



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

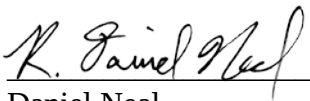
City of Springfield

INTEROFFICE MEMORANDUM

DATE: September 4, 2015

RE: Landmarks Board Meeting

Please, find attached the agenda for the Landmarks Board meeting on **September 9, 2015**. No tour is being offered.


Daniel Neal
Senior Planner

Landmarks Board

City of Springfield - Historic City Hall - Council Chambers
830 Boonville Avenue

September 9, 2015

5:30 p.m.



Laurel Bryant
Real Estate Representative
Chair

David Eslick
Historian Representative

Len Eagleburger
At-Large Representative

Gary Bishop
Walnut Street Representative
Vice-Chair

Joel Thomas
Architect Representative

Nancy Crandall
At-Large Representative
Vice-Chair

Paden Chambers
Commercial Street Representative

Kent Brown
Mid-Town Representative

Justin Stanek
At-Large Representative

- I Roll Call**
- II Minutes**
 - A. August 5, 2015**
- III Unfinished Business**
 - A. Certificate of Appropriateness**
 - B. Certified Local Government Review**
 - 1. Timmons Temple National Nomination**
 - C. Pre-Application Review**
- IV New Business**
 - A. Certificates of Appropriateness**
 - 1. 1414 N. Benton Avenue: One story addition at the back of residence**
 - B. Certified Local Government Review**
 - C. Pre-Application Review**
- V Communications**
- VI Reports**
 - A. Report on committees**
 - 1. Application**
 - 2. Demolition**
 - 3. Historic Sites and Districts**
 - a. Mid-Century Modern – Potential Historic Structures**
 - b. Ozarks Rock Structures Survey**
 - c. Walnut Street Historic District Letters and Identification Signage**
 - 4. Communications**
 - 5. Awards and Recognition**
 - a. Preservation Month Awards and Activities**
 - 6. Design Guidelines**
 - B. Administrative approval of C of A's**
 - 1. 1041 E. Walnut: Storm sashes for front door transom & side lights**
- VII Any other matters that fall under the jurisdiction of the Board**
 - A. Trail of Tears Route Markings Through the City**
 - B. City Council Luncheon Breakdown**
- VIII Adjournment**

Note: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.

MINUTES OF THE LANDMARKS BOARD

DATE: August 5, 2015

TIME: 5:30 pm

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: Laurel Bryant (Chair), Nancy Crandall (Vice-Chair), Len Eagleburger, Justin Stanek and Kent Brown; Daniel Neal, Senior Planner; Duke McDonald, Assistant City Attorney. Absent: Gary Bishop, David Eslick, Paden Chambers and Joel Thomas.

Because of the lack of a quorum, the meeting did not begin till 6:00 p.m. as a member of the Board was delayed due to a previously scheduled meeting.

ROLL CALL:

APPROVAL OF MINUTES: The minutes of July 8, 2015 were approved unanimously.

UNFINISHED BUSINESS: None.

COMMUNICATIONS: None.

REPORTS:

Historic Sites and Districts:

Ms. Bryant commented they are still working on the Mid-Century Modern and the potential nomination of a site.

Mr. Neal asked the Board if they want to send out the Commercial Street and Walnut Street information notifications which let owners know they are in an historic district. Mr. Neal commented that staff sends the notifications every couple of years.

Ms. Bryant expressed her approval of sending the notifications and asked about previous discussions on signage for Walnut Street.

Mr. Neal commented they had discussed it some time ago, adding it would be something staff would need to clear with Public Works for the right-of-way and determining funding and who would produce the signs. Mr. Neal stated they could begin discussion on that again and see where it goes.

Ms. Bryant suggested they put the issue on the agenda for further discussion.

Mr. Neal commented that they could add a comments sections for feedback from the neighborhoods.

Ms. Crandall asked for a copy of the letter.

Mr. Neal reviewed the letter with the Board to review what information was included in the letter.

Ms. Bryant disclosed that a check has been mailed to Phoenix Quarry for the signage for Timmons Temple and the Board will work on the mapping and what the sign will look like.

Administrative approval of C of A's

1. 325 South Avenue: switch the location of window and door on the Certificate.

Mr. Neal commented the applicant had a certificate approved in 2009 and the work was not done. The applicant has come back asking to do some infill and locate the upper door over the roof in the center opening in lieu of the south opening as was previously requested. Mr. Neal stated he renewed the C of A and told them they would have to do it similar to the request that was done in 2009.

The Board discussed the City Council luncheon scheduled for September 1, 2015. There was general discussion of the presentations, who would be presenting and the time allowed for each presentation.

There being no further business, the meeting was adjourned at approximately 6:25 pm.

A handwritten signature in cursive script, reading "R. Daniel Neal", is written over a horizontal line.

R. Daniel Neal
for Executive Secretary



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

HISTORIC SITE

DATE: September 2, 2015

PROPOSAL:

1. On the east side or rear of the 1996 addition, construct a new addition and deck area above it

BACKGROUND:

LOCATION: 1414 N. Benton Ave.

HISTORIC DESIGNATION: Historic Site – Stoughton/Truman House

APPLICANT: Chandler Carlson

RECOMMENDATION:

Staff recommends **approval** of this request.

FINDINGS:

1. The house at 1414 N. Benton Avenue is a contributing structure in the Mid-Town National Historic District. It is also a local historic site that was nominated by City Council on August 13, 1979.
2. The proposed porch addition will not be easily viewable from Benton Avenue which is considered the primary view.
3. The Mid-Town Design Guidelines state that the building materials and decorative elements of new additions should be compatible with the historic structure.

STAFF CONTACT:

Daniel Neal

Senior Planner

864-1036

ATTACHMENT A
BACKGROUND REPORT
1414 N. Benton Ave.

APPLICANT'S PROPOSAL:

The applicant is proposing to add a new one story addition, 25' x 18'6", to the back of the residence at 1414 N. Benton Avenue. The addition will consist of a screened-in porch with a flat roof/deck and railing (see attached certificate for more information). The proposed addition will be made to another addition that was approved by the Landmarks Board and constructed in 1996.

HISTORY:

The applicant was approved for a new one story addition, 32' x 20', in the same location on June 4, 2014. The addition consisted of a screened-in porch with a flat roof/deck and railing. The applicant did not act upon this certificate of appropriateness and it expired after 6 months.

STAFF COMMENTS:

1. The Mid-Town Design Guidelines state that new additions should be located at rear or side of the structure and out of view of the street. The proposed location of the addition is at the rear of the structure and will not be viewable from Benton Avenue, but will be viewable along Lynn Street which is considered a side yard and a secondary view. Staff believes the proposed addition will not overpower the historic structure and since it is being added to a later addition will not adversely affect the integrity of the historic site.
2. The Mid-Town Design Guidelines state that new additions should use a design contemporary in spirit but should be sympathetic to the historic structure. Staff believes that the proposed design and materials complement the historic structure while not duplicating its appearance. The historic roofline is not altered and false historic appearances are avoided. The proposed new addition could be removed in the future and the architectural integrity of the historic building would be retained.
3. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Mid-Town UCD, Zoning Ordinance and Building Code shall apply.

ATTACHMENT B
DESIGN STANDARDS & GUIDELINES
1414 N. Benton Ave.

ZONING ORDINANCE:

No specific design guidelines have been established by ordinance for historic sites. The Board has the authority to approve or disapprove the proposed application. A building permit will be issued to the applicant, even if the Board denies the application, sixty (60) days from the date of the application for the building permit.

SECRETARY OF INTERIOR'S STANDARDS:

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

MID-TOWN DESIGN GUIDELINES

NEW ADDITIONS:

The Applicant Should Consider:

1. Locating additions at rear or side of structure, out of view of the street.
2. Using a design that is sympathetic to the original structure but contemporary in spirit.
3. Using building materials and decorative treatments that are compatible with the historic structure.

4. Designing the addition so as to prevent removal of historic elements on the principal structure.

The Applicant Should Avoid:

1. Constructing additions that overpower the existing structure.
2. Constructing an addition on the principal elevation(s).
3. Constructing additions with false historic appearance.
4. Altering the existing historic roofline to accommodate an addition.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
1414 N. Benton Ave.

ARCHITECTURAL SIGNIFICANCE:

1. The structure was placed on the Springfield Historic Register on August 13, 1979, as a local historic site.
2. The structure was listed as a contributing structure in the Mid-Town National Historic District on July 13, 1989.



Application for Certificate of Appropriateness

E-PLANS INSTRUCTIONS

PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION

1. Pre-apply online at:
<https://www.springfieldmo.gov/payments/PLNPermitInfo.aspx?ptype=8005>
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only

Date Filed:

Received By:

Review:

- ☐ Administrative
☐ Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s):

Date:

_____ 8/21/15

Please type or print name(s) clearly:

JOHN MOODY

Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 1414 N. Benton Ave

APPLICANT INFORMATION:

2. Name of current property owner: Chandler Carlson

If corporation: Corporate Official: _____

Mailing Address: 1414 N. Benton Ave

Zip Code: 65802 Telephone: (417)860-2600 Fax: (417)447-6145

E-mail: _____

3. AUTHORIZED REPRESENTATIVE:

(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):

Name: Chandler Carlson

Signature: _____

Mailing Address: 1414 N. Benton Ave

Telephone: (417)860-2600 E-mail: chandler@swbell.net

Zip Code: 65802 Fax: _____

(Corporate Seal)

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)

Date of discussion: _____

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

JOHN MOODY 417-865-1478

Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|---|--|---|
| ☒ Addition (1, 2, 3, 7) | ☐ Handicapped Ramp (1, 2, 3) | ☐ Sidewalk (1, 3) |
| ☐ Awnings (2, 3, 4 or 5, 6) | ☐ New Construction (1, 2, 3, 7) | ☐ Siding (3, 4 or 5) |
| ☐ Building Relocation (1, 2, 3, 7) | ☐ Parking (1, 3) | ☐ Sign (1, 2, 3, 6) |
| ☐ Demolition (1, 2, 3, 7) | ☐ Porch (1, 2, 3) | ☐ Window (2, 3, 4 or 5, 6) |
| ☐ Door (2, 3, 4 or 5, 6) | ☐ Retaining Wall (1, 2, 3) | ☐ Archeological Site (1, 3, 8) |
| ☐ Fence (1, 2, 3, 5) | ☐ Roof-New (3, 4 or 5, 7) | |
| ☐ Guttering (2, 3, 4 or 5, 6) | ☐ Re-roof (3, 4) | |

