



**HISTORIC DISTRICT  
REVIEW COMMISSION**

**January 17, 2017**

**5:30 p.m.**



## HISTORIC DISTRICT REVIEW COMMISSION

### Regular Meeting Agenda

**January 17, 2017**

**5:30 p.m.**

**City Hall 3<sup>rd</sup> Floor Conference Room**

**I. Call to Order**

**II. Roll Call**

John Carr, Vern Drottz, Mike Gilmore, Matt Grundy, Dail Hobbs, Clay Lozier, Kelley Wrenn Pozel, Brett Rinker, Doug Wilson

**III. Approval of Regular Meeting Summary: December 6, 2016**

**IV. HDRC Case #17-001D: After the Fact Application** Consideration of a request for a Certificate of Appropriateness for a metal roof on screened in porch at 335 W. Kansas St., Historic Dougherty District

**V. Other Business**

- a. Administrative Approvals since December 6, 2016 meeting
  - 2 N. Main installation of wall sign
- b. Miscellaneous matters from the Commission
- c. Miscellaneous matters from staff
- d. Election of Chair and Vice Chair

**VI. Adjournment**

**LIBERTY HISTORIC DISTRICT REVIEW COMMISSION**  
**Regular Session Summary**

**December 6, 2016**  
**5:30 p.m.**

**I. Call to Order**

Chairman Grundy called the meeting to order at 5:30 p.m.

**II. Roll Call**

John Carr, Vern Drottz, Matt Grundy, Dail Hobbs, Clay Lozier, Brett Rinker, and Doug Wilson answered roll call. Kelly Wrenn Pozel and Mike Gilmore were absent. Katherine Sharp, Assistant Director of Planning and Development and Jeanine Thill, Community Development Manager represented staff. There were four members of the public in attendance and Kellie Houx with the Liberty Tribune.

**III. HDRC Case #16-19LS: Consideration of a request for a Certificate of Appropriateness for stucco on west elevation wall at 110 E. Kansas St., Historic Liberty Square District**

Ms. Sharp presented the details of the application, as described in the staff report.

Commissioner Drottz asked what percentage of the wall needed to be removed.

Dan Hatcher, the applicant, replied that 100% of the wall must be replaced. He added that two engineering firms deemed the wall structurally unsound and said it must be replaced.

Commissioner Drottz asked if they would save the bricks for reuse.

Mr. Hatcher said the bricks were too soft for reuse of anything structural and said they will have several thousand bricks and anyone interested may contact him.

Chairman Grundy asked if there were any additional questions from the Commission. Hearing none, he asked for a motion.

Commissioner Lozier made a motion to approve the application as submitted because it meets the design guidelines. Commissioner Carr seconded the motion, which was unanimously approved.

**IV. Other Business**

- a. Administrative approvals
  - a. Ms. Sharp went over the two approvals since the last meeting.
- b. Miscellaneous matters from the Commission
  - a. Commissioner Carr asked if a packet had been taken to the owners of the home at 449 Miller Street. Staff confirmed a packet was hand delivered. The home owner was present at the meeting and confirmed receiving the packet.
  - b. Commissioner Hobbs said that 7 N Water Street has removed their storefront. Staff said they will follow up with the property owner.
  - c. 124 Gallitan – Chairman Grundy asked for an update on the porch removal. Staff reported there was a review of this in 2013 and it was

determined the porch was non-historic. Ms. Sharp said she had contacted the property owner but had not heard back from them.

- c. Miscellaneous matters from staff  
Ms. Sharp introduced Jeanine Thill as the new Community Development Manager, she will be the staff liaison to the Commission.

#### **V. Approval of Meeting Summary**

Commissioner Carr made a motion to approve the Meeting Summary of the November 15, 2016 HDRC Meeting. Commissioner Lozier seconded the motion which was approved 7-0-0.

Chairman Grundy adjourned the meeting at 5:55 p.m.



**HDRC Case No. 17-001D**

**Staff: Jeanine Thill, Community Development Manager**

**HDRC Meeting Date: January 17, 2017**

## **GENERAL INFORMATION**

Application: Certificate of Appropriateness for a roof after the fact  
Applicant: Denise Kisner  
Location: 335 W. Kansas St.  
District: Dougherty Historic District  
NRHP Status/category: Non-contributing  
File Date: January 5, 2016

## **SPECIFIC INFORMATION**

### **SITE HISTORY**

This one and a half story Cape Cod was built in 1987. It has a symmetrical façade with side gabled roof. There are two gabled dormers on the front, and multi-paned windows. There was a wood deck at the southwest corner of the house which was recently replaced with a covered screened porch. The staff report for this case (16-002D) is included as exhibit C. The COA was issued with shingles to match the existing home.

