MINUTES OF THE LANDMARKS BOARD

DATE: August 9, 2017
TIME: 5:30pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time in City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: Gary Bishop (Chair), Paden Chambers, Justin Stanek, Kaitlyn McConnell, and Wallis Nattinger. Absent: Kent Brown, Nancy Crandall, and Paul Lewis. Staff members: Michael Sparlin, Senior Planner and Duke McDonald, Assistant City Attorney.

ROLL CALL:

APPROVAL OF MINUTES: The minutes of July 12, 2017 were approved.

UNFINISHED BUSINESS:
Certificate of Appropriateness: None
Certified Local Government Review: None
Pre-Application Review: None

NEW BUSINESS:
Certificates of Appropriateness: None
Certified Local Government Review: None
Pre-Application Review: None
Local Historic Site Nomination Review: None

COMMUNICATIONS: None

REPORTS:
Report on Committees: None
Application: None
Demolition: Mr. Sparlin will send out the current list.
Historic Sites and Districts:
Jefferson Avenue Footbridge: Mr. Chambers noted about the purchase of Frisco Lane and this should have an impact on the Landmarks Board because a lot of property has been on hold.

Walnut Street Identification Signage:
Justin Stanek contacted David Eslick and noted that there are no current updates and recommended removing it from the agenda.

Justin Stanek made the motion to remove Walnut Street Identification Signage from future Landmarks Board Agendas. Paden Chambers seconded the motion. The motion carried as follows: Ayes: Gary Bishop, Paden Chambers, Justin Stanek, Kaitlyn McConnell, and Wallis Nattinger. Nays: None. Abstain: None. Absent: Kent Brown, Nancy Crandall, and Paul Lewis.

Communications: None
Awards and Recognition: None

Design Guidelines:
Michael Sparlin went over the Historic Preservation Fund Grant Program – Planning and Outreach Grant Application.

Several noted items:
Michael Sparlin has filed in several items on the application. Needs to be submitted by August 31, 2017, and Landmarks will meet on August 23, 2017 to vote on the filled-out application. The application will be sent out prior for board members to make any notations or add edits.

<u>Scope of Work:</u>
Gary Bishop noted that Mr. Sparlin has filled out the application properly and has no concerns, however would like Mr. Chambers to comment.

Paden Chambers noted that the application has been covered with a lot of the points on previous projects and making clear that the current guidelines lack clarity and showing were we have allowed aluminum clad windows.

Mr. Chambers thinks maybe we should add some background on the growth of the district, using some of the photos from the National Register document showing a 1980 versus present and how things has changed and improved. He also believes it would be good to show some of the buildings that have not been renovated and how they are waiting to be worked on.

Show where the consultant will produce additional documents that will be utilized by Landmarks Board, the City of Springfield, and applicants or design guidelines ad will be based on Secretary of the Interior standards and show comments through public meetings.

Mr. Chambers also noted that being user friendly is important and Mr. Sparlin stated that he has put into the application for the new design guidelines to be "user-friendly" and "approval matrix."

<u>Needs Identified:</u>
Mr. Sparlin noted that he is going to a grant workshop (Jefferson City) and will meet with Historic Preservation regarding the application.

Mr. Chambers stated that he had been at the same workshop last year and would be beneficial and had gotten comments for preservation, which may have been published and suggests that Mr. Sparlin look at it or ask someone about the publication.

<u>Public Opinion:</u>
Mr. Sparlin noted that updating the guidelines has been on the agenda for the past 12 months and will get supporting documentation from Commercial Club urging the Landmarks Board for the guideline updates.

Mr. Chambers said that Commercial Club is aware of due date and will get support letters done.

Mr. Chambers also brought up awnings and what our current guidelines allow but the guidelines do not elaborate on them.

Duke McDonald asked for Mr. Sparlin to get guidance from the workshop on who is responsible for signing the application.

Administrative Approval of C of A's: None

ANY OTHER MATTERS THAT FALL UNDER THE JURISDICTION OF THE BOARD

ADJOURNMENT:
There being no further business, the meeting was adjourned at approximately 6:00pm.

Michael Sparlin

Michael Sparlin
for Executive Secretary