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

City of Hutchinson

Thursday, February 8, 2018 – 4:00 p.m.  
City Council Chambers  
125 E. Avenue B, Hutchinson, Kansas

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**1. Roll Call**

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

Members present: Jo Higgins (1/2), Gale Wall (2/2), Wes Bartlett (2/2), Shannon Whetzel (2/2), Greg Holmes (2/2), and Joel Haag (2/2). Member Chelsey Dawson (1/2) was absent.

Planning Staff present: Jana McCarron, Director of Planning and Development; Aaron Barlow, Associate Planner; and Jade Shain, Planning Technician.

**2. Welcome by Chairperson** – Bartlett asked Higgins, Vice Chair, to chair the commission. Higgins welcomed all who were in attendance.

**3. Approval of Minutes from January 11, 2018.**

Holmes motioned to approve the minutes from January 11, 2018, seconded by Haag, and passed unanimously.

**4. Written Reports**

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

**5. Old Business – None****6. New Business**

- a. LM18-000001 – 619 E Avenue A: Request to replace existing porch floor and ceiling with unlike materials.

Barlow provided the staff report. The applicant, Geni and Joe Woody, are requesting to replace their deteriorating wood porch and ceiling with unlike materials. The replacement materials are made from PVC that mimics wood. Barlow said that changing the porch and ceiling does not substantially alter the character or design of the home. He concluded that the Secretary of the Interior's Standards for Rehabilitation were met, and staff recommends approval.

**Motion by Higgins, seconded by Holmes, approved unanimously, to approve LM18-000001 request for Landmarks Commission approval of the proposed exterior modifications to the house at 619 East Avenue A (replacement of front porch floor and ceiling with unlike materials) based on finding that the project meets the Secretary of the Interior's Standards for Rehabilitation and that the project will not damage or destroy the historic significance of the structure and the Houston Whiteside National Historic District.**

b. Planning Department Annual Report

McCarron discussed the 2017 Annual Report. The report covered major accomplishments by the Planning and Development department during the year 2017.

**7. OTHER BUSINESS**

a. 619 E Sherman Avenue Window


Higgins reported that the window has been replaced.

**8. ADJOURNMENT**

The meeting was adjourned at 4:40 p.m.

Respectfully Submitted,

Jade D. Shain  
Planning Technician  
Approved this 8th day of March 2018.

Attest:   
Aaron Barlow, Associate Planner