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

City of Hutchinson

Thursday, July 25, 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 (4/4), Shannon Whetzel (4/4), Wes Bartlett (4/4), Greg Holmes (4/4) and Gale Wall (3/4). Chelsey Dawson (2/4) and Joel Haag (3/4) were absent.

Planning Staff present: Ryan Hvitøk, Director of Planning and Development; Jim Seitnater, Housing and Downtown Coordinator; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

**2. Approval of Minutes**

Holmes made a motion to approve the minutes from May 9, 2019 seconded by Higgins, passed unanimously.

**3. Written Reports****a. Projects Approved Administratively**

<b>Project #</b>	<b>Address</b>	<b>Description</b>	<b>Local Landmark</b>	<b>District and Contributing Status</b>
ADM19-000007	559 E Sherman Ave	Replace Asphalt Roof	No	Houston Whiteside District (non-contributing), Sawyer House
ADM19-000008	712 E Avenue A	Replace Asphalt Roof	Yes	Houston Whiteside District (contributing), Booth House
ADM19-000009	201 S Main St	“Rooted Salon” 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. Training and Discussion with Katrina Ringler, Certified Local Government Coordinator**

Katrina Ringler, CLG Coordinator, said this visit and training is a review to make sure all requirements are met by Hutchinson as a Certified Local Government. She said everything looks good currently. She presented a PowerPoint training on landmark designations and grant funds that are available.

The SHPO oversees historical listings and she explained the difference in the types of listings. National Register designation has certain criteria which may be different than a State or Local designation. State Register listing has a separate program from the National Register. The Local Landmarks have another set of criteria that is based on the local ordinance. There are also different types of historic districts.

Funding resources include the Heritage Trust Fund which is a grant program and the property must be listed on the National Register, Register of Historic Kansas Places or contribute to a district. This is a competitive program and is often used for exterior building features. All work must meet the Secretary of the Interior's Standards.

Federal and State Tax credits pay the taxes for the buildings which can be residential or commercial. If it is a tax exempt building the credits can go to someone else and the owner can get cash in exchange. She reviewed the requirements for this program.

Ringler reviewed Historic Preservation Fund Grants. These funds are often used as seed money to attract funding from local government or other sources. The funds come from oil lease revenues, not taxes and pass through from the National Park Service to the SHPO. Preservation related projects qualify.

**6. Old Business**

- a. None.

**7. Adjournment**

The meeting was adjourned at 5:30 p.m. The next Landmarks Commission meeting is set for 4:00 pm, Thursday, August 22, 2019, at City Hall.

Respectfully Submitted,

Charlene Mosier  
Planning Technician  
Approved this 8<sup>th</sup> day of August 2019.

Attest:  \_\_\_\_\_