☐ Other (specify): _____

1 – Site Plans

2 – Elevations

3 – Photographs

4 – Sample of materials to be used

5 – Product literature

6 – Drawings

7 – Exhibit C – Why proposed work should be approved

8 – State historic Preservation Officer Comments

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

One story addition 25'X18'6" at back of residence. (1414 N. Benton Ave). Screen porch with flat roof and walking deck. Deck surface to be # 1 MCQ treated yellow pine. Footing to be 16"x8" cast in place concrete with #4 steel reinforcement. Foundation to be 8" split face block to match existing house addition. Porch floor to be elevated cast in place concrete. Screen framing to be painted wood. Screen system to be white metal base and cap molding with charcoal colored screen. Screen doors to be wood. Upper deck railing to be wood post with powder coated metal railing between. Steps and walks to be cast in place concrete. Access to new screened porch from house to be through existing exterior door. Access to upper deck to be through existing exterior door.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

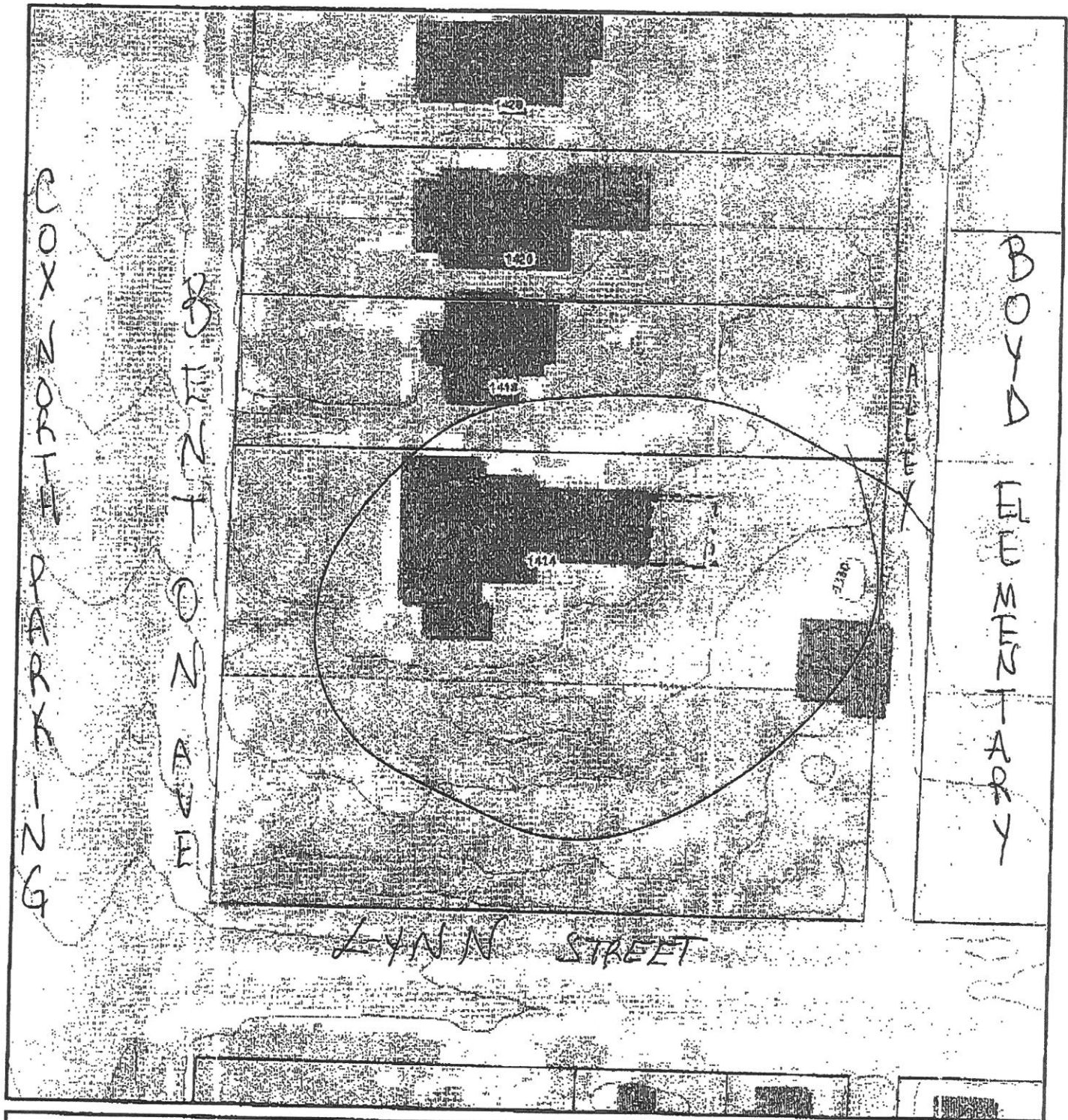
RESIDENCE: The house we've lived in for the past 25 years at 1414 N. Benton is a 2 story buttered brick American Foresquare with a 45" high cut stone foundation. The roof is hipped with dormers, there is an attached patio and a 10' deep wrap around porch. The original house excluding attic, cellar and outdoor porch area is approximately 1,280 square feet. Sometime in the 1990's we added a 565 square foot addition to the house with design approval from the Landmark board.

PROPOSED ADDITION: We would like to add a large screened -in porch to the back of our house with a flat roof/ deck. (Deck would be accessible from existing 2nd story door.) We hope to utilize this space three seasons out of four. Also during the winter months , the covered porch will bring us 20feet closer to our detached garage which will be a tremendous convenience. The porch will take up space on the far North side of our property which is heavily shaded and underutilized. It will also serve to block our view of air conditioning condensers , utility boxes and a number of wires running vertically on the North side of the house.

CONFORMANCE AND APPROPRIATENESS : The original structure of the house will not be involved in any way in this project; the screened porch instead will attach to the one previous addition. However, we plan to have the porch complement the house in its entirety. We will have a 45" cut stone foundation (no lattice), and the material used for the porch and the railing around the flat roof will be wood (no fiberglass or plastic). The wood will be painted white as is the trim in the front of the house. The new screened - porch door will line up with both the existing back door and with the existing sidewalk leading to the alley. The steps will be cast concrete.

HOW THIS WOULD IMPACT OUR SURROUNDING NEIGHBORS: Our house is situated in Midtown on the NE corner of Benton and Lynn. Immediately in back of us is a gravel alley and a fenced playground belonging to Boyd Elementary School. Boyd Elementary is a 3 story building. When we purchased this house approximately 25 years ago, it included an empty lot to the South of us which runs along Lynn Street; this is our side yard. We now have a number of mature trees and landscaping in this area which tends to block or buffer a direct view from the street. In the front, across Benton Avenue, is a large parking lot belonging to Cox North and, of course, the Cox North complex. North of us is a 2 story house which we own. It has a detached garage which shields the back porch of that house from our view. (The house beyond that has been empty and neglected for the past ten years which is why we are hesitant to try to sell the house next door.) We would leave 8 1/2 feet from our addition to the North property line and approximately 50 yards to the East or back property line.

Chandler Carlson 1414 N. Benton (417) 860-2600



DISCLAIMER: All information included on this map or digital file is provided "as-is" for general information purposes only. The City of Springfield, and all other contributing data suppliers, make no warranty, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of the data for any particular use. Furthermore, the City of Springfield, and all other contributing data suppliers, assume no liability whatsoever associated with the use or misuse of the data.

