applicant and owner of record.
- ❑ Date, scale, title and preparer's name.
- ❑ Height of the structure, both existing and proposed.
- ❑ Description of exterior materials, both existing and proposed.
- ❑ Drawings of all sides of the building proposed for modification.

SECRETARY OF THE INTERIOR STANDARDS FOR REHABILITATION REVIEW

(The following standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility).	MEETS	DOES NOT MEET
1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.		
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.		
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features ore architectural elements from other buildings, shall not be undertaken.		
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.		
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.		
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.		

CITY OF HUTCHINSON

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***SECRETARY OF THE INTERIOR STANDARDS FOR REHABILITATION* REVIEW (CONTINUED)**	**MEETS**	**DOES NOT MEET**
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.		
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.		
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.		
10. New additions and adjacent or related new constructions shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.		

LANDMARKS COMMISSION HISTORIC REVIEW PROCESS

1. Submit the **Landmarks Commission Historic Review Application** and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 5.
2. Prior to scheduling the case for Landmarks Commission review, a design meeting between the applicant, staff, and Landmarks Commission representatives will be required. Staff will assist the applicant in arranging the meeting.
3. Following receipt of a complete **Landmarks Commission Historic Review Application**, attendance at the design review meeting, and receipt of revised plans, if required, planning staff will schedule the application for the next available Landmarks Commission meeting.
4. Planning staff will evaluate the proposal based upon the application materials provided and the *Secretary of the Interior's Standards for Rehabilitation*. The applicant may be required to provide additional materials or information. In addition, staff may request modifications be made to the project to meet the standards.
5. Planning staff will prepare a staff report for the Landmarks Commission containing a description of the project, a copy of the application materials submitted and a recommendation.
6. The Landmarks Commission will conduct a public meeting to consider the project. **The applicant MUST be present at the meeting in order for the application to be considered. The application will be tabled if the applicant is not present.**
7. If the Landmarks Commission finds that the proposed project meets the *Secretary of the Interior's Standards for Rehabilitation* and will not damage or destroy the historic property and/or historic district, the project may proceed. If the Landmarks Commission finds that the project does not meet the standards, the applicant may: 1) Modify the project and resubmit the application; 2) Appeal the Landmarks Commission decision to the City Council; or 3) Not do the project. Appeals must be submitted within 15 days on forms provided by the City.

UNDER NORMAL CIRCMSTANCES, A MINIMUM OF 10 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct. (Signature of property owners)

Signature

Signature

Dean Hachenberger

Printed Name

Printed Name

Exhibit F

Vinyl Window Prototype (Exterior Side)

Vinyl Window Prototype (Interior Side)

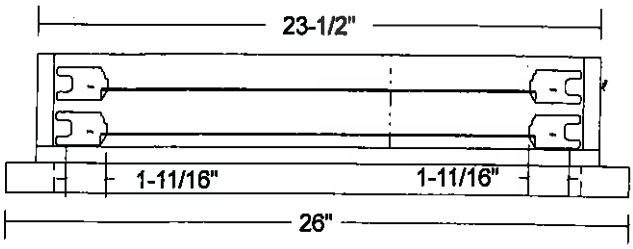
Wood Window Prototype (Exterior Side)

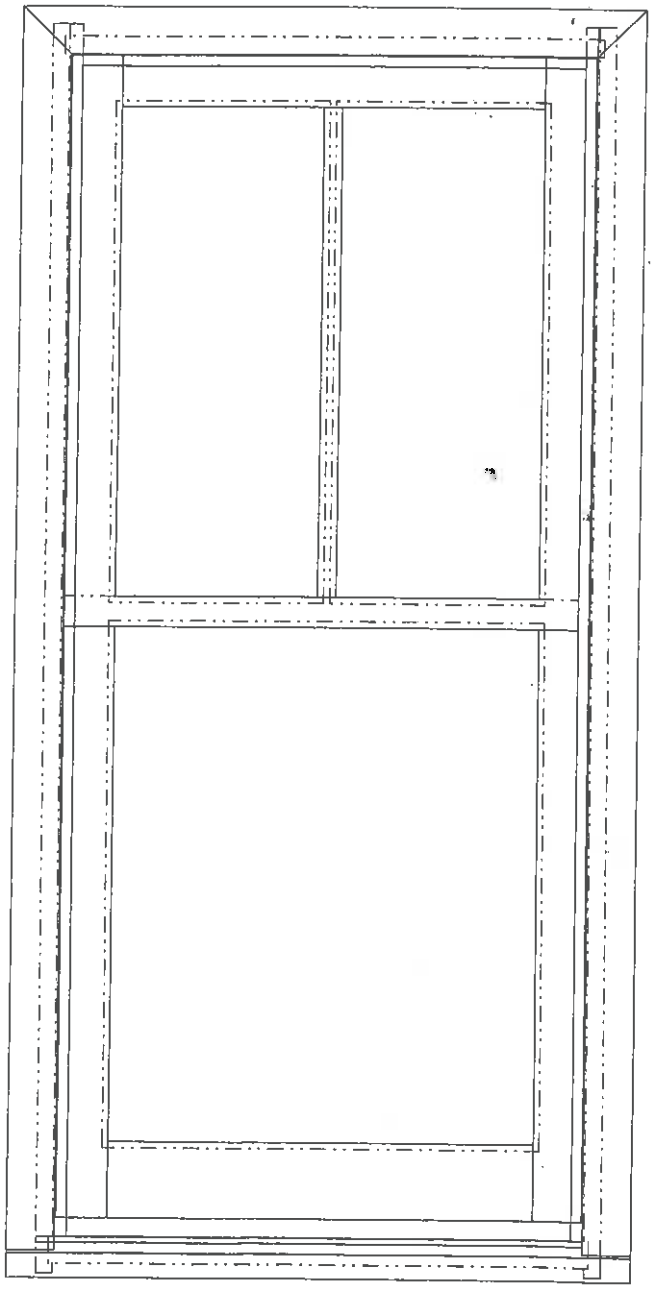
Wood Window Prototype (Interior Side)

