City of Springfield

Agenda

Landmarks Board

John Hawkins (Chair) Walnut Street Representative	**John Sellars** Historian Representative	**Bryan Lenox** Real Estate Representative
Wanda Quintana Mid-Town Representative	**Nicole Falconer** Architect Representative	**Adam Letterman (Vice-Chair)** At-Large Representative
Seva Nix Commerical Street Representative	**Genevieve Henry** At-Large Representative	**Erik Kiser** At-Large Representative

May 7, 2025 **5:30 PM** **Busch Building 2nd Floor Conference Room 840 Boonville Avenue**

1. **Roll Call**

2. **Approval of Minutes**

   2.1. April 23, 2025

3. **Unfinished Business**

4. **New Business**

   4.1. Certificate of Appropriateness
   1430 East Walnut Street (Applicant: Tamra Thomas)

   4.2. Certificate of Appropriateness
   Jefferson Avenue Footbridge (Applicant: City of Springfield)

5. **Communications**

   5.1. Certificate of Appropriateness - Administrative
   311 East Walnut Street (Applicant: Springfield Little Theatre)

   5.2. Historic Preservation Plans & Policies

   5.3. Community Outreach

6. **Reports**

7. **Adjourn**

In accordance with ADA guidelines, if you need special accommodations when attending this meeting, please notify the Planning and Development office at 417-864-1611 as soon as possible to accommodate your needs.

MINUTES OF THE LANDMARKS BOARD

DATE: April 23, 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 Hawkins-Chair, Adam Letterman-Vice Chair, John Sellars, Erik Kiser, Wanda Quintana, Seva Nix, Nicole Falconer, and Genevieve Henry. Absent: Bryan Lenox. Staff members: Andrew Menke, Senior Planner, Kyle Tolbert, Assistant City Attorney.

APPROVAL OF MINUTES: April 16, 2025 minutes were approved reflecting correct date on April 23, 2025 agenda

UNFINISHED BUSINESS:

Property Owner Notification: Discussion on the draft brochure with corrections on grammar, etc. Went through brochure with Andrew Menke reading the title of each section and changes were noted. Andrew is to submit changes to Wanda Young and will have brochures available at the May 7, 2025 Landmarks Board meeting. John Hawkins to relay this information to the Board of Realtors as part of their packet for new agents. The brochure and letter will be mailed to property owners, though the frequency in which these will be sent is yet to be determined. Board members asked if there was a way to be notified by Greene County when new owners move into the historic district so that a brochure/letter may be sent out, staff noted it would be difficult.

Board Action: (change order of business)
Adam Letterman motioned to **change order of business from 3.2 (Historic Survey Areas) to 4.1 (Discussion of Board Duties).** Genevieve Henry seconded the motion. The motioned carried as follows Ayes: John Hawkins-Chair, Adam Letterman-Vice Chair, John Sellars, Erik Kiser, Wanda Quintana, Seva Nix, Nicole Falconer, and Genevieve Henry. Nays: None. Abstain: None. Absent: Absent: Bryan Lenox.

Historic Survey Areas: Discussion on what the Board members had decided upon for the survey as there was additional SHPO information and at this time the Board members decided to just leave the survey area as approved by the Plans and Policies Committee with Steve Childers, Director of Planning and Development to be notified.

Board Action:
John Sellars motioned to **inform Steve to continue what Plans and Policies had determined originally regarding the survey.** Adam Letterman seconded the motion. The motioned carried as follows Ayes: John Hawkins-Chair, Adam Letterman-Vice Chair, John Sellars, Erik Kiser, Wanda Quintana, Seva Nix, Nicole Falconer, and Genevieve Henry. Nays: None. Abstain: None. Absent: Absent: Bryan Lenox.

NEW BUSINESS:

Discussion of Board Duties: John Hawkins suggested that the Landmarks Board create another “committee” to educate the community about the Landmarks Board. He proposed to form a communication committee for the specific purpose of education and communication or advising the Board on education/communication opportunities, noting that this board would oversee education and gave examples of activities coming up in the new future. Discussion on how the “committee” would operate, i.e., how many meetings, review COA’s and take a proactive approach, etc. Several of the Board members noted that they are lacking the time for additional meetings and duties such as setting up a new “committee” but did suggest that the Board bring all suggestions and then review them instead of having another “committee” such as a standing agenda item.

Board members suggested the following items to be placed regularly on the agenda.

1. Community Outreach.
2. Historic Preservation Plans and Policies.

COMMUNICATIONS:

Andrew updated the Board that he spoke with the inspector for the blighted building case associated with 1159 East Walnut Street and the inspector was agreeable to taking no action on the case until after the Landmarks Board meeting on July 16, 2025. A letter from the Board explaining the situation will not be necessary.

Andrew briefly went over the possible items for the next agenda.

Any other matters that fall under the jurisdiction of the Board:

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

Andrew Menke, Senior Planner