City of Springfield, Missouri

My Title

Chandler Carlson
860-2600



1414 N. Benton

Printed: Apr 24, 2014

with steps to exist in such
~~and other ways~~

11/27/77

LYNN ST.
1414 N. Benton Chandler Carlson 80740

22/5/21

1428

1420

（附註）

11/11/11

1414 N. Benton

ADDITION

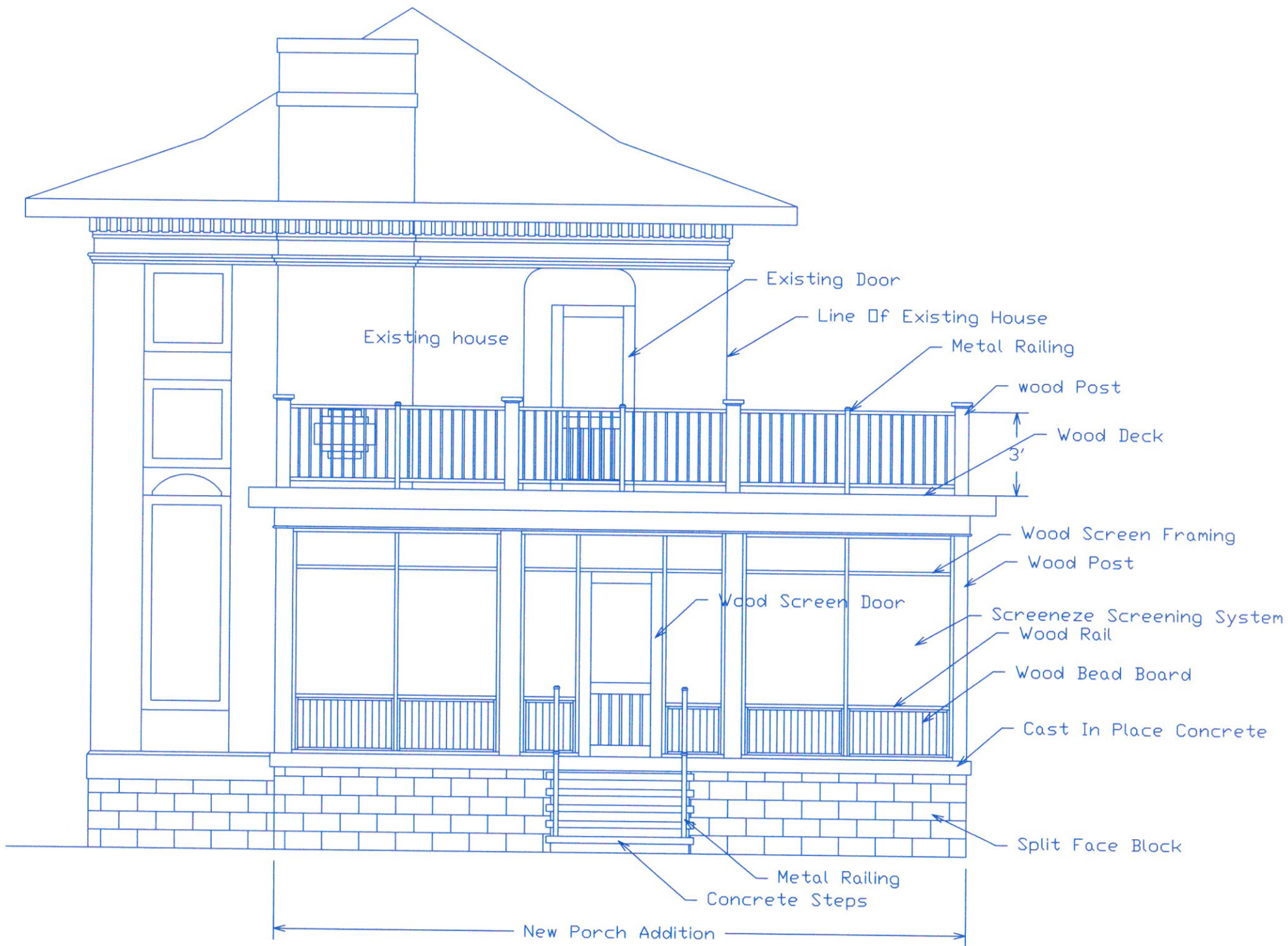
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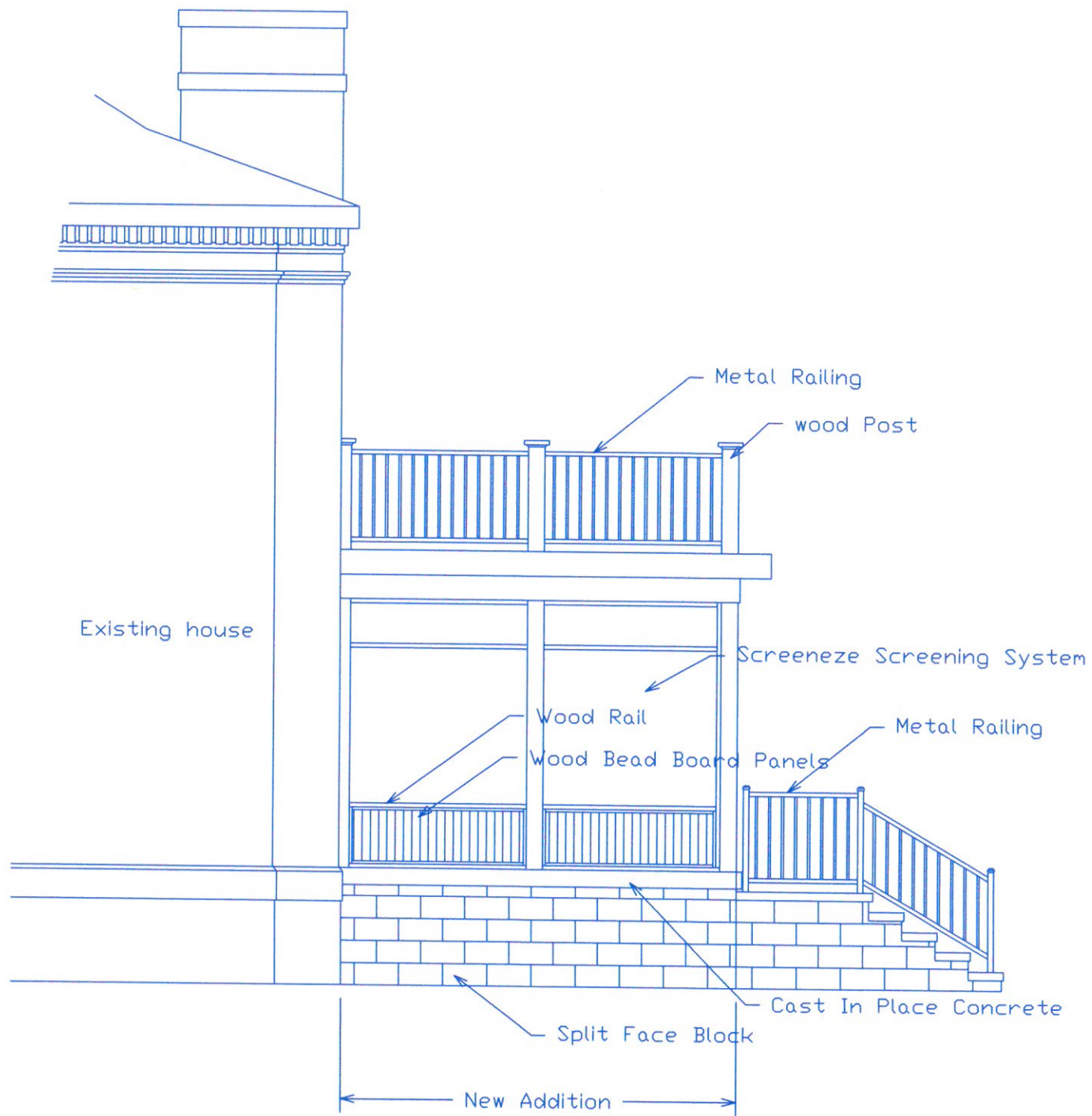
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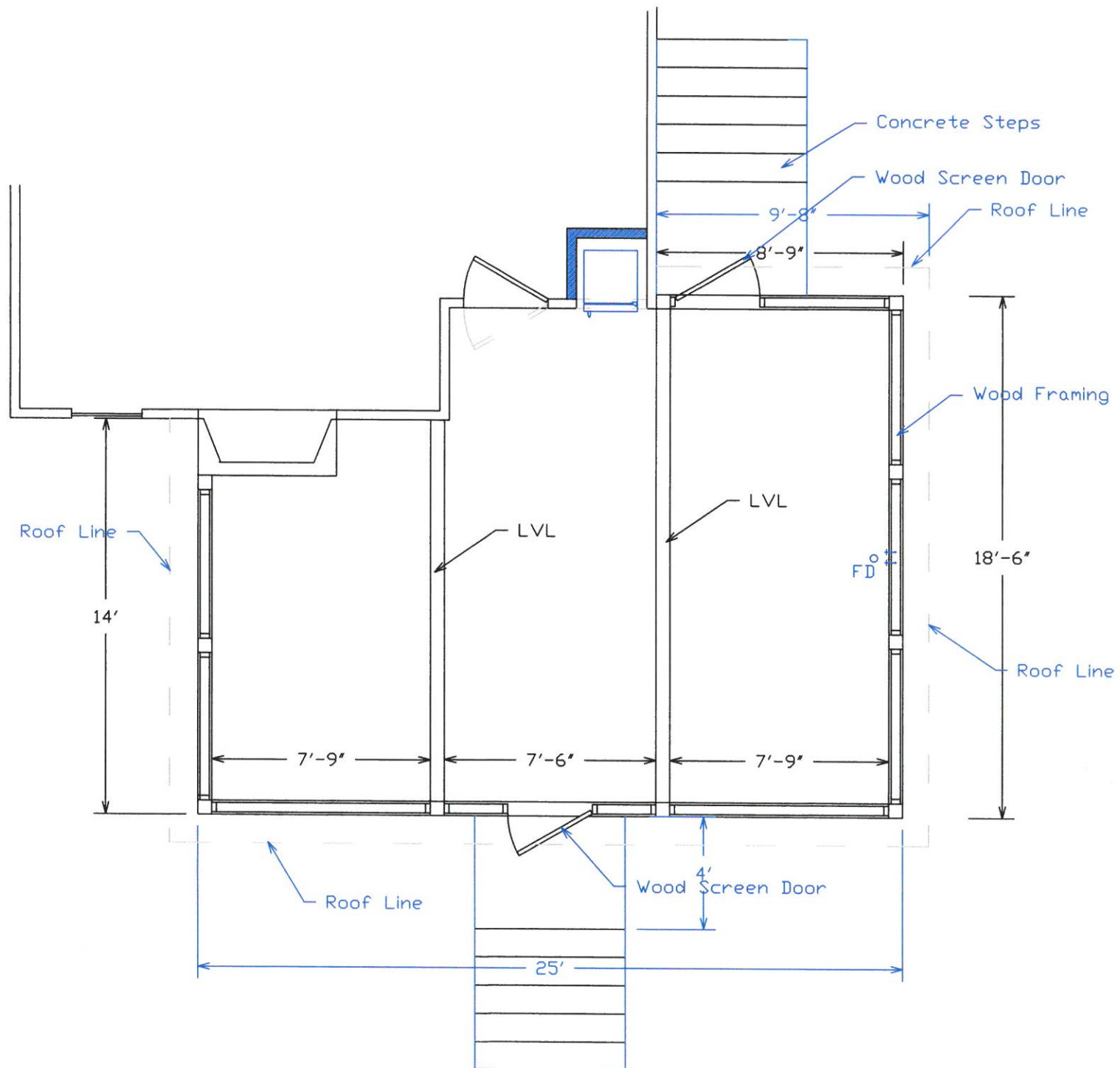
(+5) to lot line



EAST ELEVATION



SOUTH ELEVATION



FLOOR PLAN





LYNN STREET

YARD

20'

EXISTING
STRUCTURE

BACK DOOR

FRONT

64' x 40'

12'

8 1/2'

