

**Minutes**  
**Historic Resources Board**  
**City Commission Room, City Hall**  
**1101 Poyntz Avenue**  
**October 27, 2008**  
**4:00 p.m.**

**Members Present:** Ray Weisenburger; Elaine Mohr; Tracy Anderson; Patrick Schaub.

**Members Absent:** Tom Roberts, Chair; Brooke Norman-Tapp, Vice Chair; Bonnie Lynn-Sherow.

**Others Present:** Mark Oberhelman; Susan Zoeller.

**Staff Present:** Cam Moeller, Planner II; Curt Loupe, Director of Parks & Recreation.

In the absence of the Chair and Vice Chair, Weisenburger ran the meeting.

**1. ENVIRONS REVIEW**

**Sign Permit, 221 N. 4<sup>th</sup>, Suite B, Art Craft (within environs of Downtown Historic District, Community House, Manhattan State Bank, Riley County Courthouse, Manhattan Carnegie Library, and Damon Runyon House).**

Moeller provided an overview of the proposal.

Schaub moved that the Board find that the project meets the *Standards and Guidelines for Evaluating the Effect of Projects on Environs* and will not encroach upon, damage or destroy any listed historic property or its environs.

Mohr seconded the motion, which passed on a vote of 4-0.

**2. ENVIRONS REVIEW**

**Sign Permit, 221 N. 4<sup>th</sup>, Suite A, Cary Company (within environs of Downtown Historic District, Community House, Manhattan State Bank, Riley County Courthouse, Manhattan Carnegie Library, and Damon Runyon House).**

Moeller provided an overview of the proposal.

Susan Zoeller, Thomas Sign, and Mark Oberhelman, McCullough Development, provided clarification about the color of the cabinet sign frame.

Anderson moved that the Board find that the project meets the *Standards and Guidelines for Evaluating the Effect of Projects on Environs* and will not encroach upon, damage or destroy any listed historic property or its environs.

Schaub seconded the motion, which passed on a vote of 4-0.

Moeller informed the Board that Cary Company will also be submitting plans for an awning above its entryway. Oberhelman said the proposed awning is aluminum, the same material of an awning that will be placed on the adjoining Art Craft building.

The Board directed City Staff to review the awning administratively once the building permit application and plans have been submitted.

**3. Update: City Park Pavilion Plans**

Curt Loupe, Director of Parks and Recreation, showed the Board the building plans for the new Park Pavilion.

The Board expressed approval of the plans and thanked Loupe for the update.

**4. Property Owner Notification**

Moeller informed the Board that SHPO had surveyed the other Certified Local Governments (CLGs) in Kansas to find out whether communities directly notify owners of listed historic properties regarding environs reviews. The survey indicated that most communities do not directly notify property owners, with Salina being the one exception.

After a discussion about the merits of direct notification, including through email, it was decided to resume the discussion at a future meeting.

**5. Consider the minutes of the September 8, 2008, and September 22, 2008 Historic Resources Board meetings.**

Mohr moved that the Board approve the minutes, with minor corrections. Anderson seconded the motion, which passed on a vote of 4-0.

**6. Houston & Pierre Residential Historic District: Kansas Historic Sites Board of Review Meeting – November 22, 2008**

The Board unanimously agreed to send a letter to the Board of Review stating its continued support of the Historic District nomination, and referencing the fact that the Board initiated the process that included the preparation and submittal of the nomination.

**7. Review of Historic Sign on 4<sup>th</sup> Street: Damon Runyon**

The Board reviewed and discussed the “Damon Runyon” interpretive panel, dated October 20, 2008. After discussion, Anderson moved that the Board approve the sign, pending input from Lynn-Sherow, who wrote the National Register nomination for the Damon Runyon House.

Schaub seconded the motion, which passed on a vote of 4-0.

**8. Announcements and Updates**

Weisenburger provided an update about the Core Downtown Revitalization Committee.

Moeller informed the Board that, on November 4<sup>th</sup>, the City Commission will consider authorizing the agreement with Kansas State University for the Archaeological Survey project.

**9. Future Items**

**10. Upcoming Meetings:**

- Training Session: Tentatively scheduled for November 10, 2008
- Monday, November 24, 2008
- Monday, December 22, 2008

There being no other business, the meeting was adjourned.

Respectfully submitted,

Cam Moeller, AICP, Planner II  
CM/cm  
102708