

Minutes
HISTORIC RESOURCES BOARD
City Commission Room, City Hall
1101 Poyntz Avenue
Monday, January 28, 2013
4:00 P.M.

Members Present: Patrick Schaub, Chair; Dixie West, Vice-Chair; Michael Dudek; Angie Danner; Michael Mecseri; Dea Brokesh (arrived after items 1 and 2).

Members Absent: Michael Krysko.

Others Present: Kathy Dzewaltowski; Lindelani Ndou, Linde International Beauty Supply; Saidi Kisangami, Linde International Beauty Supply; Karen McCulloh; Gina Scroggs, Executive Director DMI;

Staff Present: Lance Evans, Senior Planner; Kevin Credit, Planner I; Curt Loupe, Director of Parks and Recreation; Wyatt Thompson, Parks Planner.

1. Consider the minutes for the December 17, 2012 Historic Resources Board meeting.

Danner moved that the minutes be approved. Dudek seconded the motion, which passed on a vote of 5-0.

2. Downtown Historic District Review:
114 S. 4th Street (Linde International Beauty Supply). *Non-contributing structure within the Downtown Manhattan Historic District.*

Credit presented the staff review for 114 S. 4th Street. There were no questions from the Board or public.

West 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. Mecseri seconded the motion, which passed on a vote of 5-0.

3. Review of Local Manhattan Register of Historic Places Nomination Process & Criteria.

Credit presented on the local registration process, comparing the local requirements with the National Register requirements and noting that many of the requirements are similar for both applications. Design guidelines at the local level are the main addition.

West stated that the design guidelines do stick out, and asked if the local process could be amended so that an applicant could submit the National Register requirements and then

add requirements 10-13 of the local process. Brokesh asked if the 500 foot environs would also be included in the local registry ordinance. Credit responded that the local registry is really focused on the specific property, not the environs. Dudek, Danner and Schaub were agreeable to adding the National Registry and items 10-13. West stated that the tricky part was that historic features that one person might find important, another may not.

Mecseri asked if there were notice requirements for the process. Credit said yes, similar to other ordinance requirements such as the Board of Zoning Appeals. Dzewaltowski asked if there would be an impact to neighbors if a property was registered. Credit said he would review the code and regulation requirements.

Brokesh asked what it would take to add in the 500' environs requirement to the local ordinance. Evans stated that it would require a code amendment through the City Commission.

Schaub asked if historic districts could also be included. Credit said yes. Schaub also asked if the adopted design guidelines would also serve as the review standards. Credit said yes, and that it should make the review process more clear.

4. Discussion on the Community House.

Schaub gave an overview of the Community House discussion at the December Board meeting, then reported that the Manhattan Chapter of the AIA would be willing to hold a charrette as early as next month, potentially on a Saturday morning. He also said that the members would like to take a tour of the building before the charrette. Loupe suggested checking the Community House schedule to make sure there was a room available.

West introduced Karen McCulloh to discuss grant opportunities through the Caroline Piene Foundation. McCulloh stated that the Foundation is required to give 5% a year, and that \$300,000 has been given in the past for the Manhattan Emergency Shelter, Boys and Girls Club and Sunset Zoo through multi-year grants. Matching funds increase the likelihood of receiving a grant. The application form is relatively simple, just one to two pages.

West clarified that the City itself couldn't request funds. McCulloh added that money has been given in the past for government-related projects like the Wolf house, and that there just needs to be a clear purpose. Schaub asked if bricks and mortar projects are favored over things like programming. McCulloh said yes, but it is not explicit; they just want the funds to make an impact.

Brokesh stated that the NEA Our Town grant deadline has passed but there might be another round next year; perhaps it is an annual funding source that could be applied to design services.

Loupe then reported that tuck pointing and painting projects on the Community House were waiting on the weather and that re-roofing was getting ready to begin as well. He

added that the Community House also needs new windows. The building was constructed in 1917, so a 100 year anniversary program in 2017 might be appropriate.