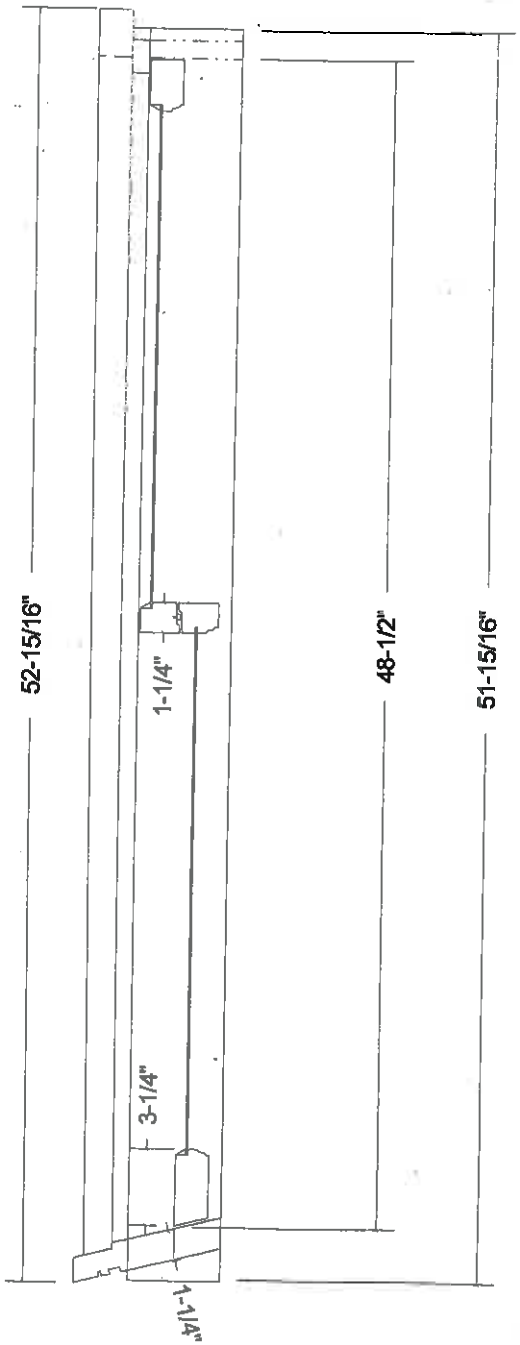
Millwork ,LLC.
Phone: (316) 744-3440
Toll Free: 888 -219-3440
FAX: (316) 744-0355
e-mail: chuck@tamillwork.com
6024 N. Broadway
Wichita, KS 67219

Exhibit G

CP 2013







519 E. Avenue A, Hutchinson, KS
Photographs Taken 2/19/2016

Owners:
Higinio & Maria del Socorro Castillo

Exhibit H

1: Eliminate window
2. Install wood window
3. Eliminate window
4. Remove 2 windows. Replace with 1 wood window
5. Eliminate door

North

North second story windows (1-3)

North second story windows (1-3)

North second story window (4)

East Elevation
Sleeping Porch
Eliminate 4 windows

East Elevation
in Gable
Eliminate 1 window
X

East elevation
second story eliminate 2 windows

East

East

South

1. Eliminate window
2. Replace with vinyl window
3. Eliminate window

South second story windows (1-3)

1. Eliminate window
2. Replace with vinyl window
3. Eliminate window

West

1. Install matching wood siding over door
2. Replace glass with opaque glass

West

1. Install matching wood siding over door
2. Replace glass with opaque glass

West

Exhibit I

519 E. Avenue A, Circa 2013

Exhibit J

519 E. Avenue A
Taken 10/22/2006

Houston Whiteside Historic District Reno County

402 E. 1st Ave., (C);
403 E. 1st Ave., (C);
407 E. 1st Ave., John Nelson House, (C);
411 E. 1st Ave., Bradley House, (C);
413 E. 1st Ave., McKittrick House, (NC);
415-415½ E. 1st Ave., (NC);
417 E. 1st Ave., Chubbock House, (NC);
423 E. 1st Ave., Price Caretaker's House, (C);
428 E. 1st Ave., (C);
429 E. 1st Ave., Price House, (C);
429 E. 1st Ave., Price Carriage House (needs accessed, not in original nomination)
500 Block of E. 1st Ave., Major W.L. Brown Park, (C);
502 E. 1st Ave., Broadmoor Apartments, (C);
510 E. 1st Ave., (C);
507 E. 1st Ave., Redhead House, (C);
514 E. 1st Ave., Moore House, (C);
515 E. 1st Ave., Richards House, (NC);
517 E. 1st Ave., Pegues House, (NC);
518 E. 1st Ave., Hill House, (C);
521 E. 1st Ave., Nussbaum House, (NC);
522 E. 1st Ave., (C);
524 E. 1st Ave., Talmadge House, (C);
526 E. 1st Ave., Payne House, (~~NC~~); DEMOLISHED (date unknown) sjm 4/2014
527 E. 1st Ave., Vincent House, (NC);
528 E. 1st Ave., Downey House, (C);
530 E. 1st Ave., (C);
532 E. 1st Ave., (C);
534-536 E. 1st Ave., Haines House, (C);
539 E. 1st Ave., (NC) appears the vinyl siding has been removed, re-evaluate status;
541 E. 1st Ave., (NC);
543 E. 1st Ave., (C);
~~545 E. 1st Ave., Smith-Mayes House, (C)~~; DEMOLISHED 04/2015
546 E. 1st Ave., (NC);
547 E. 1st Ave., Schlaudt House, (NC);
548 E. 1st Ave., (C);
550 E. 1st Ave., Dunkin House, (NC);
551 E. 1st Ave., (NC);
554 E. 1st Ave., Supply Company Warehouse Building (C)
600 E. 1st Ave., Kansas Sugar Refining Company Mill-Nelson Brother Manufacturing , (C);
601 E. 1st Ave., Schmied House, (NC);
605 E. 1st Ave., (~~C~~); NC sjm 4/2014
607 E. 1st Ave., (C) appears the building has been vinyl sided, re-evaluate status;
611-613 E. 1st Ave., (C);
612 E. 1st Ave., Nelson Brothers Manufacturing and Supply Co. Building, (C);

This document obtained from: http://kshs.org/natreg/natreg_listings/search/county:RN (Accessed 3/17/2016)

