

**Minutes**  
**HISTORIC RESOURCES BOARD**  
**City Commission Room, City Hall**  
**1101 Poyntz Avenue**  
**Monday, July 28, 2014**  
**4:00 P.M.**

**Members Present:** Dea Brokesh, Chair; Angie Danner, Vice-Chair; Betty Mattingly; Tim Weiser; Cameron Tross.

**Members Absent:** Michael Krysko; Tyler Holloman.

**Others Present:** Kathy Dzewaltowski; Linda Glasgow.

**Staff Present:** Lance Evans, Senior Planner.

1. Consider the minutes for the May 19, 2014 Historic Resources Board meeting.

Brokesh requested a correction to item #3. Danner moved that the minutes be approved as amended. Brokesh seconded the motion, which passed on a vote of 2-0. (Brokesh and Danner were the only two present from the May 19 Meeting.)

2. Introduction of new members.

Tim Weiser and Cameron Tross introduced themselves to the Board.

3. Board Election of Chair and Vice-Chair

Weiser nominated Dea Brokesh as HRB Chair and Angie Danner as Vice-Chair, Mattingly seconded. Motion passed 5-0.

4. Comprehensive Plan Update – Historic Resources

Evans presented an overview of the Comprehensive Plan process and purpose.

The Board discussed:

- The difference between the Comprehensive Plan Goals and Policies and specific city ordinance.
- The Historic Preservation section of the Comprehensive Plan including adding specific actions to meet the guiding principle of education in goal one, such as improved website information and access to brochures and pamphlets about Manhattan's history.
- Policies that should be added like demolition by neglect and the interpretation and implementation of such an ordinance.

Weiser expressed concern over the speed that properties can be removed and the need for good information about significant older homes so they could be flagged at Code Services before they

are demolished. He discussed providing opportunities and options for moving or preserving the homes in some way, also the possibility for developing an ordinance that would allow for documentation of a property prior to demolition. Criteria could be established for which structures in the community should be preserved.

Tross asked if those properties have to be on the registry to be protected. Weiser questioned if listing some properties was worth the effort. The board discussed the benefits of having a list of all the homes in Manhattan and their backgrounds.

Glasgow said that in the late 70's there was a Manhattan historical survey for the original plat of Manhattan. She would like to see something about the Charleston Principles in the Comp Plan and at least a one-half time historic preservation staff member to review and promote historic preservation issues.

Weiser suggested adding policies if necessary but if the issues are already present in the Comprehensive Plan then maybe we don't need to add anything.

Danner suggested adding a Historic Preservation staff member to the first goal. Weiser said that maybe the city can just have a Historic Preservation consultant to address any issues that may arise; SHPO is that for us now.

Glasgow said that because the Peace Memorial Auditorium was not listed on any potential historic list the renovation process wasted time and money. The board discussed the City owned structure list and the listing of the Memorial Auditorium and how it fit into the list we have now.

Dzewaltowski suggested looking at the stone properties list for properties that may need protection. Evans said that there is a Stone House survey that was completed several years ago (actual date: January 2008). Dzewaltowski said that there isn't a list of the surveyed properties that is reviewed before construction activity. Evans stated that this might require a new ordinance and it might place an encumbrance on properties.

Weiser said that there is a fine line between having a list and telling homeowners what they can and cannot do like in some other communities. Evans said a listing of all the homes would be a big change, but the Board could pursue it. Dzewaltowski suggested ranking the list of homes to contact owners and ask.

The Board discussed an incentive program and some obstacles to listing homes on the local register. Some positive reasons for listing include: the honor of being on the register, volunteers construction advice and help with rehabilitation, education and help to document the status of a home.

Tross added that you can see the pride of people's homes on the walking tours. Developing a list of homes would allow the board to contact the property owners to see if they wanted to list their properties. The Wonder Workshop signs were beneficial to learn about the homes.

Glasgow pointed out that the value of the local registry is protection of the historic property. Stone houses or other historic home might be on the national registry we need to remember the

carrots for registering on state and national registers. There are advantages to tax credits that should be part of any education program.

The Board discussed the local register process requirements and benefits in relation to the State and National Registry. The local standards require more local effort than the state and national register because of public notice requirements and public hearings.