Scroggs stated that she was contacted by West to gather information about people's opinions on the Community House. She sent out a survey and received over a thousand responses.

Scroggs also stated that with the 4th Street improvements a lot more downtown growth is expected to happen, and it will have a big impact in the next two years. In five years the Community House is going to be something that everyone is concerned about.

McCulloh stated that the Piene Foundation also gave money for windows at the Courthouse, so they have done projects related to historic properties owned by local governments before.

West said that the gathered information shows people are very interested in the Community House. Scroggs said that the DMI Board of Directors supports repurposing the building.

Schaub said that Community House is a large undertaking, but that the Board can start with smaller projects associated with it. Scroggs asked if a CIP request would be an option. Schaub said that the Board would explore that.

5. City-Owned Property

Credit presented the list of city owned properties over 50 years old. The information was gathered from the City insurance records. He asked what actions the Board would like to take with the list.

West suggested several buildings that should be added to the list and some different dates of construction. The Board also suggested that city parks and squares should be added. West would like the list to help monitor the structures for any potential damages or removal. Loupe offered the Parks and Recreation bus for a tour of the sites, if the Board would like to use it.

Brokesh asked if the buildings had individual maintenance budgets. Loupe said that maintenance funds were not allocated by building. They take care of the highest priorities as funds are available.

Credit said he would make the suggested changes and bring the list back for further review. Schaub suggested creating a more detailed inventory and adding to the city website.

The Board discussed historic lighting improvements. Loupe said that there are a number of historic lights from the old bridge that they considered for the City Park lighting project, but the project was cost prohibitive.

6. Capital Improvement Program (CIP) and Historic Preservation Fund Grant – 2014
Credit presented a letter from Lauren Ritterbush requesting CIP matching funds to apply for 2014 Historic Preservation Fund (HPF) grants in 2014.

West recommended windows or a feasibility study for the Community House. The costs would have to be determined. Loupe offered to help determine costs and added that the priority for the Community House was for a new roof and windows.

Dzewaltowski suggested the floor at the Depot. Loupe said that funding for the project was for this year but it is a complicated project – an engineer had evaluated the situation and proposed that the floor come off and be completely redone, even though that would not be the most desirable solution. He also added that the Depot windows need work. He asked if the HRB would come up with a “punch list” of repair items and noted that there was nothing in immediate danger, but that the building does need work.

Schaub said that the wood floors are getting torn up and that carpet on the floor might help to protect it. He added that there is also no interpretive material on the interior of the Depot and discussed other challenges and needs for the Depot. West said that the high use of the Depot shows the need for another community building such as the Community House.

The Board discussed past CIP requests. Schaub asked how far the CIP recommendation list needed to be narrowed, and suggested pursuing a historic project and a community project. Dudek recommended the Community House windows and a design feasibility study. Loupe said the Depot floor estimate was \$30,000. Brokesh asked if the archeology projects could be prioritized and include individual cost estimates.

Loupe said the Depot floors are already in the Parks budget and suggested windows for historic properties so that the funds could be used on either the Community House or the Depot.

Mecseri said that he would meet with Bruce McMillan and come up with a punch list for the Depot.

Schaub said he would like to see windows at the Community House and would support an update and adoption of downtown design guidelines. Carpet and interpretive displays are a lower priority.

The board agreed that they would consider: HPF grant for archeology study, Community House costs, Depot punch list for windows and other items, Community House feasibility study, structural floor at the Depot, and downtown design guidelines for their future CIP requests.

7. Administrative Review Summary:

Credit reviewed decisions on Lot 4, Downtown Entertainment District (4th Street Lofts) and 2101 Claflin (Riley County Child & Family Resource Center). There were no Board comments.

8. Announcements and Updates:

Credit gave an update on the State Law Review decision by the City Commission to enter into an agreement with SHPO to take over State Law Review of Historic Properties and environs. He handed out a draft of the administrative review policy required by the agreement with SHPO for the Board to review.

9. Upcoming Meetings:

- Monday, February 25, 2013.
- Monday, March 25, 2013.

10. Adjourn.