PROPERTY LINE

EXISTING
ONE CAR
GARAGE

APPROX.
50 yards

PROPERTY LINE

ALLEY

3 story

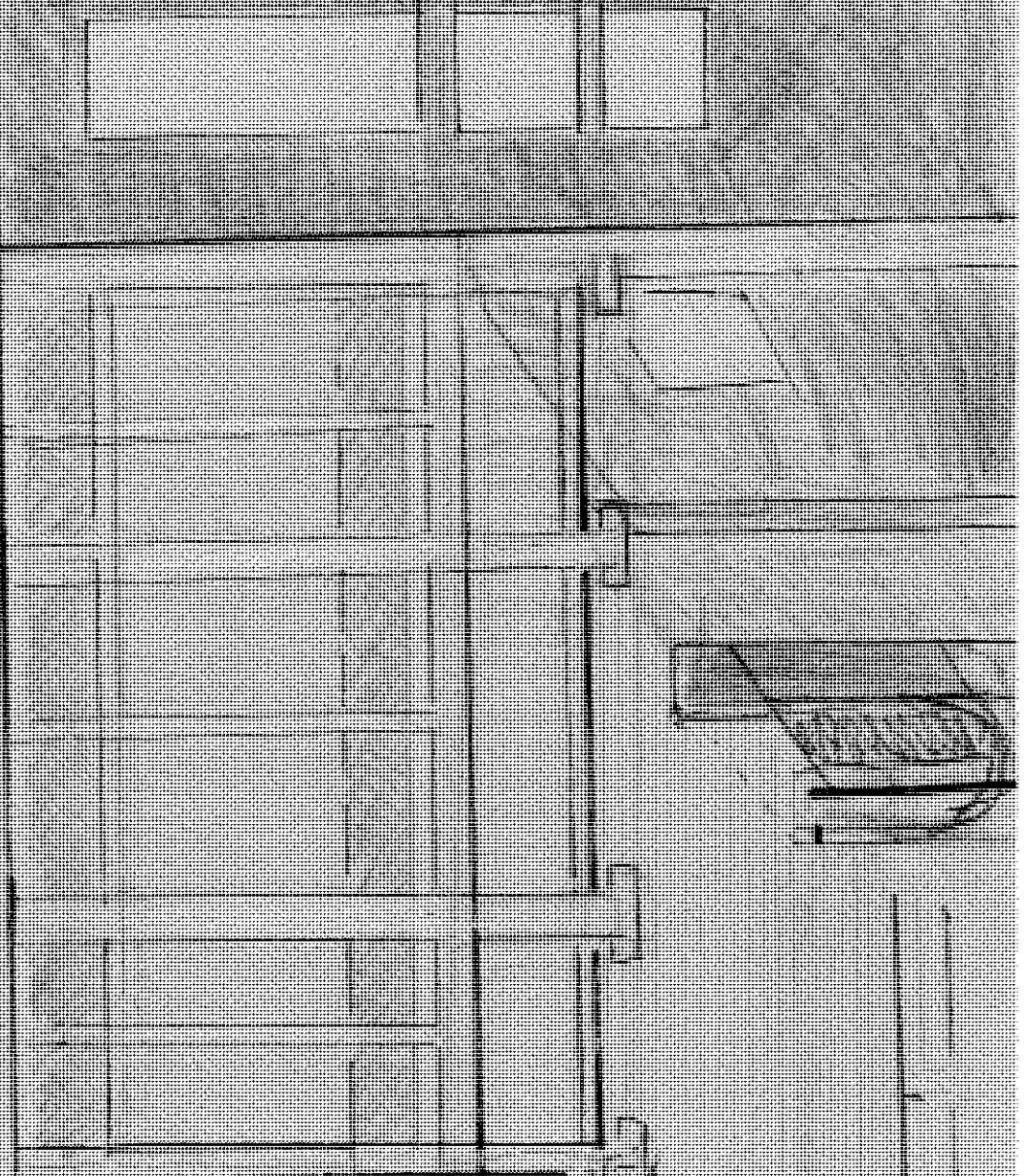
BOX D

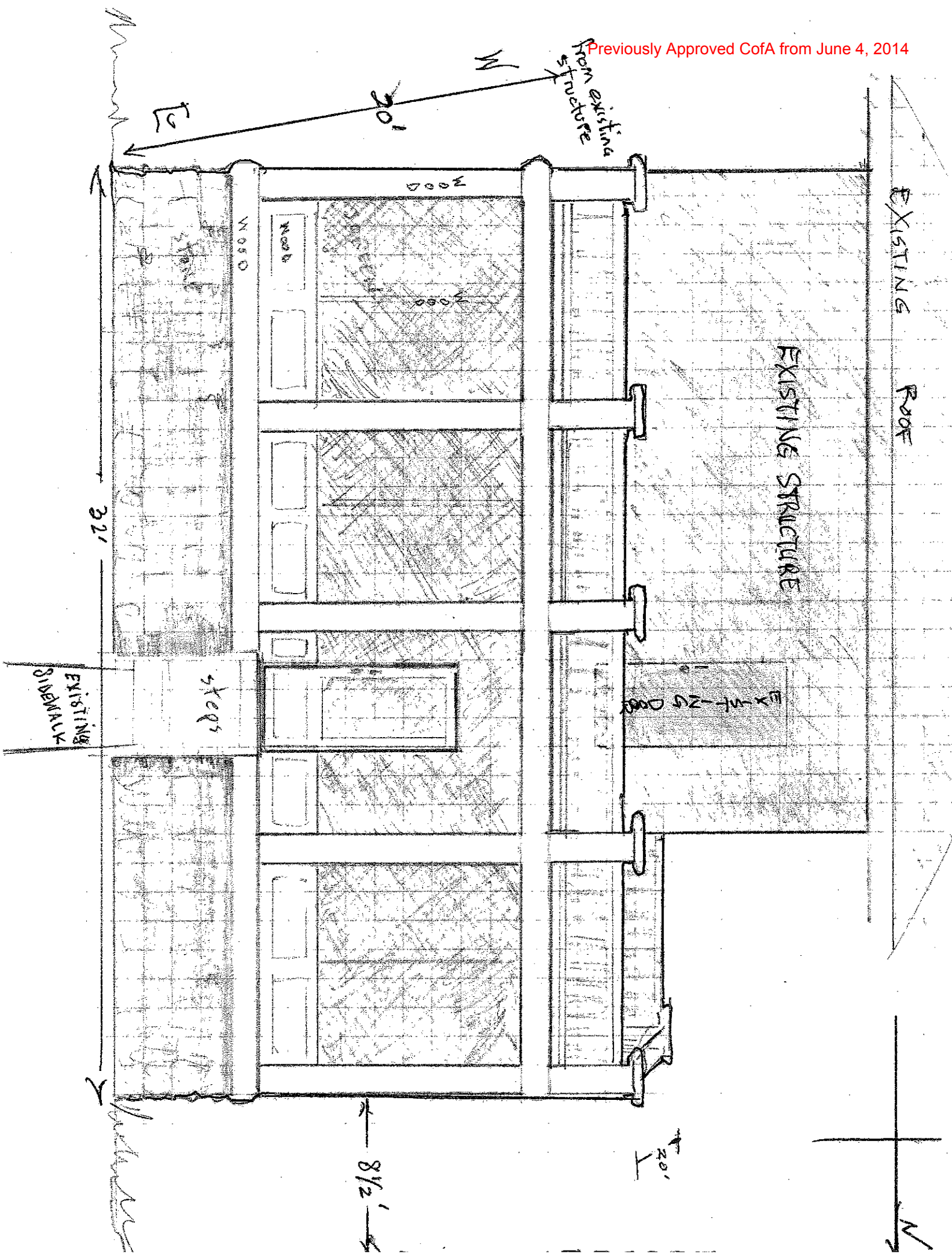
ELIZABETH ST

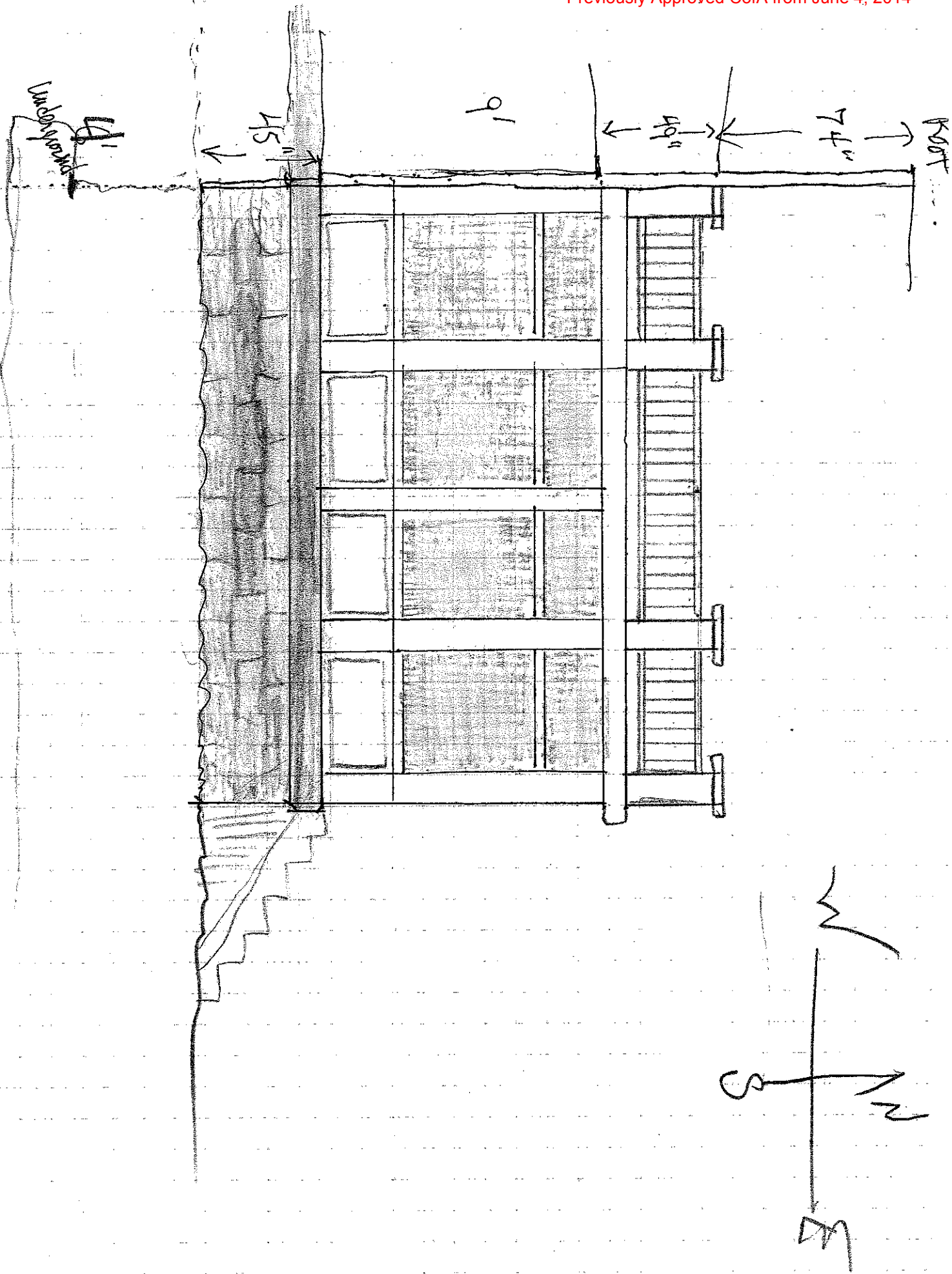
1. Highway 104
separated from

Highway 104

N







**ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS
NOTICE OF DECISION**

Address: **1041 E. Walnut Street**

On September 2, 2015, the Landmarks Board staff found the following to be a matter of fact:

That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

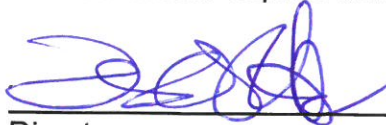
That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance and Building Code.