617 E. 1st Ave., (NC);
621 E. 1st Ave., Hurty House, (C);
629 E. 1st Ave., (C);
635 E. 1st Ave., (~~C~~); NC sjm 4/2014
637 E. 1st Ave., Schall-Hershberger House, (C);
701 E. 1st Ave., Hurty House, (~~C~~); NC sjm 4/2014
702 E. 1st Ave., Wray House, (C);
706 E. 1st Ave., Jurgens House, (C) secondary siding & a ramp installed, re-evaluate status;
709 E. 1st Ave., (C);
710 E. 1st Ave., Barnes House, (C);
714 E. 1st Ave., (C);
715 E. 1st Ave., Schwede House, (NC);
716 E. 1st Ave., (~~C~~); NC sjm 4/2014
717 E. 1st Ave., Parks House, (C);
718 E. 1st Ave., (C);
719 E. 1st Ave., Downey House, (C);
720 E. 1st Ave., (C);
721 E. 1st Ave., Davis House, (NC);
722 E. 1st Ave., (C);
723 E. 1st Ave., Totten House, (C);
724 E. 1st Ave., Wickendoll House, (NC);
726 E. 1st Ave., Garton House, (C);
501 E. Sherman St., (NC);
502 E. Sherman St., Morton House, (C);
504 E. Sherman St., Houston Whiteside House, (C);
507 E. Sherman St., (NC);
511 E. Sherman St., Setney House, (C);
512 E. Sherman St., McMillan-Kelly House, (C);
513 E. Sherman St., Hettinger-Franklin House, (NC);
521 E. Sherman St., Penney House, (C);
525 E. Sherman St., (NC);
528 E. Sherman St., McLafferty House, (C);
531 E. Sherman St., Duvall House, (NC), appears vinyl has been removed, re-evaluate status;
533 E. Sherman St., (C);
535 E. Sherman St., (NC);
536 E. Sherman St., Whitelaw House, (C);
538 E. Sherman St., Duplar House, (NC);
540 & 540½ E. Sherman St., Williams House, (NC);
543 & 543½ E. Sherman St., (NC);
544 E. Sherman St., Fontron-French House, (C);
545 E. Sherman St., (NC);
546 E. Sherman St., (NC);
548 E. Sherman St., (NC);
551 E. Sherman St., Fairchild House, (NC);
557 E. Sherman St., (C);
559 E. Sherman St., Sawyer House, (C) appears vinyl has been added, re-evaluate status;

567 E. Sherman St., (C);
600 E. Sherman St., (C);
~~601 E. Sherman St., Sweet House, (C);~~ DEMOLISHED c.2009
604 E. Sherman St., Snell-Brooks House, (C) appears vinyl has been added, re-evaluate status;
607 E. Sherman St., Barton House, (C);
608 E. Sherman St., Holaday House (C);
610 E. Sherman St., Greenlee-Hostetter House, (C);
611 E. Sherman St., (C);
615 E. Sherman St., Hettinger-James House, (C);
618 E. Sherman St., (C);
619 E. Sherman St., (NC);
620 & 620½ E. Sherman St., (NC);
622 E. Sherman St., Newton House, (NC);
623 E. Sherman St., Eisiminger House, (C);
624 E. Sherman St., Brashear House, (C);
625 E. Sherman St., (NC);
626 E. Sherman St., Jones House, (C) appears vinyl has been removed, re-evaluate status;
633 E. Sherman St., Ramsey House, (C);
700 E. Sherman St., Alexander House, (C);
701 E. Sherman St., Faulkner-Sentney House, (C);
~~701 E. Sherman St., Faulkner-Sentney Carriage House, (C);~~ DEMOLISHED 2014
500 E. Avenue A, McLeod House, Rayl-Way Home, (C);
501 E. Avenue A, Gage House, (C);
505 E. Avenue A, Chapman House/Robbins Apartments, (C) appears vinyl has been added, re-evaluate status;
506 E. Avenue A, Scales House, (NC);
507 E. Avenue A, Campbell House, (C);
508-508½ E. Avenue A, Bentley House/Adams Apartments, (C);
509 E. Avenue A, Bangs House, (C);
510 E. Avenue A, Edward Meyer House, (C);
512 E. Avenue A, Nation House, (C);
514 E. Avenue A, Simons House, (C) appears vinyl has been added, re-evaluate status;
515 E. Avenue A, Scheble-Menke-Van Zandt House, (C);
519 E. Avenue A, Knorr House, (C);
522 E. Avenue A, Carr House, (NC);
523 E. Avenue A, Myers House, (NC);
524-524½ E. Avenue A, (C);
525 E. Avenue A, (NC);
527 E. Avenue A, Moore House, (C);
528 E. Avenue A, Gano House, (C);
531 E. Avenue A, Hostutler House, (NC);
535 E. Avenue A, Schrader House, (NC);
539 E. Avenue A, Connelly House, (~~NC~~); DEMOLISHED (2013) sjm 4/2014
540 E. Avenue A, (NC);
541 E. Avenue A, (C);
542 E. Avenue A, Sawyer House, (C);

545 E. Avenue A, Chapman House, (C);
546 E. Avenue A, Vandeveer House, (C);
547 E. Avenue A, Williams House, (C);
550 E. Avenue A, Johns House, (C);
551 E. Avenue A, Brown House, (C);
600 E. Avenue A, Winslow House, (C);
601 E. Avenue A, (C);
603 E. Avenue A, (C);
606 E. Avenue A, (C) appears vinyl has been added, re-evaluate status;
607 E. Avenue A, (NC);
608 E. Avenue A, Teed House, (C);
609 E. Avenue A, (C);
610E. Avenue A, Johns-Cost House, (C);
611 E. Avenue A, Welch House, (C);
612 E. Avenue A, Wiley House, (C);
615 E. Avenue A, Westmacott House, (C);
617 E. Avenue A, Thompson House, (NC);
618 E. Avenue A, Payne House, (NC);
619 E. Avenue A, Chaffin-Campbell House, (NC);
620 E. Avenue A, (NC) appears metal siding has been removed, re-evaluate status;
621 E. Avenue A, Meisenheimer House, (~~C~~); NC sjm 4/2014
700-702 E. Avenue A, Smith-Humphries Duplex, (C);
701 E. Avenue A, Charles Campbell House, (C);
703-703½ E. Avenue A, McKinney House, (NC);
706 E. Avenue A, Emmert House, (C);
708 E. Avenue A, Booth House, (C);
709 E. Avenue A, Dryden House, (NC);
710 E. Avenue A, Rose House, (C);
711 E. Avenue A, Sturgeon House, (NC);
712 E. Avenue A, Booth House, (C);
714 E. Avenue A, Brown-Southworth House, (C);
715 E. Avenue A, Bennet House, (C);
718 E. Avenue A, (C);
719 E. Avenue A, Livingood House, (NC);
720 E. Avenue A, (NC);
721 E. Avenue A, Oliphant House, (C);
723 E. Avenue A, Crawford House, (C);
724 E. Avenue A, Holaday House, (C);
726 E. Avenue A, (NC);
728 E. Avenue A, Prather-Kauzer House, (C);
730 E. Avenue A, Gilpin-Layman House, (C);
731 E. Avenue A, (NC);
735 E. Avenue A, (NC);
6-8 S. Cleveland St., (NC);
7-11 S. Cleveland St., (NC);
15 S. Cleveland St., (NC);

10 N. Ford St., (C);
12 N. Ford St., (NC);
104 S. Ford St., Edwin Sawyer House, (C);
106 S. Ford St., (C);

Item 7.a.