Brokesh suggested establishing a list of properties that have historical significance, under Chapter 10: Goal One. Under Goal Two develop an incentives program for historic preservation.

Danner moved to establish a list of significant historic properties under Goal One and under the second Goal add “develop an incentive program to encourage participation in historic preservation”. Weiser seconded. Motioned passed 5-0.

#### 5. City-Owned Structures Over 50 Years Old

The Board discussed the purpose of the list and if any funds are available for improvements or maintenance of buildings. Tross suggested the board determine the historical significance of each property.

Glasgow expressed that even structures that are identified may be at risk by not having a proper maintenance plan. The Union Pacific Depot was discussed and the Board requested staff to find out about Parks and Recreations Plans for maintenance. The Board also requested other departments be invited to report on plans for structures on the City Owned Structure List.

Weiser suggested tracking recommendations and improvements to the structures to address impacts and develop feedback to add to the Boards credibility. Property needs to be prioritized so the Board may discuss a few structures each month. Staff will add historical information to the list to help prioritize the structures and add to the next agenda. Weiser suggested establishing criteria for evaluation such as longevity, history, cultural impact, persons. Take the top structures to prioritize the list and look at the top five or ten. The actions would be determined based on realistic improvements that may be made.

Mattingly added that city departments could report on the status and long term plans for structures under their purview. Staff will check each Structure on the Kansas Historical Resources Inventory (KHRI) and add data to the list for further discussion.

#### 6. HRB Action Plan

Brokesh reviewed the high priorities from the Action Plan. Evans said the Action Plan was adopted in 2011 and suggested the Board prioritize the actions.

The Board discussed priorities from the Action Plan and felt that Downtown Design Guidelines would be the highest priority for the Board at this time. The Board discussed the history of the downtown design guidelines and the CIP funding process.

Tross pointed out that examples of bad development last a long time and we need to protect the historic assets. We should have design guidelines for historic districts. DMI currently supports Historic Downtown Design Guidelines. The board discussed the grant process for 2015 starting with meetings this fall to start organizing grant applications. Staff was directed to add grant option discussions with other partner agencies to the November meeting agenda.

Brokesh discussed the need for the promotion of archeological investigations. Past grants have done Phase I and II studies and in 2014 Lauren Ritterbush obtained a grant for a Phase III Archeological Study along Wildcat Creek. The Board discussed the need and ability to prioritize archeological projects. Archeological projects should remain a high ongoing priority for the Board.

Brokesh asked about the possibility for informational signs along Wildcat Creek as discussed at May's HRB meeting to educate and generally identified archeological sites. The board discussed how signs could be used to generally identify the significant archeological areas along the trail. The signs would have to be specific to sites but general enough not to allow damage to the site; the Board would work with Lauren Ritterbush on signs.

Brokesh said the Sunflower Foundation Grants for a 50% match and are a possible funding source for trail signage. Sign Design could be part of the cities portion of the grant. Other grant opportunities include the National Endowment for the Humanities; deadline is October 13 which is too soon for this year.

Weiser asked if other signs in Kansas that we could look at for examples. Brokesh said that there are many city signs including the new Longs Park sign. Glasgow said that Tom Roberts, a previous HRB member had done some work on signage. The Board discussed the sign types and requirements that are available. Brokesh asked if the Board wanted to go for other types of grants without the City funding. Grant applications would have to be approved by the City Commission, but the matching funds don't necessarily have to come from the City Commission.

The Board discussed what their top priorities would be going forward. Danner thought design guidelines seem the most important. Brokesh asked if the Board wanted to review what it means to have design guidelines and their criteria at the next meeting. The Board agreed, Brokesh will research criteria and Tross will check with Bruce McMillan on past efforts.

7. Administrative Review Summary:

Evans reviewed the administrative approvals for the month.

8. Announcements and Updates.

Douglass Center – CDBG improvement project being developed and will return in August to review improvements.

Historic Preservation Conference September 11-12, 2014 in Emporia.

9. Upcoming Meetings:

- Monday, August 25, 2014
- Monday, September 22, 2014.

10. Meeting Adjourned.