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

City of Hutchinson

Thursday, May 9, 2019 – 4:00 p.m.  
City Council Chambers  
125 E. Avenue B, Hutchinson, Kansas

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**1. Roll Call**

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

Members present: Jo Higgins (3/3), Shannon Whetzel (3/3), Joel Haag (3/3), Wes Bartlett (3/3), Greg Holmes (3/3) and Gale Wall (2/3). Chelsey Dawson (2/3) was absent.

Planning Staff present: Jim Seitnater, Interim Director of Planning and Development; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

**2. Approval of Minutes**

Holmes motioned to approve the minutes from March 14, 2019 seconded by Higgins, passed unanimously.

**3. Written Reports**

## a. Projects Approved Administratively

Project #	Address	Description	Local Landmark	District and Contributing Status
ADM19-000001	17 E 2 <sup>nd</sup> Ave	Replace Antenna on Existing Sled	No	Downtown Core North District (key contributing), Baker Hotel (Plaza Tower)
ADM19-000002	119 N Main St	"Reffner's" Sign	No	Downtown Core North District (contributing), Stallman Block
ADM19-000003	521 E Sherman St	New Garage in Rear Yard	Yes	Houston Whiteside District (contributing), Penney House
ADM19-000004	500 E Avenue A	Garage extension, re-roof and window repair	No	Houston Whiteside District (contributing), McLeod House, Rayl-Way House
ADM19-000005	201 S Main St	"The Burt" Sign	No	Downtown Core South District (contributing), House Theatre/ C.L. Burt Building
ADM19-000006	201 S Main St	"Crystal Ballroom" Sign	No	Downtown Core South District (contributing), House Theatre/ C.L. Burt Building

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

**4. Action Plan Reports - None**

**5. NEW BUSINESS**

**a. LM19-000002 225-227 South Main Street, Rehabilitation of Property**

Barlow said the applicant is requesting historic review for the rehabilitation of the Steven's Building located at 225-227 South Main Street. The structure was constructed in 1876 and is listed on the State and National Register. It is not listed on the local register. It is located in the Downtown Core South District and is a contributing structure. The proposed project was approved for CDBG funds. The proposed use of the building will be for a hair salon, spa and retail. A number of photos of the building were presented. Repairs include tuckpointing all masonry as needed to re-establish the integrity of the walls and repair the building envelope. The interior changes will include some framing for offices and retail. Windows will be replaced and the glass storefront will be replaced. Roof repairs on the flashing will also be completed. The existing Stevens sign will remain on the structure. Seitnater gave some history and uses of the building in the past. Staff is recommending approval of the request.

Bids were received today on the project. Seitnater indicated that heating, air, and plumbing came in a bit high on the bid proposals and there will be some modifications to meet the cost factors. The grant is designed to renovate the building with the stipulation businesses are ready to move in immediately.

The Landmarks Commission must determine if the proposed project will damage or destroy the historic significance of the structure or the district based on the following factors:

**Analysis of Secretary of the Interior’s Standards for Rehabilitation Required for Landmarks Commission Approval:**

Factor	Analysis	Met   Not Met
<p><b>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.</b></p>	<p>The proposed salon/spa will not significantly impact the key characteristics of the structure. The applicant plans to repoint any deteriorating brick and replace the neglected windows on the south, east and west elevations of the building with double-hung windows made of appropriate materials.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>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.</b></p>	<p>No major exterior alterations are proposed. All major exterior work will be repair of deteriorated masonry and replacement of damaged windows with like materials.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>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 or architectural elements from other buildings, shall not be undertaken.</b></p>	<p>The proposed renovations will not modify the exterior character of the building. There are no proposals to change the façade.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.</b></p>	<p>The “Stevens” sign is proposed to remain on the structure, which has gained some historical significance over time.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.</b></p>	<p>The applicant does not propose altering or removing any of the building’s distinctive features.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>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.</b></p>	<p>The applicant plans to repair or replace all double hung windows on the south, east and west elevations. Any windows beyond repair will be replaced with like materials with relevant features.</p>	<p><input checked="" type="checkbox"/> Met</p>

<p><b>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.</b></p>	<p>No heavy cleaning treatments are proposed.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.</b></p>	<p>There are no known significant archeological resources on the property.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>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.</b></p>	<p>No new additions are proposed.</p>	<p><input checked="" type="checkbox"/> Met</p>
<p><b>10. New additions and adjacent or related new construction 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.</b></p>	<p>No new additions are proposed.</p>	<p><input checked="" type="checkbox"/> Met</p>

Wall made a motion, seconded by Holmes to approve the proposed rehabilitation project at the property located at 225-227 South Main Street, 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 Downtown Core South National Historic District. The motion passed unanimously.

**6. OLD BUSINESS**

- a. Bartlett asked about saving limestone from the Sugar Mill demolition. Haag said the owner salvaged some limestone and the City has stored some stone to be used in a future landscaping project.
  
- b. Barlow said Katrina and Lauren from the State Historic Preservation Office will be here on July 25 to meet with Landmark members and have a short training.

- c. The current exhibit at the museum of historic Hutchinson photos is excellent and the June Landmark meeting could be held at the museum. Haag would like to see a historic video compiled of Hutchinson landmarks to use as an education and training tool.

**8. Other Business** - None

**9. Adjournment**

The meeting was adjourned at 4:35 p.m.

Respectfully Submitted,

Charlene Mosier

Planning Technician

Approved this 13<sup>th</sup> day of June 2019.

Attest: 