City of Hutchinson
Pursuing Excellence In Public Service

P.O. Box 1567/ Hutchinson, KS 67504-1567

Planning & Development Department
(620) 694-2639

March 15, 2016

Katrina Ringler
Kansas Historical Society
Cultural Resources Division
6425 SW Sixth Avenue
Topeka, KS 66615-1099

RE: Grant Application Submittal, Historic Preservation Fund
Hutchinson, Kansas

Dear Ms. Ringler,

Attached please find the City of Hutchinson's grant application for the **2016 Historic Preservation Fund Grant**. This year, Hutchinson is requesting funds to develop an historic preservation cost comparison tool to assist with preparing cost estimates for historic preservation projects. In addition, we are requesting grant funding for on-call historic preservation consulting services.

The Landmarks Commission reviewed the final grant documents at their March 10, 2016 meeting and unanimously approved submittal. We are very excited about the prospect of developing a cost comparison tool that could be used by not only by residents of Hutchinson, but also by those throughout the entire region. The consulting services will help our residents utilize tax credits and develop designs that are historically compatible and approvable.

If you have any questions regarding this proposal, please contact me or Mr. Casey Jones, Senior Planner, who will serve as the grant administrator. We look forward to hearing from you soon.

Best Regards,

Jana L. McCarron

Jana L. McCarron, AICP
Planning & Development Director

Cc: Casey Jones, CFM, AICP, Senior Planner
Stephanie Stewart, Planning Technician

Kansas Historical Society

FY2016 Historic Preservation Fund Grant Application

Use this form as your application cover sheet.

1. Applicant (Subgrantee): **City of Hutchinson, Kansas**

   Authorized Signatory (type or print): **John Deardoff, City Manager**

   Authorized Signatory (signature): John Deardoff

   Mailing Address: **PO Box 1567**

   Hutchinson KS 67504-1567

2. Contact Person: **Casey Jones, AICP, CFM, Senior Planner**

   Mailing Address: **PO Box 1567**

   Hutchinson KS 67504-1567

   Telephone Number: **620-694-2667**

   E-mail: **CaseyJ@Hutchgov.com**

3. U.S. Congressional District Number: **Kansas Congressional District #1**

4. Is this application being submitted by a Certified Local Government (CLG)? Yes **XX** No _____

5. Project Title: **Historic Preservation Cost Comparison Tool and Consulting Services**

6. Project Beginning Date: **June 1, 2016** Project Ending Date: **May 31, 2017**

7. Project Type:

	Survey and Inventory	X	Preservation Assistant
	National Register nomination	X	Educational Activity
	Preservation Plan or Ordinance	X	Other
	Design Review Guidelines		

8. Estimated Project Costs:

Total Project Cost	**$19,250.00**
Federal Share (60%)	**$11,500.00**
Total Match (40%)	**$7,750.00**
Cash Match	**$7,700.00**
In-Kind Match	**$50.00**

A. Project Rationale and Objectives

The City of Hutchinson requests $11,500.00 in FY2016 Historic Preservation Fund grant funding from the Kansas Historical Society to enlist consultant services to:

1) Develop an **historic preservation cost comparison tool**; and
2) Provide preservation consultation services thru September 30, 2017 to local property owners who are undertaking rehabilitation projects within any of the City's National Register Historic Districts.

Project Rationale

In recent years, the City of Hutchinson has experienced more and more unwillingness from property owners to maintain and repair their properties in accordance with the Secretary of the Interior Standards for Rehabilitation (SOI Standards). This proposal helps fulfill the City's statutory responsibility under KSA. 75-2724. Over the past few years, several property owners in the Houston Whiteside National Register District have appealed Landmarks Commission decisions to the City Council. On multiple occasions, property owners have claimed that historic preservation is not economical and that repair or replacement with historically correct materials, such as wood siding and wood windows is far more expensive than replacement with modern materials, such as vinyl siding and vinyl windows. However, property owners have not provided the City with accurate estimates of the cost to repair their historical properties according to the SOI Standards for Rehabilitation. When asked to provide actual cost estimates, property owners have told us that they cannot find a local design professional with expertise in preservation who is willing to assist them, and that it is not cost effective to hire someone to prepare an estimate. Property owners often provide woefully inadequate estimates that are not prepared by a professional with any knowledge of or expertise in historic preservation.

Many of Hutchinson's historic properties, and those in the Houston Whiteside District in particular, are located in socioeconomically challenged neighborhoods with relatively low household incomes and declining housing conditions. Housing Needs Assessments conducted by the City have shown evidence of a decline in housing conditions in the Houston Whiteside District over time and indicate a general lack of maintenance. In some cases, deferred maintenance has led to the need for major repairs, and property owners may not have the income necessary to hire a design professional and to repair their historic home according to the SOI Standards.

In the absence of reliable cost estimates from a qualified professional, it is difficult for the City Council, the Landmarks Commission, and staff to determine the most economical option and to weigh the actual costs of alternative projects. During the most recent appeal to the City Council by the owner of an historic home in the Houston Whiteside District, the Council expressed frustration that no reliable cost estimates for repair versus replacement were provided by the homeowner, and information on the typical cost of historic repairs is not readily available. One Council member stated that having an accurate cost estimate would help greatly in determining the merits of a proposed project and whether an appeal should be approved. Therefore, we propose development of a cost comparison tool that will provide the property owner, city staff, the Landmarks Commission, and the City Council with a sound baseline to use for comparison.

The Landmarks Commission and City Council recently designated this proposed HPF grant project in the *2016 Historic Preservation Action Plan,* a plan designed to actively promote and adequately protect the City's historic resources. The Plan includes the following relevant actions and tasks:

- *1.4.a. Apply for Historic Preservation Fund grant to assist residents of Houston Whiteside with architectural services for historic rehabilitation projects.*
- *4.2. Apply for grant funding to assist with historic preservation cost estimates.*

The City does not have the capacity or the expertise that would be needed to prepare a cost comparison tool or to directly assist property owners with planning their projects and estimating their project costs. Services from a consultant will be essential for completion of this project.

