

Washington Historic Preservation Commission Meeting
Council Chambers of City Hall
405 Jefferson Street
Washington, Missouri 63090

Tuesday, January 22, 2019 at 6:00 PM

Minutes

Call to Order – Roll Call

Present

Carolyn Witt, Chairman
Steve Strubberg, Vice-Chairman
Rick Hopp
Jamie Holtmeier
Andrew Clary
Joe Holtmeier, City Council Liaison
Mark Hidritch, City Council Liaison
Susan Watermann, City Council Liaison
Sal Maniaci, City Planner/Economic Developer

Absent

Bryan Bogue
Danielle Grotewiel
Bridgette Kelch
Tom Neldon, Building Official

Pledge of Allegiance

Approval of minutes from Monday, October 15, 2018 and November 19, 2018. Motion made by Andrew Clary. Seconded by Rick Hopp. Passed without dissent.

Carolyn Witt:

Before we get started, I would like to thank Susan Watermann for being our liaison, for coming, being supportive and listening, and for being an advocate. We are sorry to lose you, but wish you well in your new endeavors.

Susan Watermann:
Thank you.

New Business

1. Phase III of the International Shoe Factory Survey – annual public hearing.

Katie Graebe (of Landmarks):

This is the third and final. So far, it is the smallest. This will be 36 acres, 140 properties or resources so far. In comparison to Phase I – which was 155, and Phase II – which was 194. We are getting down to the end. We are going to be looking to the South of the Shoe Factory, checking out these homes and then doing comparison to Phase I and Phase II – the types of styles built and what kind of boundaries we could do for an official historic district. Or, what districts are plausible at this time. I've already started portions of this one. I've done the Western half along Stafford, Third and Horn. The needs for this survey are the same as last time. If anyone comes forward and has any knowledge of the area –

anyone that has worked at the shoe factory, especially if they lived in the area – and/or a resident from not only just this survey, but any of the surveyed area. If they have new information about their homes, when they were built, original materials – anything like that. If they want to reach out to me – that would be great.

Carolyn Witt:

I don't know whether we've had anything in the newspaper recently about this....

Sal Maniaci:

Last time, they wrote a whole story about it. We do Facebook posts whenever we know they're starting with the maps, so people know.

Carolyn Witt:

Good. There are still a few souls out there who would have stories to share. The problem is tracking them down.

Sal Maniaci:

We can talk to Gregg Jones about it. I think it was always informative. It was never requesting information.

Jamie Holtmeier:

What year did it close?

Katie Graebe:

1960. Towards the end, it struggled a little bit – but it was officially 1960.

Carolyn Witt:

It's funny because in some ways, it doesn't sound like that long ago. Are there any questions? Payment will be forthcoming as we.....

Sal Maniaci:

Yes, as we finish up milestones – there is a schedule on there that says when we should be making payments.

Katie Graebe:

We've got our milestones covered and all that. We have a new person reviewing.

Sal Maniaci:

It's Allison Archambo, who used to work on the third floor for a little bit. I think she used to take minutes for these meetings around the time I started.

Carolyn Witt:

I thank you for past labor and what's to come. We know we're in good hands.

Katie Graebe:

Thanks for having me and if you have any questions in the meantime, get a hold of me.

Carolyn Witt:

I think it's pretty straight forward because this is our third go around on this.

Katie Graebe:

This is primarily residential, unlike the other two which has schools and businesses. This is mainly all residential.

Carolyn Witt:

It's going to be interesting to see what actually, eventually, comes out from this.

Sal Maniaci:

Do we have any inclination of an area that may be eligible?

Katie Graebe:

The main thing will be the Shoe Factory for sure. That whole complex. Everything else is a little harder to say because just being an industrial and factory development of housing complexes, it's all vernacular in style. A lot of it has been altered throughout the ages - especially on the far Western side. Lots of alterations in siding and windows. There's been a lot of zigzagging of lines. The state doesn't like that anymore. I'll have to take a fine look at it to see what we can cobble together. Some of them, the garages have more integrity than the houses do. It's been a little rough with that aspect with contributing and non-contributing statuses.

Carolyn Witt:

But at the same time, everything you are collecting is of value. It's never a waste. This information will be available.

Katie Graebe:

Exactly, and it's already been great to do the comparison with the previous surveys - the 92 survey. Half of the Western side wasn't surveyed. It wasn't a struggle, but definitely harder to discern what was there - because there is no record.

Carolyn Witt:

Do we need a motion on this?

Sal Maniaci:

No. It is just to accept the meeting into the minutes.