### **PROPOSAL DESCRIPTION**

The applicant proposes a metal roof instead of the shingled roof.

### **Details**

A Certificate of Appropriateness was issued in April of 2016 for the gabled roof to tie into the roof of the house, matching the existing roof slope, and the shingles will match the existing shingles on the house. Upon inspection in December 2016 a metal roof was discovered being erected and a stop work order issued. The homeowner requests to keep the metal roof.

## **ANALYSIS**

**Unified Development Ordinance (“UDO”)** - The Unified Development Ordinance outlines design principles that have been adopted for all historic districts and landmarks in the City of Liberty.

**Design Guidelines (“DG”)** - Design Guidelines were established to give the HDRC general guidance in making subjective preservation choices in accordance with accepted best practices and the Secretary of the Interior standards for historic preservation.

**UDO: Sec. 30-72. District HP, design principles.**

9. Roofs: Rooflines and shapes shall not be altered. Visible roofing materials shall be compatible with other building elements and materials in terms of color, materials, and texture. The use of roofing materials that reflect an earlier or later style or period is discouraged. Corrugated metal roofs are not appropriate for primary structures.

**DG:** Quality composition shingles are the most widely used roofing material in Liberty. Corrugated metal roofs are not appropriate for primary structures.

**Staff Analysis**

The corrugated metal roof is not appropriate for the historic district as it does not complement the color, materials and texture of the primary structure.

The Design Guidelines specifically state that metal roof is not appropriate.