Based on this finding of fact, Landmarks Board staff approved the following work item(s):

1. Install wood storm sashes to front door surround (transom and side lights). See attached photo for more details.

Approval of these work items does not constitute approval of plans for building code purposes or for rehabilitation tax credits nor does it certify that the zoning is appropriate for the proposed uses.

This certificate expires after six months.



FD

Director
Planning and Development

9-2-15

Date



Application for Certificate of Appropriateness

****E-PLANS INSTRUCTIONS****

****PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION****

1. Pre-apply and, if needed, pay your processing fees online at this [LINK](#)
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only

Date Filed:

Received By:

Review:

☐ Administrative

☐ Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s):

Barbara Brown-Johnson

Date:

Aug 26, 2015

Please type or print name(s) clearly:

Barbara Brown-Johnson

Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 1041 E. Walnut St. (65806)

APPLICANT INFORMATION:

2. Name of current property owner: The Child Advocacy Center, Inc.

If corporation: Corporate Official: _____

Mailing Address: 1033 E. Walnut St.

Zip Code: 65806 Telephone: 417.831-2327 Fax: 417.831.5122

E-mail: judy @ childadvocacycenter.org

3. AUTHORIZED REPRESENTATIVE:

(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):

Name: Barbara Brown-Johnson

Signature: Barbara Brown-Johnson

Mailing Address: 1033 E. Walnut St. Zip Code: 65806

Fax: 417.831.5122

Telephone: 417.831.2327 E-mail: barbara @ childadvocacycenter.org

(Corporate Seal)

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)

Date of discussion: August 25, 2015 - Jeff Volkmer

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and must be attached. See Instructions, page 5. Maximum size for drawings: 11 x 17 inches. NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|---|--|---|
| ☐ Addition (1, 2, 3, 7) | ☐ Handicapped Ramp (1, 2, 3) | ☐ Sidewalk (1, 3) |
| ☐ Awnings (2, 3, 4 or 5, 6) | ☐ New Construction (1, 2, 3, 7) | ☐ Siding (3, 4 or 5) |
| ☐ Building Relocation (1, 2, 3, 7) | ☐ Parking (1, 3) | ☐ Sign (1, 2, 3, 6) |
| ☐ Demolition (1, 2, 3, 7) | ☐ Porch (1, 2, 3) | ☐ Window (2, 3, 4 or 5, 6) |
| ☐ Door (2, 3, 4 or 5, 6) | ☐ Retaining Wall (1, 2, 3) | ☐ Archeological Site (1, 3, 8) |
| ☐ Fence (1, 2, 3, 5) | ☐ Roof-New (3, 4 or 5, 7) | |
| ☐ Guttering (2, 3, 4 or 5, 6) | ☐ Re-roof (3, 4) | |

☒ Other (specify): Install wood storm sashes to front door surround

1 – Site Plans

2 – Elevations

☒ 3 – Photographs

☒ 4 – Sample of materials to be used

5 – Product literature

6 – Drawings

7 – Exhibit C – Why proposed work should be approved

8 – State historic Preservation Officer Comments

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

The proposed work is to improve energy efficiency, while preserving historic components of the front door, by installing wood, clear view storm sashes on the side lights and transom surrounding the door.

NOTE: An application is considered incomplete until all supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

The front door to the 1041 E. Walnut St. property has distinctive design of side lights and overhead transom. To preserve and protect these components, as well as add energy efficiency, storm sashes made of wood frames and clear glass would allow the visual display of the original grilled panes.

Product Materials:

Line #19	Mark Unit: SOUTH ENTRY STORM PANEL		USD
Qty: 2			
MARVIN Windows and Doors Built around you. FS 20" X 86 7/16" RO 21" X 86 15/16"	Configured Part: Storm Sash for: Wood Ultimate Double Hung Picture 1 5/8" Sash Outside Measurement 18 1/2" X 84 3/4" Rough Opening w/ Subsill 21" X 86 15/16" Storm Sash Primed Pine Storm Sash Finish		

Exhibit C: Photograph of Front Door with Transom and Side Lights



INSTRUCTIONS FOR FILLING AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Explanation of the Process

A Certificate of Appropriateness ensures that proposed work on the exterior of certain historic-designated properties conforms to the requirements established by that historic designation. A building permit cannot be issued for the proposed work until a Certificate of Appropriateness has been approved. Prior to submitting an application, you should discuss your project with Building Development Services to ensure you are not proposing something that violates the International Building Code. Even though you might receive a Certificate of Appropriateness from the Zoning & Subdivision Services staff or the Landmarks Board, the project must also comply with the International Building Code to receive a building permit.

For staff or the Landmarks Board to approve a Certificate of Appropriateness the following must be considered:

- A. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation;
- B. That the proposed work will be done in conformance with any design guidelines or standards that the Landmarks Board has established and adopted;
- C. For new construction, whether the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings;
- D. For demolitions:
 - the impact the proposed removal would have on the integrity and continuity of the Historic Landmark or Historic District of which it is part; and
 - the nature of the structure as a representative type; and
 - the condition of the structure from the standpoint of structural integrity and the extent of work necessary to stabilize the structure; and
 - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner; and
 - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- A. For archeological sites, the effect of the proposed project on the site and what actions are being undertaken to record and/or preserve the site.

Completion of the Application

The application must be completed in full and signed by the property owner (unless a power of attorney is provided to staff) for the application to be considered complete. Exhibits A, B and C (if applicable) will be included with the staff analysis that will be sent to the Landmarks Board if the request cannot be approved administratively.

Exhibit A

This exhibit provides basic information about the property and the applicant. If the applicant designates a representative and does not intend to attend the Landmarks Board meeting, it is important that the representative be able to commit to changes that may be suggested by the Board, otherwise the application may have to be table pending the applicant's response.

Exhibit B

It is important that Exhibit B be thoroughly completed because it provides essential background information that is used in staff's analysis of the request and the Landmarks Board's basis for approval. The process will proceed much quicker if staff and the Landmarks Board have a clear understanding of the proposed work. If you think additional information may be helpful in approving a certificate, you may include that information. If staff or the Landmarks Board determine additional information is necessary, they will request it. This may result in a two week delay if the Landmarks Board must table the request to receive the additional information.

In order for Exhibit B to be considered complete, the supporting information listed after each work item must also be included with the application. If the specific work is not listed, staff can assist in determining what supplemental data needs to be provided with the application. All supplemental documents must be submitted on a page size no greater than 11 inches by 17 inches.

Site Plans: A site plan is an outline or bird's eye view of a lot showing all structures, including fences and patios. It shows property lines, adjoining streets and alleys, building dimensions, locations of driveways and parking areas, the number of feet structures are set back from property lines, a north arrow, and the scale of the drawing if it is done to scale. Where site plans are required, submit one for the existing condition and one for the proposed condition. For minor work, such as a new sidewalk, only one site plan showing both the existing and new conditions is sufficient. If the proposed work is attached to an existing building rather than freestanding (i.e., a new sign on the front of a building that fronts directly on the street), a site plan may not be necessary. An aerial photograph can be substituted for a drawn site plan provided there is a scale and it is adequately labeled.

Elevations: An elevation is a drawing showing the view of a single side of a building, giving the location of all doors, windows, awnings, sign channel, roof pitch, etc. and the scale of the drawing if it is drawn to scale. Show all sides affected by the proposed work. Where elevations are required, submit one for the existing condition and one for the proposed condition. Photographs may be substituted for elevation drawings provided all details can be seen (not obscured by plantings or other structures).

Photographs: Photographs showing the existing condition of the area of proposed work are required for all applications. For example, if awnings are proposed for installation over windows and doors, photographs must be submitted for each side of the structure where awnings will be installed. The photographs should generally be in color and can be from a film or digital camera printed at a suitable size to distinguish relevant details. For most applications, digitally manipulated photographs can also be submitted instead of elevation drawings to show how the proposed work will look when completed.

Sample of materials to be used: It is often helpful for the staff and Board to see an actual sample of the materials proposed to be used, i.e., shingles, siding, bricks. If a sample cannot be obtained, literature describing the product can usually be substituted.

Product literature: Product literature comes from the manufacturer and usually can be obtained from the distributor or your contractor. It provides a description of the materials proposed to be used and helps in determining the suitability of that material for the proposed application. A sample of the material to be used can usually be substituted for product literature.

Drawings: A drawing is an illustration of the proposed work, such as a sign or a window detail.

State Historic Preservation Officer Comments: For archeological sites, you must submit comments and recommendations of the State Historic Preservation Officer concerning the effect of the proposed project on the site and what action(s) should be undertaken to record and/or preserve the site.

Try to describe the proposed work as simply as possible, but be sure to describe all the work to be done. When replacing a material be sure to identify the existing and proposed material, for example, when re-roofing specify composition, wood, slate, tile, asphalt or steel.

Exhibit C

Exhibit C is the applicant's primary opportunity to demonstrate why the Certificate of Appropriateness, for major alterations to historic structure or site, should be approved by the Landmarks Board. While Exhibit C may be included with any application, it is only required for the work indicated under Item 1, Exhibit B.

Suggested items of discussion for Why the Proposed Work Should Be Approved (Exhibit B) include.

- A. Explain how the proposed project conforms with the Secretary of Interior's Standards for Rehabilitation, including the following:
- Whether the property will be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
 - How the historic character of a property will be retained and preserved. (The removal of historic materials or alteration of features and spaces that characterize a property is discouraged.)
 - How the property will be maintained as a physical record of its time, place, and use. (Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, are discouraged.)
 - How changes that have occurred over time and acquired historic significance in their own right will be retained and preserved.
 - How distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 - Plans to repair rather than replace deteriorated historic features. (Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features should be substantiated by documentary, physical, or pictorial evidence.)
 - How the surface cleaning of structures, if appropriate, shall be undertaken. (The gentlest means possible should be used. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used.)
 - How significant archaeological resources affected by a project will be protected and preserved. What mitigation measures shall be undertaken if such resources must be disturbed.
 - How new additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. (The new work should be differentiated from the old but be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.)
 - How new additions and adjacent or related new construction will be undertaken so that if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired.
- B. Explain how the project conforms to local design guidelines or standards adopted by the Landmarks Board. Local design guidelines generally take precedence over the Secretary of Interior's Standards for Rehabilitation. Local design guidelines have been adopted for the Commercial Street and Walnut Street Districts and the Mid-Town Neighborhood (historic sites only), and copies are available from the Zoning & Subdivision Services office.