2. Discuss potential changes to the Historic Preservation Commission meeting schedule.

Sal Maniaci:

This was brought up at the last meeting because there had been a couple meetings in a row that we couldn't get quorum or just throughout the year. We were having trouble with that. We are having really decent response with email correspondence. The whole goal is if it's something that doesn't need alterations and everyone can come to an agreement - we never want to hold off a building permit since it is voluntary compliance. We looked into the CLG requirements. This commission has a requirement of the Certified Local Government, for us to

continue to be certified and to be eligible for grants – we have to meet four times a year. That’s what was brought up last time with how often this group wants to meet. If we want to make it quarterly and then as needed whenever something comes in. Any time we send an application out via email, any member can request a formal meeting. Monday’s are just our tradition. Mondays at 6pm. It can be any time during the working hours and as long as we have it posted in the paper. I have to be here for council anyhow, I don’t want you to think this is a way to try to get me to go to less meetings. It’s completely up to you guys. Whatever you think is going to be more efficient and easier for people to come to. It’s up to you guys. We can do every other month and still do reports of ones that have passed via email – or we could have the four solid meetings, starting in February since our elections are always in February. Either way, either pattern we decide to go with – February will always be an automatic meeting because that is when elections are, then we will go forward from there.

Carolyn Witt:

Discussion on this?

Steve Strubberg:

I don’t have a problem reducing it. We haven’t had anybody present to us in person in quite a while.

Sal Maniaci:

Not since Elijah McLean’s. Signage is every once in a while. I would have expected that if we sent Elijah’s out, someone would have requested that to be a meeting – most likely. Well, I would have requested that because it didn’t meet the requirements. It had to have the overruling by this commission. We could do a case by case if it’s not a quarterly meeting.

Carolyn Witt:

Can we keep our time slot even if we’re not using it?

Sal Maniaci:

Yes. Jamie did request that already – that we automatically have this reserved in case we have to do it. You only need 24 hours – so we have to have it Friday by 6pm. If we decide on Friday that we need to meet on Monday, it will still be reserved.

Carolyn Witt:

I think the email situation works very well. I really enjoy the comments other people make, because you learn a lot when somebody else sees something you don’t. I think it’s working very well.

Jamie Holtmeier:

I agree with that, too. When I first joined, I was given a handbook – the DREAM Initiative. I was able to find it online. I since go to it whenever we do an email review. Especially if I’m not sure. If we could just have that sent out again, an electronic version. That might be helpful – especially if we are leaning more towards email approval versus in chamber.

Andrew Clary:

Has it changed much from the version that we got.

Sal Maniaci:

No, it has not changed. That was something that PGAV – we were selected, the DREAM Initiative, there were five communities I think selected in Missouri that got funding for a grant – then PGAV went to each town and said here's what you should do to preserve your historic integrity and all that. Make it aesthetically pleasing. That was done in 2014, I think. That is something also in the future we want to apply for funding to redo that. Our master plan will be up in 2023. We already budgeted that, we do not use grant funds for that. It may be a good time to add funds at that point to redo both. Something to keep in mind – I know it's five years away.

Steve Strubberg:

I think looking at the zoning ordinance, that pretty well spells out what we're supposed to review and gives you a pretty good cheat sheet to follow.

Andrew Clary:

Are we going to set date? I know there are some dates no one can ever seem to make. Downtown Washington is always busy in May. We never have enough in May.

Sal Maniaci:

We don't absolutely HAVE to do February – it's just ideally we would do February because that's when elections have always been – and every three months out from there. That would be February, May, August, November.

Carolyn Witt:

February, June and.... August is as bad with the fair. Even if it's not fair week....

Jamie Holtmeier:

I know May and July it seems we have a lot of those Main Street conferences. Maybe have a meeting a month or two before that.

Steve Strubberg:

I guess the only thing is a lot of construction takes place in the warm weather months. The other thing is, if we are going to reduce this – we have all got to make a concerted effort of being here.

Sal Maniaci:

The Monday before the fair in August, we have council – so I'm not sure the fair is a reason to not have it.

Andrew Clary:

If we did it quarterly, it would be February, May, August and November – right?

Carolyn Witt:

How does that hit people? Is that good?

Steve Strubberg:

Rick, I'm not pointing you out – but I know May with the Winefest... it seems May we never have enough people.

Carolyn Witt:

Winefest is the third weekend in May.

Rick Hopp:

Are you going to keep it on council nights? We wouldn't have a problem with that.

Steve Strubberg:

I guess the only thing that would come up is if there's some kind of conference that would interfere, but we could slide it a month.

Sal Maniaci:

You are right, we can always slide it. We just have to have four in our fiscal year. We'd be covered already if we didn't have a meeting until November – we've already had enough to have four.

Carolyn Witt:

We always have the option to have a meeting if something comes out that we need to hash out or have a really effective presentation and not just an email. Do I have a motion on the change of meeting status?

Steve Strubberg:

I motion we meet the third Monday in February, May, August and November.

Carolyn Witt:

Is there a second?

Andrew Clary:

I'll second.

Carolyn Witt:

Any discussion?

Jamie Holtmeier:

I just noticed August we had no meeting, but I can't remember why.

Sal Maniaci:

For some reason in August, everything gets canceled – which is really not necessary.

Rick Hopp:

As long as we can get this out ahead of time to get this scheduled and in our calendars.

Carolyn Witt:

Jamie, if you would get the dates and send them to everybody – then they'll know these are the dates to save.

Joe Holtmeier:

If you can't make it – resign.

Sal Maniaci:

Keep in mind, anytime something gets emailed to you and you think you want a discussion – just reply to all that you would like to have a meeting. If Monday isn't the best time, we can always reserve a different day – or go upstairs.