The City has budgeted sufficient funds to make a 40% match ($5,000 in cash and $2,750 in salaries) toward total project costs. Partial funding would allow us to make progress toward one of the project's goals, and that is to hire a professional with technical knowledge and experience in repair and rehabilitation to assist property owners in providing alternative cost estimates for their projects. We anticipate that the consultant's services would be particularly useful to homeowners in the Houston Whiteside National Register District and other historic districts and properties.

Objective #1: Facilitate accurate cost comparisons.
Applicants planning to renovate their structures will use the cost comparison tool to calculate the realistic cost of repairing and rehabilitating their property. The tool would be used to compare the estimated cost of maintenance and repair according to the SOI Standards versus repair or replacement with non-historic materials.

Staff and the Landmarks Commission will use the tool during the planning stage of projects to encourage historic property owners to comply with the SOI Standards. By using the tool we expect to achieve a higher historic preservation compliance rate and minimize appeals from property owners. The cost comparison tool could also be used by other communities and Certified Local Governments in Kansas and surrounding states, as construction costs are fairly similar throughout the region.

Objective #2: Assist property owners/staff in SOI Standard compliant projects.
A portion of the grant funding would be used to provide on-call historic preservation professional consulting services for a period not to exceed September 30, 2017. The consultant must meet SOI Standards for Rehabilitation professional qualifications, and must have education and experience in historic preservation, rehabilitation, and architectural history. The consultant will provide one-on-one assistance to property owners and staff/Landmarks Commission by reviewing proposals, offering alternative options, and recommending historically correct repair and rehabilitation procedures. This portion of the proposed grant funding will assist staff and the Landmarks Commission in advising persons with unique or complicated projects. This up-front consultation will take place prior to final consideration of the applicant's project by the Landmarks Commission for a Major Review or City staff for a Minor Review. The one-on-one consultation will help us to achieve better compliance and minimize conflicts among applicants, staff, the Landmarks Commission, and the City Council. Staff will use this program as a pilot for future budget proposals request based upon its successfulness.

Objective #3: Provide education/training for Landmarks Commission and Staff.
The consultant will be available for the Landmarks Commission design review committee with the property owner and/or builder and staff. In the absence of a case review, the consultant can conduct a training for the Landmarks Commission and preservation planner on how to use the cost comparison tool

and how to achieve compliance with the SOI Standards. The long term impact in the Houston Whiteside District is that property owners can pass along the information they learned from the consultant to neighbors and more property owner will comply with the SOI Standards. The long term goal, on a larger scale, is that local historic property owners will be able to access the consultant and cost comparison tool for future preservation projects, and become more knowledgeable about the importance of historic preservation.

B. Project Description and Products

1. Describe project products:

The cost comparison tool will be designed in a spreadsheet format that can be electronically reproduced and used by anyone with access to a computer. This tool will be the primary product produced by this effort. The tool will be made available free of charge to the public and will be posted on the City's web site. The tool will be updated semiannually during the grant period, and thereafter we will provide funding for maintenance to the tool as part of our budget. At a minimum, the tool will be designed to estimate the costs of frequently proposed exterior projects, such as residential re-roofing, siding, window repair or replacement, porch repair, soffit, masonry and ornamental features. If adequate funding is available, the consultant may include common commercial projects in the estimation tool. Such features would be those key features that contribute to the historic character including but not limited to façade, parapets, columns and interior characteristic features.

In addition, the City will provide a written article to the Kansas State Historical Preservation Office describing the cost comparison tool and detailing how it was prepared and how it will be used. This article will be suitable for publication by the SHPO, if the SHPO so chooses.

A sample of how the cost comparison tool might be designed is included below:

SAMPLE HISTORIC PRESERVATION COST COMPARISON TOOL									
		Repair existing window	Lifespan Cost Per Year	Replace with Wood	Lifespan Cost Per Year	Replace with Steel	Lifespan Cost Per Year	Replace with Vinyl	Lifespan Cost Per Year
		(3.5 hours labor*25/hr per square foot)	(50-year lifespan)	Avg = $120/sq ft	(50-year lifespan)	Avg = $85/sq ft	(30-year lifespan)	Avg = $75/sq ft	(15-year lifespan)
	Enter Value:	$ 506.92	$ 10.14	$ 695.21	$ 13.90	$ 492.44	$ 16.41	$ 434.51	$ 28.97
Window Height (Inches)	35.5		X					X	
Window Width (Inches)	23.5								
Window Condition	Fair								
Window Type	Double-Hung							834.25	square inches
Window Panels	1 over 1							5.793	square feet

2. Implementation, Timeline:

The project will be implemented in two ways. First, the City will make the cost estimation tool available to the general public. The City will notify local media about the tool and the availability of consulting services. The tool will be posted on the City's web site, and information about the tool and consulting services will be mailed to all the owners of historically designated properties in

Hutchinson. City staff will inform historic property owners and their contractors about the tool and consulting services when they visit City Hall or otherwise contact the City with questions about their proposed projects.

Secondly, the selected consultant will work directly with property owners who are planning to undertake maintenance, repair, or replacement projects on their historically designated properties. When property owners contact staff about their proposed projects, staff will inform them that consulting services are available and will offer to facilitate coordination between the property owner and the consultant. Property owners desiring assistance with estimating their project scope and cost can utilize the consultant's services. The consultant will be available to provide cost estimates, to provide guidance, and to assist property owners in completion and submission of historic review applications to the City. Any other requests, such as preparing construction plans will be at the property owner's expense. While it is possible for one person to construct the tool and one to perform the consultations, the City would entertain separate consultants performing these tasks.

The anticipated project timeline is as follows:

DATE	AGENDA
June 1, 2016	Post RFP
July 15, 2016	First review of proposals
July 29, 2016	Selection of consultant
August 16, 2016	Awarding of bid by City Council
September 1, 2016	Consultant services to historic property owners begins
February 15, 2017	Cost estimation tool product completion
March 1, 2017	Cost estimation tool posted on City's web site
March 15, 2017	Informational letters mailed to historic property owners and media
September 30, 2017	Grant funded consultant services conclude

The consultant will be responsible for researching the costs of typical projects on historic properties involving the repair or replacement of materials, particularly on historic homes. The consultant will research typical costs in Kansas and the surrounding region for projects including, but not limited to, the repair or replacement of siding, windows and window components, roofing, soffit and fascia, entry doors, flooring, steps, railings, and other common projects. The consultant will prepare a cost comparison tool, which the City will make readily available to the general public.