- C. For new construction, discuss the extent to which the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings. It is not the intent to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility is evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the overall setting.
- D. For demolitions, discuss.
- The impact the proposed removal will have on the integrity and continuity of the Historic Landmark or Historic District of which it is part.
 - The nature of the resource as a representative type or style of architecture, socio-economic development, historical association or other element of the original designation criteria applicable to such structure or site.
 - The condition of the resource from the standpoint of structural integrity and the extent of work necessary to stabilize the structure.
 - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner.
 - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- E. For archeological resources, discuss the effect of the proposed project on the site and what action(s) will be undertaken to record and/or preserve the site.

Deadlines for filing an Application

The Zoning & Subdivision Services office accepts applications daily. If the application can be approved administratively, processing of the application will begin immediately. The Landmarks Board holds regularly scheduled meetings each month (contact the Zoning & Subdivision Services office for a current processing schedule). This application must be in the Zoning & Subdivision Services office no later than the application deadline date listed on the processing schedule (Generally 15 days prior to the meeting where the application will be considered). This application must be complete, or it will be returned to the applicant and will not be placed on the agenda.



National Historic Trail of Tears meeting with City of Springfield Staff

September 4, 2015 – 10:00 A.M.

Introductions

Significance of Trail – National Historic Trail of Tears brochures from National Park Service, Department of Interior – NPS signs and Greene County Historic Sites signs have been installed across rural Greene County; 2 miles of actual trail FR 112 and 116; Ozark Greenways has 2 mile actual trail open Walnut Lawn to Marcella.

Dr. Neal Lopinot –discuss locations where the National Historic Trail of Tears crossed diagonally southwest through the present City of Springfield. The Missouri Archaeological Society's Poster for Missouri Archaeological Month (September) 2015 is *The Trail of Tears in Missouri.*

Terry Whaley – discuss National Historic Trail of Tears locations and NPS signage by Ozark Greenways and proximity of this trail to existing bike/walking trails through the city; discuss Ozark Greenways NPS sign plan used to obtain NPS signs

Possible interpretive signage locations at Cooper Sports Complex, Lowell Fay property at Chestnut Expressway and Barnes (6 acres), Phelps Grove Park and Nathaniel Greene Park

Request for Sign Plan can be submitted to National Park Service for locations across the City of Springfield – no charge for this and sign plan can be accepted or not – the hardware and posts can be provided by the City which reduces the sign cost

Discussion and Questions

Jackie Warfel, Chairman, Greene County Historic Sites Board; Neal Lopinot, Vice Chairman; members Linda Bridges, Jessica Evans, Mike Gray, Wayne Groner, Mary Dillard Ley, Marie Sellers, Mark Thomson; Pam Tynes; ad-hoc Marilyn Elsass , David Eslick, Dave Manary, Joan Hampton-Porter, Robert Neumann.

Other National Historic Trail of Tears facts for the Southwest Missouri area:

Greene County Historic Sites signs are at each section road crossing in rural Greene County and NPS signs are at Strafford Sports Complex; Ozark Greenways Trail of Tears Walnut Lawn to Village Terrace with interpretive kiosks--Walnut Lawn to Golden- Christine Shilling NPS Logo mosaic at Golden – NPS signs to Marcella—interpretive kiosks to Village Terrace; Weaver Road Crossing; Cherokee Trail of Tears Park in Battlefield with interpretive kiosks. Steve Bodenhamer, Rick Hess and Ryan Zweerink also assisted with this project.

City of Strafford and **City of Battlefield** have NPS brochures available in their City Hall lobbies; both have Department of Interior's 20 minute DVD *The Trail of Tears*. Jack and Phyllis Shyrock (417-865-1834), faith keepers of the Eastern Band of the Cherokees, are giving elementary school and library programs with this DVD. The **Greene County Commission**, **Ozark Greenways** and **Wilson's Creek National Battlefield** have a copy of this DVD.

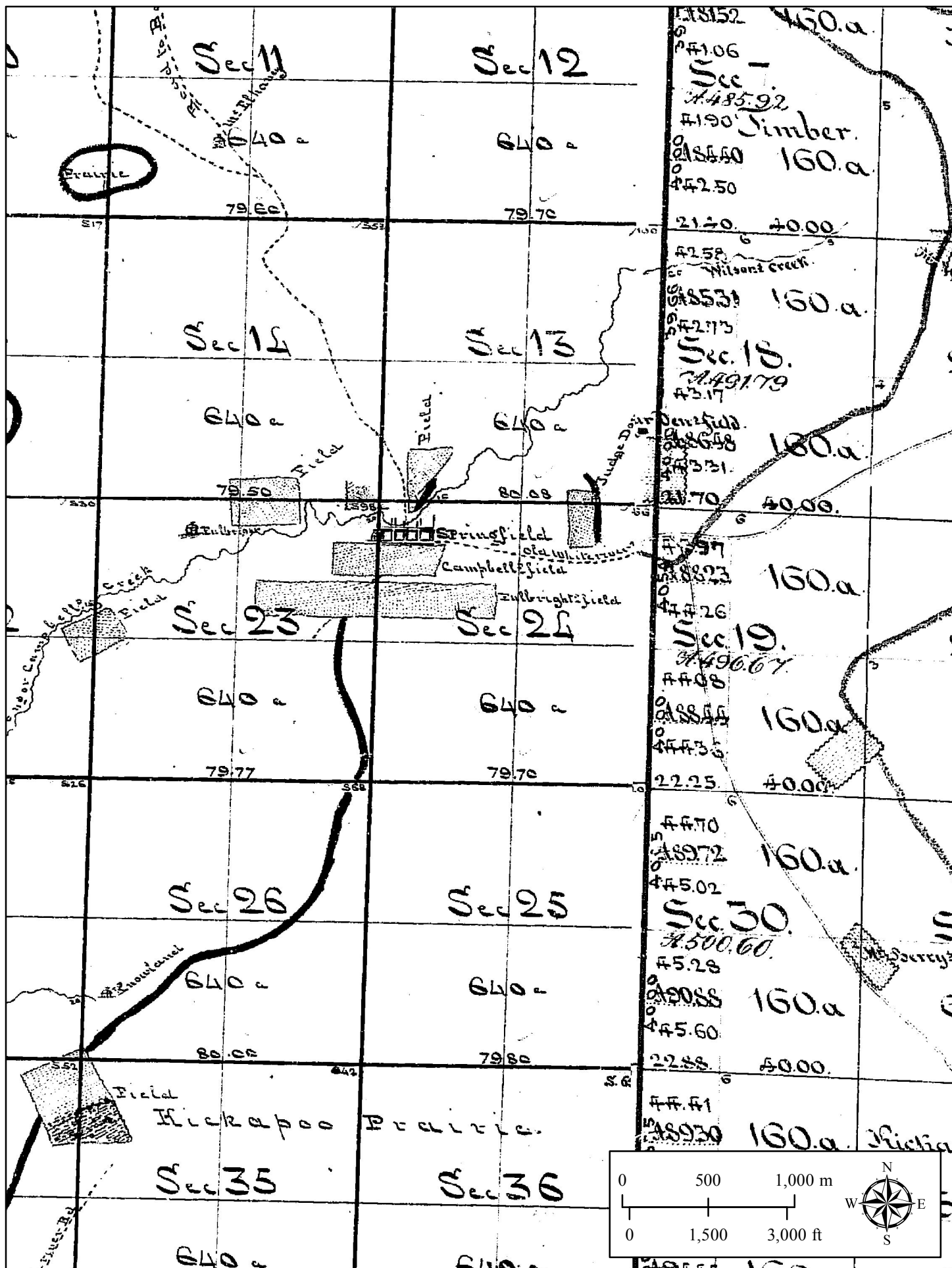
City of Battlefield has large semi-permanent exhibit by Cherokee Master Artist Talmadge Davis in their lobby January to mid-October (exhibit moves to **Barry County Museum in Cassville** mid-October through December—this museum has a permanent Trail of Tears display where NPS brochures are available including brochures from Georgia and Tennessee TOTA); Cherokee Trail of Tears Park featured on their new City Sign; National Historic Trail of Tears Driving route with map from City of Battlefield to Pea Ridge National Military Park available in their lobby; City of Battlefield hosts a Cherokee Trail of Tears/Veterans weekend in May of each year.