Carolyn Witt:

If somebody is in a hurry for something, but we want more than just an email – we're pretty flexible and can call a meeting.

Steve Strubberg:

I guess the other thing is, Sal, is if something comes up like tonight with the public hearing.

Sal Maniaci:

We can do a better job with that though because those grants are pretty far in advance – so we can tell them when our next meeting is. We should be able to schedule it on a day we are going to meet.

Steve Strubberg:

I guess if we don't have a quorum we would have to have another meeting sometime.

Carolyn Witt:

Okay, we have a motion and a second to meet in February, May, August and November of 2019. If there is no further discussion, all those in favor – signify by saying I. Opposed? Motion carried.

3. Certificate of Review – 204 Jefferson St. – Event Inspirations by Plush sign. Issued on December 12, 2018, per email correspondence.

Sal Maniaci:

We just need to accept these into the minutes.

Carolyn Witt:

Okay, we will accept 204 Jefferson, 18 E. Front St. and 504 W. Fifth into the minutes that they were approved and received their certificate of review.

4. Certificate of Review – 18 E. Front St. – façade changes. Issued on January 7, 2019, per email correspondence.

Accepted into minutes.

5. Certificate of Review – 504 W. Fifth St. – Hoefel Haus sign. Issued on January 7, 2019, per email correspondence.

Accepted into minutes.

6. Update on applications for Historic Landmark Designation for:
 - a. Bleckmann Building / Washington Farmers' Market – 317 W. Main St.
 - b. Old Main Post Office – 123 Lafayette St.
 - c. Godt House / Gottfried's Cabin – 124 Jefferson St.

Sal Maniaci:

These are on the council agenda tonight if someone wants to stay. I don't think we are going to have any questions. We have the exact same conditions that we had for the cemetery. The conditions are prohibiting demolition unless this commission deems necessary – or council can always repeal an ordinance for demolition. Mandatory review / mandatory compliance for any physical change for this board. Those are the only two.

Old Business

1. International Shoe Factory Historic District Survey

Carolyn Witt:

We've already covered this.

2. Education

Carolyn Witt:

As far as conferences go, I am signed up to go to the National Main Street meeting. I was going to ask that I get some help funding that. That is approved at higher levels. Anything they want to contribute, I'm going to submit my airfare which was \$378 round trip. Registration was \$400. I figured I would request, if it's alright with you guys that I do that. The Main Street organization is really focused on preserving the historic downtown. I feel that is a worthwhile thing to go to. I'm also on the board. I have a double interest in this. If it's alright with you all, I would like to request funding and whatever the city deems.

Sal Maniaci:

Just turn your receipts in.

3. Curb Appeal Award

Nothing new.

4. Creating New History Award

Nothing new.

5. The Jasper House

Carolyn Witt:

The Jasper House is moving along and I've heard rumblings that they have a tenant forthcoming. Someone is interested. It's going to be a tax generating property. We have not seen any plans as of yet. So far all the work has been internal. I don't know whether they've applied, but there is money available through Downtown Washington for façade...

Rick Hopp:

Carolyn, that's through the foundation. A year and a half ago, we were awarded the neighborhood assistance tax credit program. So far we're 60,000 shy of achieving our goal, but what happens here - we receive this money for these tax credits. We can then allocate them on a low interest loan to anybody who wants to do façade improvements and window improvements on their buildings. It doesn't necessarily have to be in downtown. Already, we have two on the books. We have two more that are waiting. As soon as that money starts coming back to us, then we can start using that money in other projects in downtown. It's a win-win for the whole thing. It's through the foundation and not downtown.

Jamie Holtmeier:

Is it only commercial, or can it be for residential too?

Rick Hopp:

It can be residential, yes.

Carolyn Witt:

The first loan that was approved for the call center that's going in at the corner of Stafford and Fifth.

Sal Maniaci:

We will get Steve on in February. If we are going to do quarterly, I want to make sure he has his exterior done by February.

6. Budget Report

Nothing new.

7. Information Plaques

Carolyn Witt:

We are not doing historic plaques this year.

Sal Maniaci:

We are in this budget year. That was for Phase II that we were not.

Carolyn Witt:

According to Danielle, we were going to target existing designated - so it's not something we have to pick up.

8. The Calvin Theatre

Carolyn Witt:

The Calvin is on so many agendas of committees that I see and there is nothing we can say.

Sal Maniaci:

There is nothing we can do. Imminent Domain has been thrown out there in case it's a hazard to neighboring properties, but what is the city going to do if we take it over? Then it's our issue and our hazard.

Other Business

At our next meeting on February 19, 2019, we will nominate a Chair and Vice Chair. We have committees for creating new history and curb appeal.

Steve Strubberg made a motion to adjourn and Andrew Clary seconded the motion. A vote was taken and unanimously approved. The meeting of the Washington Historic Preservation Commission ended at 6:40 PM.

The next scheduled meeting of the Washington Historic Preservation Commission will be held Tuesday, February 19, 2019 at 6:00 PM in the Council Chambers of City Hall.