

MINUTES OF THE LANDMARKS BOARD

DATE: November 5, 2025

TIME: 5:30pm

The meeting and public hearing of the Landmarks Board was held on the above date and time in person in the Busch Building, 2 West Conference Room.

ROLL CALL:

Landmarks Board members: John Sellars-Chair, Genevieve Henry-Vice Chair, Wanda Quintana, Nicole Falconer, and Seva Nix. Absent: John Hawkins, Bryan Lenox, Erik Kiser, and Adam Letterman. Staff members: Andrew Menke, Senior Planner, Justin Crighton, Assistant Planning Director, and Kyle Tolbert, Assistant City Attorney.

APPROVAL OF MINUTES: October 8, 2025 minutes were approved.

UNFINISHED BUSINESS:

Certificate of Appropriateness: **1159 East Walnut Street** – Andrew Menke noted that the applicant applied for another Certificate of Appropriateness for this property to remove the historic Yankee gutters and replace in kind. City staff was able to approve this application administratively (see 'Reports'). The Zoning Ordinance does not prohibit multiple Certificate of Appropriateness applications for a single property from being active at the same time. The applicant requested to postpone to the December 17, 2025 meeting to allow for more time to determine if he wants to replace the gutters in kind or with modern gutters.

Board Action:

Genevieve Henry motioned to **postpone** Certificate of Appropriateness (**1159 East Walnut Street**) to December 17, 2025. Wanda Quintana seconded the motion. The motion carried as follows - Ayes: John Sellars-Chair, Genevieve Henry-Vice Chair, Wanda Quintana, Nicole Falconer, and Seva Nix. Nays: None. Abstain: None. Absent: John Hawkins, Bryan Lenox, Erik Kiser, and Adam Letterman.

NEW BUSINESS:

Certificate of Appropriateness: **820 East Walnut Street** – Zern Vess, 1917 W. Boat St., Ozark presented a proposal to update signage on the back building and the Board was informed that the reason for the new sign was to replace an existing, deteriorating wooden sign structure, not original to the 1930s building, that posed structural issues. The new sign would not be illuminated.

The Board confirmed its purview over all exterior aspects of the historic property, including structures that have acquired significance due to age.

Board Action:

Seva Nix motioned to **Approve** Certificate of Appropriateness (**820 East Walnut Street**). Genevieve Henry seconded the motion. The motion carried as follows - Ayes: John Sellars-Chair, Genevieve Henry-Vice Chair, Wanda Quintana, Nicole Falconer, and Seva Nix. Nays: None. Abstain: None. Absent: John Hawkins, Bryan Lenox, Erik Kiser, and Adam Letterman.

COMMUNICATIONS:

Historic Preservation Plans & Policies

Andrew Menke gave out information for the National District Expansion Process: The process involves submitting a nomination form to SHPO (State Historic Preservation Office), a review and feedback cycle, a meeting with the Missouri Advisory Council on Historic Preservation (where the Landmarks Board is notified and provides recommendations), and finally, approval by the National Park Service. Expanding an existing district follows a similar process.

Commercial Club Interest in District Expansion: The Commercial Club expressed interest in expanding the local and national historic districts to the west, specifically to include properties around the intersection of Lyon and Commercial, such as the White River Brewery building and two others, including a mid-century building at 522 West Commercial. At the previous meeting, the Board discussed aligning the local and national district boundaries of Commercial Street and noted that this potential expansion could be done in tandem with that effort.

Walnut Street District Expansion Letter: A draft information letter for the local Walnut Street district expansion, prepared by a Board member, was offered to be emailed to the Board for comments before the next meeting.

Community Outreach

Social Media Strategy: The Board reviewed a list of social media topic ideas. Members generally favored all suggestions, and it was decided that the City's Assistant Director of Public Information and Civic Engagement, Melissa Hart, would draft posts and obtain information from the Board as needed at either a future Board meeting or via a sub-committee.

The Board agreed on a general strategy:

- Start with an introductory post about the Landmarks Board.
- Share newsworthy posts as they arise.
- Intermix "Throwback Thursdays" and "This Day in History" posts during lulls.
- Include information on financial incentives and grant deadlines.

REPORTS:

Administrative Approvals

- 1159 East Walnut Street: Approval for removing historic Yankee gutters and replacing in kind.
- 1027 East Walnut Street (Ebbets Field): Approval for a new six-foot wooden fence on the west property line.
- 328 East Commercial Street (Peddlers of the Bike Museum): Approval for the replacement of six windows on the second and third floors with aluminum-clad windows, which SHPO accepts as "in-kind" replacements.

Any other matters that fall under the jurisdiction of the Board: None

ADJOURNMENT:

There being no further business, the meeting was adjourned by the Chair.

A handwritten signature in black ink, appearing to read 'Andrew Menke', written over a horizontal line.

Andrew Menke, Senior Planner