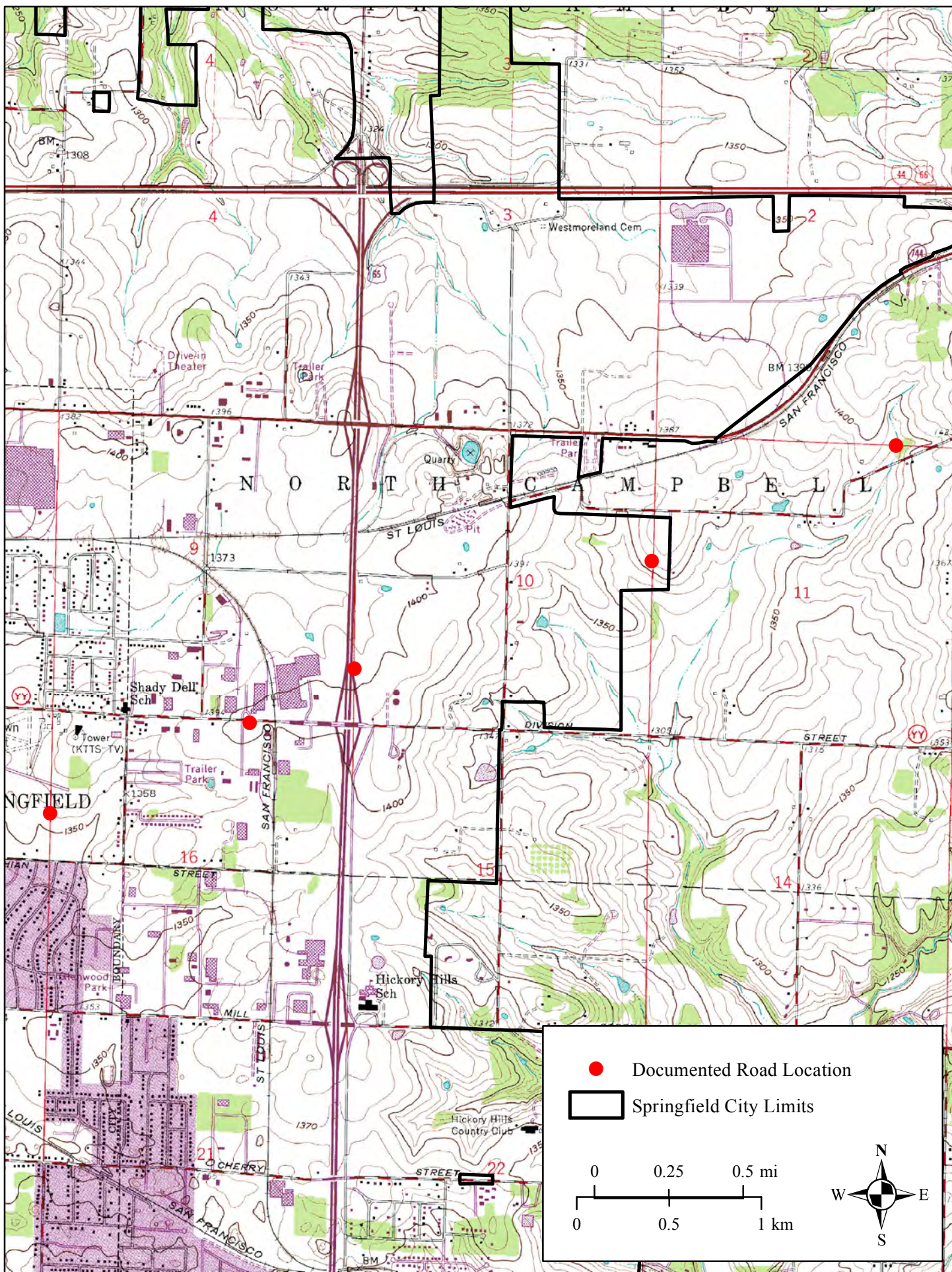
One of the most requested side trips for Historic Route 66 from European visitors is for the National Historic Trail of Tears; there is a large NPS National Historic Trail sign on this road east of Strafford where the trail entered Greene County. Ted Hilmer, Superintendent of Wilson's Creek National Military Park advised they have people inquiring almost daily about a Trail of Tears map.

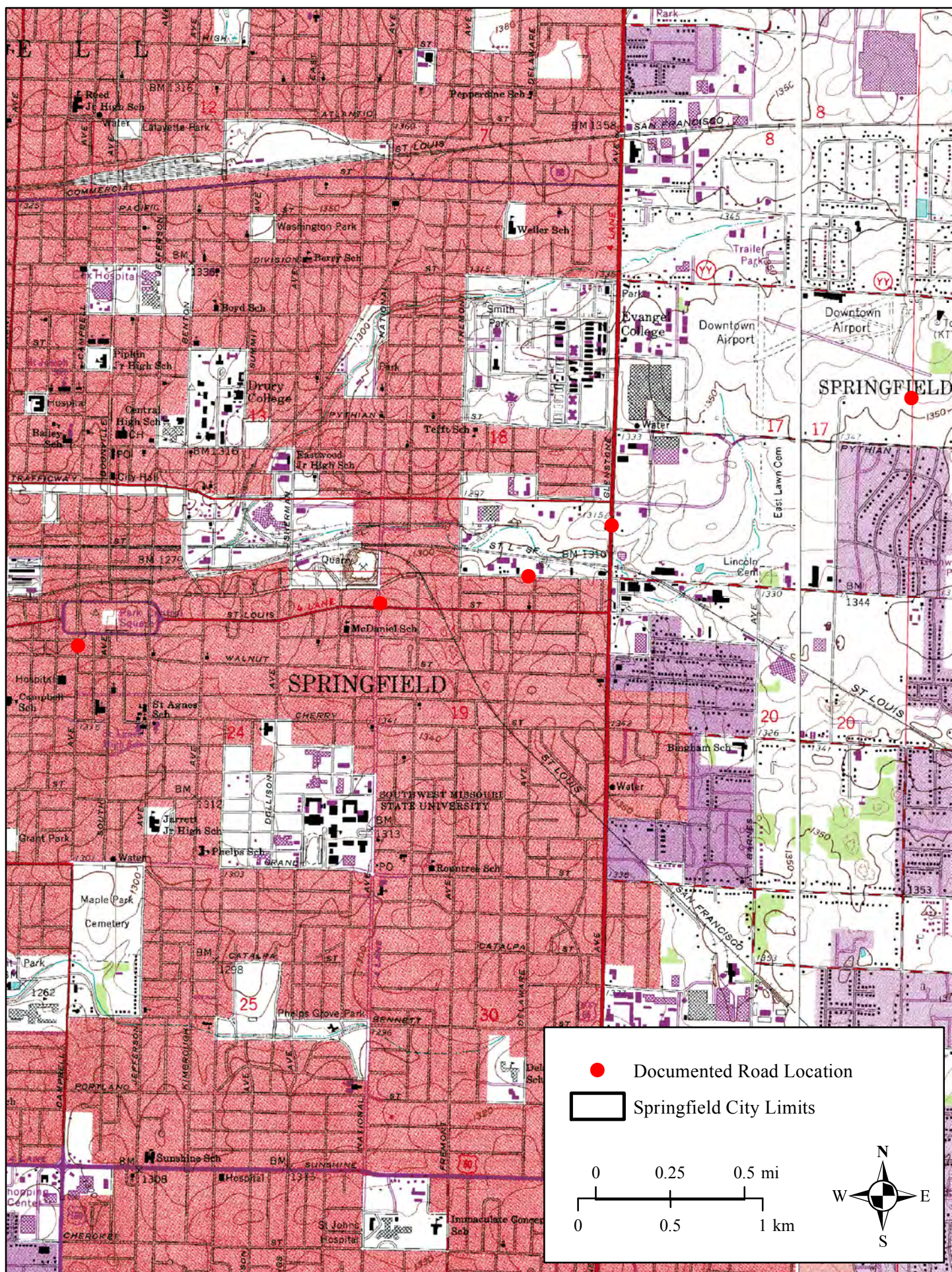
National Historic Trail of Tears signs are installed across **Stone County**—this was accomplished by the Stone County Historical Society under the direction of former Northern Commissioner James Huy.

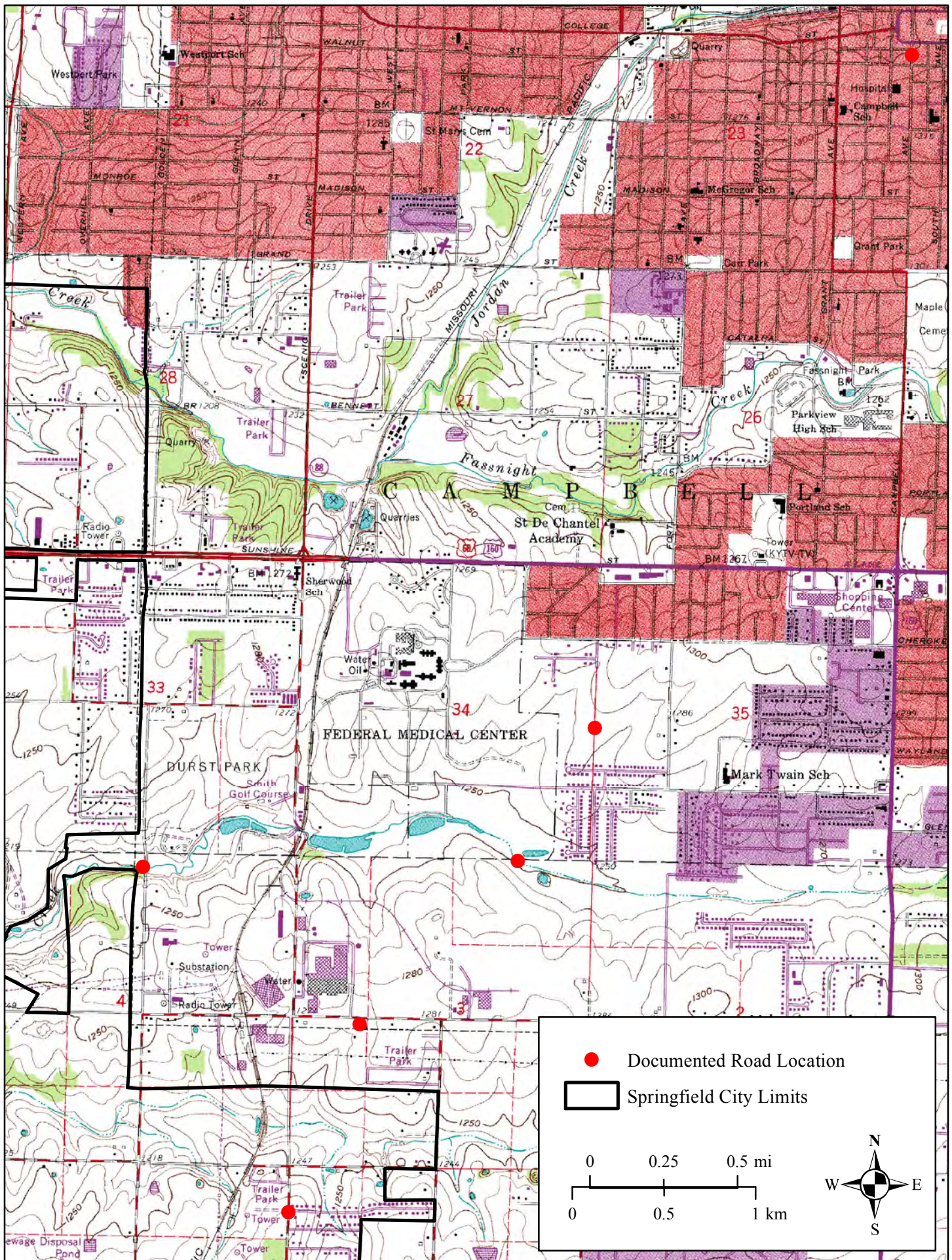
The **Barry County Historical Society** under direction of Ted Roller currently working on funding for a sign plan for NPS signs across their county. David Rauch currently working on funding for a sign plan to install NPS National Trail of Tears signs across **Christian County**.