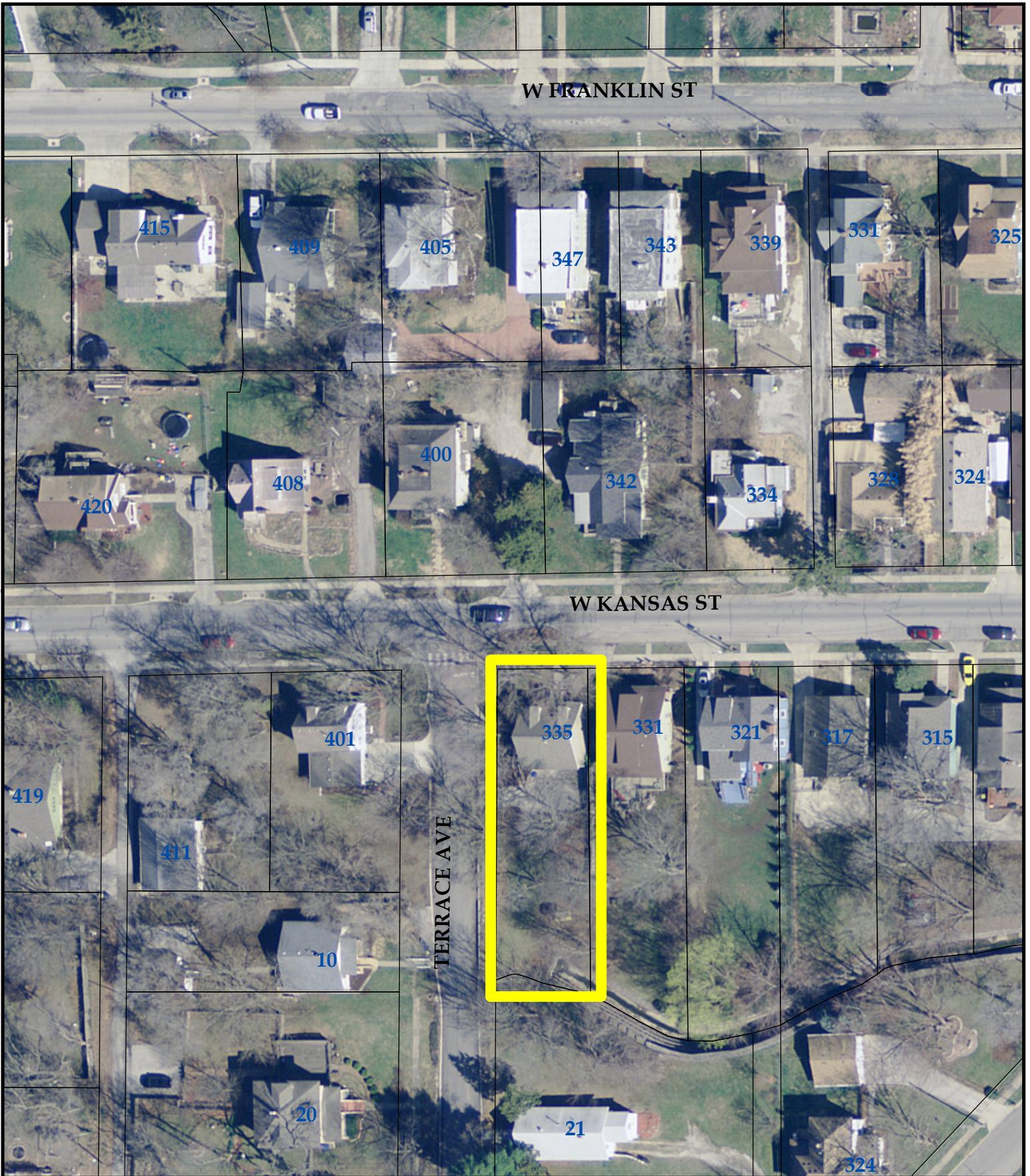
**STAFF RECOMMENDATION**

The application fails to meet the standards for review and the design guidelines; therefore staff recommends denial of HDRC case # 17-001D

**ATTACHMENTS**

1. Exhibit A: Vicinity Map
2. Exhibit B: Photos of existing conditions
3. Exhibit C: Approved Staff Report





HDRC Case #16-002D  
335 W. Kansas



Exhibit A:  
Vicinity Map





HDRC Case No. 16-002D

Staff: Jonna Wensel, Community Development Manager

Date: April 19, 2016

## GENERAL INFORMATION

Application: Certificate of Appropriateness for a new back porch  
Applicant: Denise Kisner  
Location: 335 W. Kansas St.  
District: Dougherty Historic District  
NRHP Status/category: Non-contributing  
File Date: March 30, 2016

## SPECIFIC INFORMATION

### SITE HISTORY

This one and a half story Cape Cod was built in 1987. It has a symmetrical façade with side gabled roof. There are two gabled dormers on the front, and multi-paned windows. There is a wood deck at the southwest corner of the house.

### PROPOSAL DESCRIPTION

The applicant proposes to replace the deck with a covered screened porch.

### **Details**

The new porch will retain the footprint of the existing deck, measuring approximately 10x12 feet. The gabled roof will tie into the roof of the house, matching the existing roof slope, and the shingles will match the existing shingles on the house. The structure will be constructed of wood. The floor of the porch will be wood 2x6". The porch railing will be 36" high, with a 2x4" top and bottom rails with a 2x6" cap and square metal spindles. The porch will be enclosed with screen.

## ANALYSIS

**Unified Development Ordinance ("UDO")** - The Unified Development Ordinance outlines design principles that have been adopted for all historic districts and landmarks in the City of Liberty.

**Design Guidelines ("DG")** - Design Guidelines were established to give the HDRC general guidance in making subjective preservation choices in accordance with accepted best practices and the Secretary of the Interior standards for historic preservation.

<p><b>DG: Sec. 30-72. District HP, design principles.</b></p> <p>8. <u>Porches</u>: Porches, porticos, stoops, entryways, loading docks, decks, and exterior stairways shall be of a scale, design, material, and color that complement the existing façade and its individual elements.</p>	<p><b>Staff Analysis</b></p> <p>The proposed porch will complement the design and materials of the house.</p>
<p><b>UDO: Sec. 30-81.2. Accessory structures, residential districts.</b></p> <p>5. A deck, patio, or gazebo shall be allowed only in the rear yard and located at least 5 feet from any lot line.</p>	<p>The proposed porch meets the required setbacks.</p>

**STAFF RECOMMENDATION**

The application meets the standards for review and the design guidelines; therefore staff recommends approval of HDRC case #16-002D.

**ATTACHMENTS**

1. Exhibit A: Vicinity Map
2. Exhibit B: Inventory Data Sheet
3. Exhibit C: Photos of existing conditions
4. Exhibit D: Drawings of proposed porch
5. Exhibit E: Photo of proposed railing

