
MINUTES**HUTCHINSON LANDMARKS COMMISSION**

City of Hutchinson

Thursday, July 14, 2016 – 4:00 p.m.
City Council Conference Room
125 E. Avenue B, Hutchinson, Kansas

1. Roll Call

Members present: Jo Higgins, Gale Wall, Tony Karam, Wes Bartlett, Chelsey Dawson and Warren Hixson. Greg Holmes was absent.

Staff present: Casey Jones, Senior Planner; Aaron Barlow, Associate Planner; and Stephanie Stewart, Planning Technician.

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

Hixson motioned to approve the June 23, 2016, minutes. Higgins seconded, and it was passed unanimously.

4. Projects Approved Administratively: None.**5. Projects Approved by the SHPO: None.** Jones said that the next meeting agenda will include information on the State's review of the Pegues Building remodel project.**6. Projects Approved by the City Council: None.****7. New Business****a. Welcome Chelsey Dawson.**

Jones introduced Ms. Dawson. She said that she just moved from Dodge City where she worked for the City and the Downtown and is doing the same here working with Jim Seitnater.

b. Welcome Aaron Barlow.

Jones introduced Mr. Barlow, the new Associate Planner who moved from Utah and started this Monday.

c. Update on Comprehensive Plan.

Jones pointed out the flier in the packet for the July 28, 2016, public meeting, and encouraged the commission to attend.

8. Old Business**a. Inventory of Houston Whiteside Historic District properties**

The commission reviewed current photographs of the listed properties on the south side of East Sherman Avenue in the Houston Whiteside National Register Historic District.

The property at 601 E Sherman Ave has been demolished and is no longer “contributing.”

The commission recommended that the status of 607 E Sherman Ave be changed from “contributing” to “non-contributing” as vinyl siding has been installed on the home.

Higgins stated that her home at 615 E Sherman Ave no longer has the “non-contributing” wrought iron porch columns that are mentioned in the National Register Nomination form that was prepared 2003. She has replaced the wrought iron columns with “contributing” wood columns.

9. Other Business

- a. **Open comments from the audience.** – none.
- b. **2016 Historic Preservation Action Plan Status Update.**

Jones noted that Staff had placed some of the Action Plan projects on hold until the Planning and Development Department was fully staffed. Once Barlow is trained, he will begin working on those projects to which he has been assigned the lead role.

The City is still awaiting a contract and funds from the State-awarded HPF grant. Once we finalize that contract, we will send out RFP letters to preservationists and architects to develop the preservation cost comparison tool and provide consultation services.

Bartlett asked Karam if he had been able to make progress in efforts to reestablish the Friends of Preservation group. Karam stated that he had not been able to dedicate adequate time to this effort due to his work schedule and would need assistance from other volunteers to help lead this effort.

Karam stated that he would like the commission to discuss dedicating a preservation month later this year. He suggested that an event could be held to bring awareness to preservation, and a preservation award could be given to a deserving property owner. The idea of a walking tour of historic buildings featuring Downtown was discussed. Jones stated that these types of events were not held this year due to limited City funding and a vacancy in the Planning and Development Department for the past eight months. The commission agreed that further discussion on these topics could be continued at a future meeting.

10. Adjournment – The meeting adjourned at 4:47 p.m.

Respectfully Submitted,
Stephanie Stewart, Planning Technician

Approved this 11th day of August, 2016.

Attest: 
Casey A. Jones, AICP, CFM, Senior Planner