In addition, City staff will serve as the conduit for owners of historic properties, contractors and walk-in customers to take advantage of consultant services for historic preservation consultations. The role of the consultant will be advisory and educational in nature. No formal plans will be drawn by the consultant. It is estimated each consultant contact will take no more than 4 hours per project and must be pre-approved by City Staff. If additional time is requested by the property owner, the consultant may enter into a separate contract with the owner for those services (at the owner's expense). The consultant will also provide training for staff and the Landmarks Commission if sufficient budget exists.

Staff will be responsible for communicating with the local media.

3. **Map of project area:**
The cost comparison tool is intended to be used by the owners of historically designated properties in Hutchinson and especially for property owners in the Houston Whiteside Historic District. The tool will assist property owners with estimating costs for projects on their historic property. The tool could reasonably be used not only in Hutchinson but also in other communities and Certified Local Governments in Kansas and the region.

4. **Acreage of project area:**
N/A. A survey is not proposed for this project.

5. **Photographs:**
The attached photos represent properties in the Houston Whiteside National Register District that have undergone exterior alterations contrary to the SOI Standards but were approved by the City Council on appeal within the past four years:

6-8 S. Cleveland St. (Laverle Pounds)
Replacement vinyl windows

612 E. Avenue A (Gary and Darla Bigger)
Replacement vinyl siding and windows

700-702 E. Avenue A (Tracy Metzger)
Replacement vinyl windows

621 E. Avenue A (Curtis Minner)
Replacement LP Smart Side siding

531 E. Sherman Ave. (Nathan Shelton)
Replacement synthetic siding

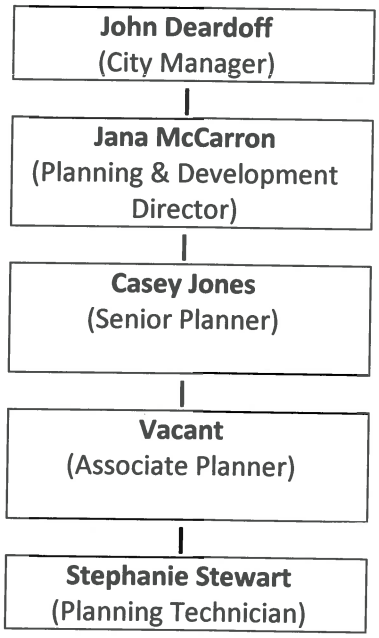
C. Applicant Organization and Personnel

1. Organization and project administrator

The City of Hutchinson has been a Certified Local Government since 1989 and has an active Landmarks Commission. In 2003, the City of Hutchinson adopted three National Register Historic Districts: the Downtown Core North National Register Historic District, the Downtown Core South National Register Historic District, and the Houston Whiteside National Register Historic District.

The City of Hutchinson is governed by a five-member City Council. The daily operations of the City are managed by John Deardoff, City Manager. The Landmarks Commission is staffed by the City of Hutchinson Planning and Development Department. Casey Jones, Senior Planner, reports to Jana McCarron, Director of Planning and Development, who reports directly to the City Manager. We presently have a vacant Associate Planner position that serves as the Preservation Planner and reports to Mr. Jones. Until the position is filled, Mr. Jones serves as the Preservation Planner and provides staff support for the Landmarks Commission.

The City of Hutchinson Planning and Development Department will be responsible for the administration of this grant. Casey Jones, Senior Planner, is responsible for grant implementation and completion and will be the Grants Administrator for this project. The Associate Planner, once filled, will assist Mr. Jones with grant administration functions. Jana McCarron will provide supervision and oversight for grant administration. Please refer to the chart below.



City Manager.

Supervision & oversight for grant administration.

Grant administrator. Primary contact. Landmarks Commission support staff

Assistant grant administrator. Secondary contact. Preservation planner.

Secretary for the grant.

2. Role of Landmarks Commission

The Landmarks Commission will review project materials provided by the consultant and will make recommendations for revisions. In addition, at least two members of the Landmarks Commission will sit on the project review committee for consultation with prospective applicants.

3. Resumes, experience of team

The Historic Preservation Cost Comparison Tool and preservation consultation services will be developed and provided by a historic preservation professional, who meets the SOI professional standards. The City will solicit Requests for Proposals (RFP) throughout Kansas, including the Kansas City Metropolitan Area for a consulting firm/individual with relevant experience in historic preservation, historic restoration and architecture. The consultant must also demonstrate knowledge of the (SOI) Standards, Kansas historic preservation statutes and the local preservation ordinance. A team, including a representative from the State Historic Preservation Office, will review resumes and proposals submitted in response to the RFP. Proposals will be reviewed on the following factors: 1) cost; 2) understanding of project; 3) relevant experience; and 4) timeline for completion.

4. Qualifications of additional resource persons

Additional resource personnel include the City's Landmarks Commission, which is comprised of an historian, a historical researcher/genealogist and an architect.

5. Previous HPF Grants

The City of Hutchinson has received numerous HPF Grants in the past, as listed below:

DESCRIPTION	YEAR	AMOUNT	PRODUCT
Survey of Houston Whiteside neighborhood. Scattered commercial sites.	1985	$7,500	Reconnaissance of 3,514 structures (143 residences and 29 scattered commercial sites). Research plan.
Survey of Houston Whiteside, Conklin, and Rudesill neighborhoods.	1986	$7,500	Survey of 229 sites. Research report. Three nominations.
Survey of Crescent, Hyde Park, and Midtown neighborhoods.	1987	$7,500	Survey of 229 sites. Research report.
Survey and Planning- Fairgrounds	1988	$10,000	Survey of scattered sites and Fairgrounds. Research report. Ten nominations. Two position papers. Plan for Preservation.
Survey and Planning- Downtown	1989	$11,500	Survey of 150 sites. Five nominations. Design Guidelines.
Pre-Development	1990	$20,000	Stabilization study of Fox Theatre.
Nominations and Education	1990	$2,375	Three nominations. Public library book collection.
Education	1992 & 1993	$15,000 $12,000	Third and fourth grade curriculum.
Preservation Conference	1996	$13,850	State Conference.
Five Year Heritage Plan and Brochure	1998	$9,070	Five Year Heritage Plan adopted June 1, 1999 and 18,000 brochures printed.
Hire Consultant to prepare NR Nominations for Houston Whiteside District and Downtown Districts.	2002	$38,000	Five Nominations Prepared. Three Districts and One MPS added to the National Register of Historic Places.
Clean and Repair Soldiers and Sailors Memorial	2005	$40,547	Monument was cleaned. Small missing parts were reconstructed using M-16 Jahn. The missing hand of one of the soldiers was reconstructed with granite to match the original monument.
Kansas Preservation Conference	2007	$24,673.86	Hosted the 2008 Kansas Historic Preservation Conference.
Educational Workshop	2009	$5,389.20	Hosted a local Tax Credit Workshop for interested parties in January 2010.
Design Guidelines for the Houston Whiteside National Register Historic District	2011	$14,780	Hired a consultant to produce design guidelines and rehabilitation techniques for the Houston Whiteside Historic District.
Downtown Gap Area Survey	2012	$8,993.95	Hired a consultant to conduct a historic survey of properties located in the gap area between the City's two Downtown national register districts.
Keep Calm & Carry A Hammer Workshop	2013	$6,650	Conducted a full-day workshop on historic preservation, bringing in two nationally-recognized speakers.