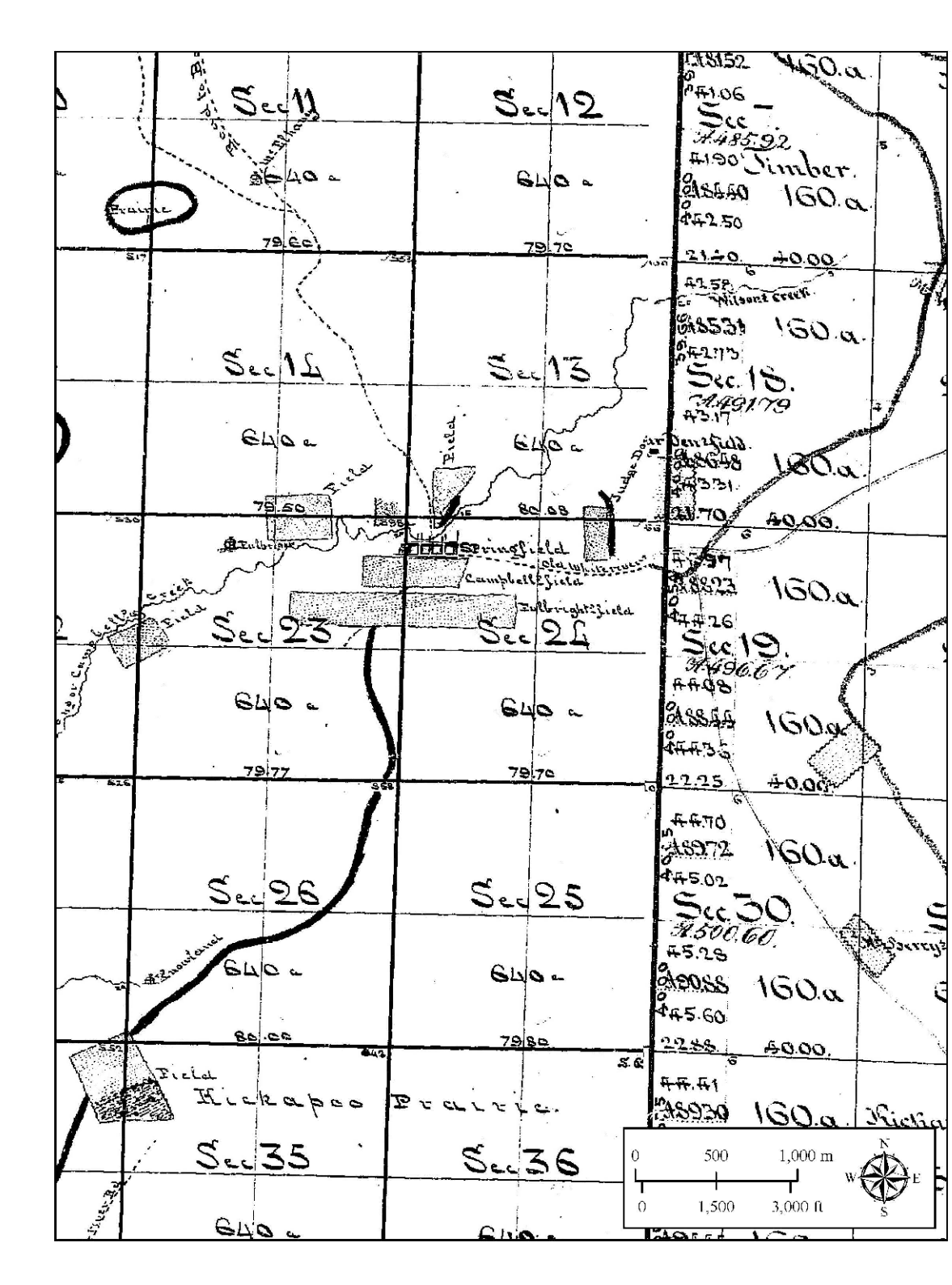
Missouri has more than 600 miles of the National Historic Trail of Tears; three routes—the Northern, Bengé and Hilderbrand Routes—came through Missouri. Deloris Gray Wood is currently the chairman of the Missouri Trail of Tears Association and a board member of the National Trail of Tears Association.









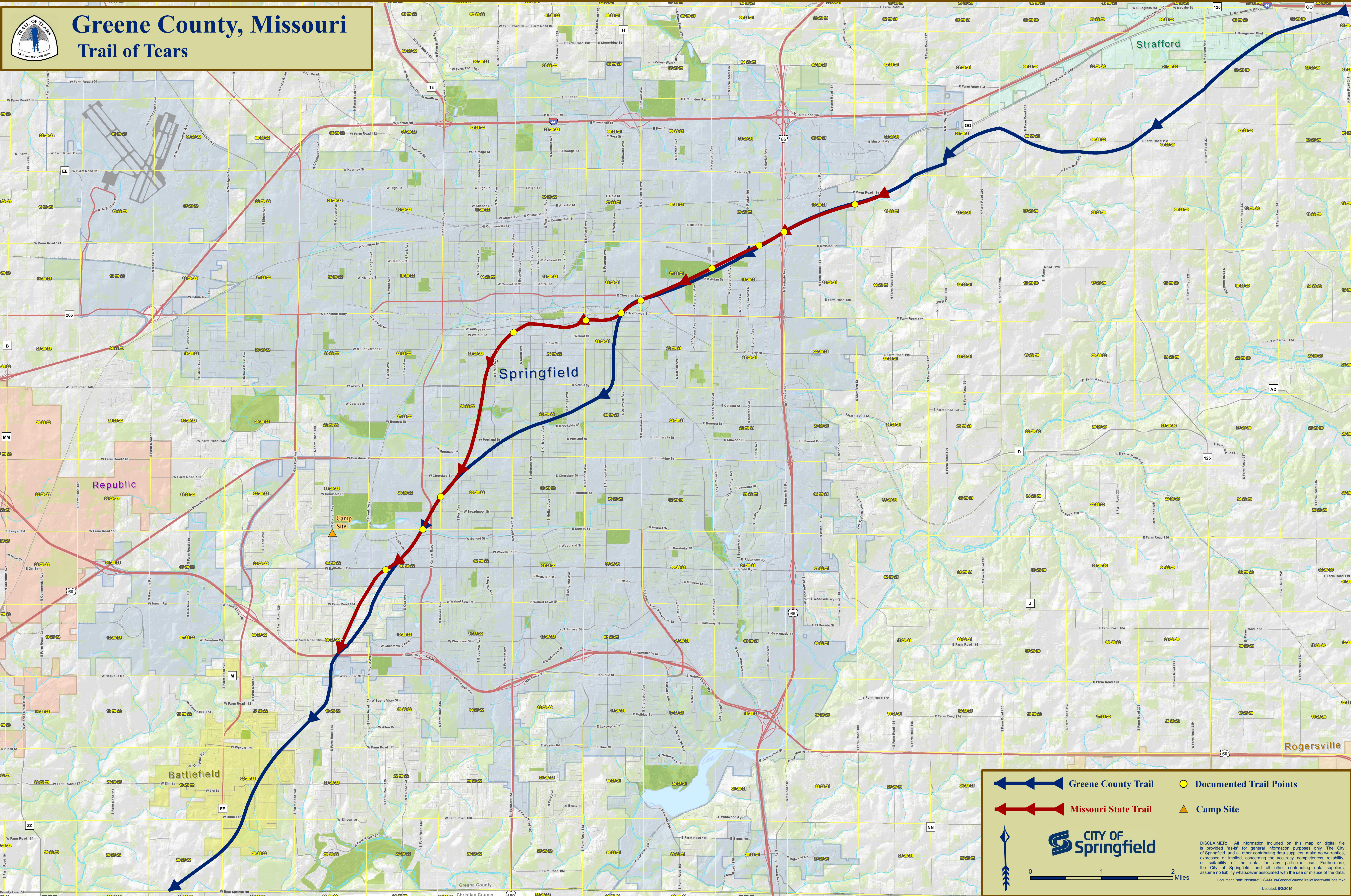


North Between Sections 23
Chains 24 Township 29 North
Range 22 West of the
5th Principal Meridian
4000 Sec a quarter section
corner Post from which
is 1 Black Oak 14 inches
Diameter bears N 130 W
308 Links & a Black Oak
12 inches Diameter bears
S 67 W Links distant
Road level Soil Rich 1st
Quality fit for cultivation
undergrowth Hazel a few
scattering black Oak
along the last half mile
N 67 W Entered Mr. Fairbrights
Field of about 100 acres
N 67 W Left Field the line
runs nearly through
the middle of the field
S 700 Road bearing N 67 W
a continuation of the old
White River road

chains which leads on the S W
to Main White River
Arkansas Territory &
to St. Louis Mo. on the N E
N 1/2 Entered Joe P. Campbell's
field of about 60 acres
mostly on the east of the line
N 600 Left Field
N 67 W Sec 10 a & 11 sec a
Double log cabin one
story high, being the
Western limit of the
Village of Springfield
N 1/2 W Entered Mrs. or by
some called Campbell's
Creek, 20 Links wide
Runs Near gravel bottom
gentle current
N 500 Entered Field about
50 acres
N 600 Sec a Post from to
Sections 13 & 14 23 &
24 Township 29

403
North along the East boundary of
chain section 24 Township 29 North
Range 22 west of the 5th P.M.
4000 Raised a mound in which set
a post for quarter section corner
Prairie level soil 1st quality
fit for cultivation high & dry
6500 Left Prairie & Entered Limber
7260 Old White River road bearing
N 8 & S 11
N 1/2 W Entered Mrs. or by
some called Campbell's
Creek, 20 Links wide
Runs Near gravel bottom
gentle current
N 500 Entered Field about
50 acres
N 600 Sec a Post from to
Sections 13 & 14 23 &
24 Township 29

404
from which a Burr oak
3 inches Diameter bears
N 28 W 28 Links & a
black oak 28 inches
Diameter bears S 16 W
69 Links distant
1st 25 chains Prairie
level soil 1st quality fit
for cultivation high & dry
last 15 chains 1st Rate
timber black & white
oak & walnut, soil good
& fit for cultivation
undergrowth Hazel
The Village of Springfield
lies about 60 chains to the
west. It at present
contains about 150 inhabi
tants & about 20 cabins & is
a flourishing inland town
It is the seat of justice of
Greene County Mo.





14TH 6'

GREEN COUNTY
HISTORIC SITE
CHEROKEE TRAIL
OF TEARS



Trail of
Tears
To Original
Route
←