6. **Other funding sources sought**

The City of Hutchinson has not applied for other grant funding sources for this project, but has budgeted $5,000 in cash and $2,750 in salaries to use as matching grant funding for this grant.

7. **Written documentation of support**

Attached, please find letters of support from Ms. Ashley Maready (Landmarks Commission Chairperson) and Jade Piros de Carvalho (Mayor).

D. Public Education and Impact

The **historic preservation cost comparison tool** will be available to the public and to other public agencies via the City's website. The tool will educate the public about the true costs of historic preservation as compared with replacement using modern materials. Intangibles, such as longevity of product and impacts on the historic structure, will also be factored into the comparison tool. Other financial infinitives include, the state tax credit and the Neighborhood Revitalization Plan tax rebate (local), that will be incorporate into the tool.

All owners of historic property in the City will be provided with either a copy of the tool or, if in electronic form, information regarding where the tool can be found. Distribution will be via mail. By having the tool available pre-project, owners of historic properties can calculate the true costs of their projects, including hidden costs that are not represented by suppliers of modern materials.

The City's 2016 Historic Preservation Action Plan requires the City to conduct a biannual mailing to all property owners in the Houston Whiteside Historic District to provide them with information about the benefits and responsibilities of owning a historically designated property. Information about the cost comparison tool will be included in these regular mailings.

On-call historic preservation services will also be available for property owners planning to do historic preservation projects. Information regarding available services will be disseminated in the same fashion as the historic preservation cost comparison tool. Education will primarily be one-on-one, but will be very valuable to those persons wishing to make improvements. In addition if the program is successful the City will budget for ongoing consultant services to include training and workshops.

Success of the project will be measured by an increase in the number of properties complying with historic preservation requirements and a decrease in appeals to the City Council.

E. Project Budget Chart

BUDGET ITEMS	1. RECIPIENT MATCH		2. INDIRECT EXPENSES	3.FEDERAL SHARE	**4. TOTAL**
	a) CASH	b) IN-KIND	**Maximum 10% of salaries.**		
1. SALARIES (list each separately) Administrator	**$1,200.00**				**$1,200.00**
Surveyor					
Secretary	**$350.00**				**$350.00**
Volunteer(s)		**$50.00**			**$50.00**
Bookkeeper					
Others	**$1,000.00**				**$1,000.00**
Consultant	**$5,000.00**			**$11,500.00**	**$16,500.00**
2. Mileage					
3. Expendable Supplies					
4. Communication	**$100.00**				**$100.00**
5. Office Rent					
6. Printing and Advertising	**$50.00**				**$50.00**
7. Utilities					
8. Equipment Rent					
9. Equipment Maintenance					
10. Insurance and Bonding					
11. Other					
TOTAL	**$7,700.00**	**$50.00**	-----	**$11,500.00**	**$19,250.00**

***Totals on this page should match totals on cover sheet of application.**

1a+1b+2=40% 3=60% 4=100%

E. Project Budget Narrative

1. Salaries

- Grant Administrator: Casey Jones, Senior Planner
  - 32.18 hours x $37.29 per hour = approximately $1,200.00

- Secretary: Stephanie Stewart (assist with mailings and printing)
  - 15.84 hours x $22.09 per hour = approximately $350.00

- Others
  Assistant Grant Administrator: Vacant, Associate Planner
  - 15.38 hours x $31.48 per hour = approximately $485.00

  Supervision & Oversight: Jana McCarron, Director of Planning & Development
  - 10 hours x $51.59 per hour = approximately $515.00

- Landmarks Commissioner (distribute flyers / work with consultant)
  - 1 commission member x $7.25 per hour x 7 hours = approximately $50

- Consultant: A consultant will be hired to prepare the cost comparison tool, as well as for on call preservation consulting services. It is estimated that the total cost for consultant services will be $16,500. The City has dedicated $5,000 in cash toward that cost.

4. Communication

- Cost comparison tool will be mailed to property owners in the historic district
  - 1 mailing x 204 property owners x $0.49 = $100.00

6. Printing & Advertising

- Cost comparison tool will be photocopied for residents
  - 204 copies x $0.25 per copy = $51.00

*Accounting system used by the City is its standard accounting and auditing practices. Annual audits meet the OMB Circular A-128 audit guidelines. Two copies of the audit will be submitted to the SHPO upon request.

ASSURANCES

Applicants must agree to the following assurances for their applications to be considered for funding. Applicants hereby agree and acknowledge that:

(1) if they are awarded funds, they will conduct their operations in accordance with Title VI and VII of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, as amended, the Kansas Act Against Discrimination, and the Americans With Disabilities Act of 1990 which bar discrimination against any employee, applicant for employment, or any person participating in any sponsored program on the basis of race, creed, color, national origin, religion, sex, age, or physical or mental disability, and require compensation for employment at no less than minimum wage requirements, and will provide safe and sanitary working conditions;

(2) all consultants and contractors hired to implement the project activities must be hired through competitive procurement procedures as outlined in the 2016 HPF Grant Guide to be received at grant orientation;

(3) they will perform no work for which reimbursement will be requested or match claimed until (a) they have been notified that their application was approved; (b) a project agreement has been signed by the applicant and the State Historic Preservation Officer; and (c) they have been notified in writing that the work may begin;

(4) they have sufficient funds to match the Historic Preservation Fund grant and will pay for materials and services pending reimbursement by the Kansas Historical Society;

(5) they will carry out the project in accordance with the relevant standards and guidelines developed by the Secretary of the Interior for Preservation Planning, Identification, Evaluation, and Registration;

(6) they will follow the guidelines established by the Kansas State Historic Preservation Office and the U.S. Department of the Interior for the Historic Preservation Fund grant-in-aid;

(7) they will notify the Kansas State Historic Preservation Office of any changes in the source or sources of the match, the project conditions, project scope of work, personnel changes, or of any other factors that might affect the progress, completion or outcome of the project;

(8) the filing of this application has been approved by the legally authorized governing body of the applicant, if applicable;

(9) the facts, figures, and information contained in this application, including all attachments, are true and correct. The submission of fraudulent information is grounds for the cancellation of a Historic Preservation Fund grant; and

(10) all components of the grant application, including mandatory attachments are included and no additional or missing materials will be submitted after the stated application deadline.

3-14-16
Date

Signature of Authorized Signatory

John Deardoff, City Manager
Typed Name and Title of Signatory

U.S. DEPARTMENT OF THE INTERIOR
ASSURANCE OF COMPLIANCE
(Title VI, Civil Rights Act of 1964)

City of Hutchinson, Kansas (hereinafter called Applicant-Recipient)

HEREBY AGREES THAT IT will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Department of the Interior Regulation (43 CFR 17) issued pursuant to that title, to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the grounds of race, color, national origin, age, or handicap be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant-Recipient receives financial assistance from the National Park Service and,

HEREBY GIVES ASSURANCE THAT IT will immediately take any measures to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid Federal financial assistance extended to the Applicant-Recipient by the National Park Service, this assurance obligates the Applicant-Recipient, or in the case of any transfer of such property, any transferee for the period during which the real property or structure is used for a purpose involving the provision of similar services or benefits. If any personal property is so provided, the assurance obligates the Applicant-Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Applicant-Recipient for the period during which the Federal financial assistance is extended to it by the National Park Service.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property discounts or other Federal financial assistance extended after the date hereof to the Applicant-Recipient by the bureau or office, including installment payments after such date on account of arrangements for Federal financial assistance which were approved before such date. The Applicant-Recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall reserve the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant-Recipient, its successors, transferees, and assignees, and the person or persons whose signature appear below are authorized to sign this assurance on behalf of the Applicant-Recipient.

3-14-16
Date

City of Hutchinson, Kansas
Applicant-Recipient

by _____ **(City Manager)**
(President, Chairman of Board, Mayor, or comparable authorized official)

PO Box 1567, Hutchinson KS 67504-1567
Applicant-Recipient's Mailing Address

DI-1350

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. ∋∋4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. ∋∋1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. ∋794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. ∋∋ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) ∋∋ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. ∋∋ 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. ∋ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. ∋∋1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. ∋∋276a to 276a-7), the Copeland Act (40 U.S.C. ∋276c and 18 U.S.C. ∋∋874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. ∋∋ 327-333), regarding labor standards for federally assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. ∋∋1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. ∋∋7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

12 Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. ∋∋1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. ∋470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. ∋∋469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. ∋∋2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. ∋∋4801 et seq.) which prohibits the use of lead- based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, AAudits of States, Local Governments, and Non-Profit Organizations.≅

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE **CITY MANAGER**
APPLICANT ORGANIZATION **CITY OF HUTCHINSON, KANSAS**	DATE SUBMITTED

Standard Form 424B (Rev. 7-97) Back

1200-

HUTCHINSON LANDMARKS COMMISSION

CITY OF HUTCHINSON

February 11, 2016

Kansas Historical Society
Cultural Resources Division
6425 SW Sixth Avenue
Topeka KS 66615-1099

RE: City of Hutchinson, 2016 Historic Preservation Fund Grant Support Letter

Dear HPF Grant Review Committee:

This letter is to confirm our wholehearted support for the 2016 Historic Preservation Fund grant funding from the Kansas Historical Society for the purpose of enlisting consultant services to develop a **historic preservation cost comparison tool**. As you are aware, the Hutchinson City Council has considered several appeals of Landmarks Commission decisions over the course of the past couple of years. During those appeals, property owners frequently claim that historic preservation is not "economical" when compared to replacement with modern materials. In the absence of reliable cost estimates from a qualified professional, it is difficult to determine the most economical option and to weigh the actual costs of alternative projects. The tool will provide us and the City Council with a good baseline to use for comparison.

Further, the Landmarks Commission will use the tool during the planning stage for projects to encourage historic property owners to comply with the *Secretary of the Interior's Standards for Rehabilitation*. This should help us to achieve a higher historic preservation compliance rate and minimize appeals from property owners. The cost comparison tool can also be used by other communities throughout the state, as construction costs are fairly similar in Kansas.

Finally, the grant proposal includes **on-call historic preservation professional consulting services**. This portion of the proposed grant funding will assist us in advising persons with unique or complicated projects. This up-front consultation will, we hope, achieve better compliance and minimize conflicts.

Thank you in advance for your earnest consideration of this project.

Best Regards,

Ashley Maready

Ashley Maready
Chairperson, Hutchinson Landmarks Commission *

*On behalf of the Hutchinson Landmarks Commission

CITY OF
HUTCHINSON
OFFICE OF THE MAYOR

February 2, 2016

Kansas Historical Society
Cultural Resources Division
6425 SW Sixth Avenue
Topeka KS 66615-1099

RE: City of Hutchinson, 2016 Historic Preservation Fund Grant Support Letter

Dear HPF Grant Review Committee:

This letter is to confirm our wholehearted support for the 2016 Historic Preservation Fund grant funding from the Kansas Historical Society for the purpose of enlisting consultant services to develop a **historic preservation cost comparison tool**. As you are aware, the City Council has considered several appeals of Landmarks Commission decisions over the course of the past couple of years. During those appeals, property owners frequently claim that historic preservation is not "economical" when compared to replacement with modern materials. In the absence of reliable cost estimates from a qualified professional, it is difficult for us to determine the most economical option and to weigh the actual costs of alternative projects. The tool will provide us with a good baseline to use for comparison.

Further, staff and the Landmarks Commission will use the tool during the planning stage for projects to encourage historic property owners to comply with the *Secretary of the Interior's Standards for Rehabilitation*. This should help us to achieve a higher historic preservation compliance rate and minimize appeals from property owners. The cost comparison tool can also be used by other communities throughout the state, as construction costs are fairly similar in Kansas.

Finally, the grant proposal includes **on-call historic preservation professional consulting services**. This portion of the proposed grant funding will assist staff and the Landmarks Commission in advising persons with unique or complicated projects. This up-front consultation will, we hope, achieve better compliance and minimize conflicts between applicants, staff and the Landmarks Commission.

Thank you in advance for your earnest consideration of this project.

Best Regards,

Jade Piros de Carvalho

Jade Piros de Carvalho
Mayor

P. O. BOX 1567, HUTCHINSON, KANSAS 67504-1567 TELEPHONE: 620-694-2611