



City of Columbia, Missouri

Meeting Minutes

Historic Preservation Commission

Tuesday, August 7, 2018

7:00 PM

Regular Meeting

Conference Room 1B

City Hall

701 E. Broadway

I. CALL TO ORDER - 7:00 PM

Pat Fowler - Chair, Amanda Staley-Harrison - Vice-Chair, and Mary Kaye Doyle - Secretary

Guests - Dianna O'Brien and Adrienne Stolwyk, Architect

Present: 6 - Mark Wahrenbrock, Pat Fowler, Mary Kaye Doyle, DeAnna Walkenbach, John Gagliardi and Amanda Staley Harrison

Absent: 1 - Trevor Harris

II. APPROVAL OF AGENDA

Commissioner Walkenbach moved to approve the agenda as distributed.

Commissioner Gagliardi seconded and the motion passed unanimously by voice vote.

III. APPROVAL OF MINUTES

Commissioner Doyle moved to approve the agenda as distributed.

Commissioner Staley-Harrison seconded and the motion passed unanimously by voice vote.

July 3, 2018 Meeting Minutes

Attachments: [HPC MINUTES 07032018](#)

IV. PUBLIC COMMENTS

Ms. Stolwyk spoke about Accessory Dwelling Units (ADU) and how permitting them would improve housing opportunities for older, handicapped and low-income individuals, increase density and increase income for owners with minimal outlay. Ordinance was developed 4 years ago and to date 1 unit has been built with second planned. She wanted to make HPC aware of her interest and the help for the city. About 2000 lots have size to allow an ADU in Columbia. Problems with requirements include-need to waive the construction fees of about \$5,000, remove hard surface driveway and off street parking requirements. The removal of impervious surface has the potential for substantial impacts to the City's stormwater system. Ms. Stolwyk suggested a pilot program of 3years or 30 units with a sunset date and a follow-up review the ADU program.

V. COMMISSION UPDATES & INFORMATION SHARING

Commissioner Fowler addressed her letter written to Councilpersons, mayor, Tim Teddy and Scott Wilson and asking that \$5,000 be set aside from our current budget for the downtown Charrette until such time as the DLC has been appropriated the remaining funding necessary for the project.

Commissioner Wahrenbrock indicated he had reapplied for a position on the HPC. His current term ends September 1, 2018.

Commissioner Gagliardi stated he was not reapplying for the HPC but would remain a volunteer for the HPC.

VI. STAFF REPORT**A. Demolition Permit Applications**

No demolition permit applications were submitted for structures over 50 years of age within the preceding month.

B. FY2018 Historic Preservation Fund Grant

The FY18 grant application has been approved by SHPO. The associated grant agreement will be forwarded to Council for approval and submittal back to SHPO for final signatures.

C. FY2019 Historic Preservation Fund Grant

Staff Liaison Palmer indicated that FY19 proposals are being accepted, however expressed concern that FY18 and 19 grant processes may overlap due to delays in funding at the Federal level.

Commissioner Staley-Harrison moved that the HPC submit the FY19 pre-application for completion of the final phase (Phase III) of the North-Central Historic Survey.

Commissioner Gagliardi seconded and the motion passed unanimously by voice vote. Commissioner Fowler abstained from voting due to a conflict of interest.

VII. NEW BUSINESS**A. Haunted Tour Collaboration w/ Bicentennial Committee**

Commissioner Fowler moved that the Commission should offer the Haunted History Walking Tour in conjunction with the Bicentennial Celebration, as long as the Commission materials are not to be shared publicly.

Commissioner Staley-Harrison seconded and the motion passed unanimously by voice vote.

B. Fall/Winter History Talk Series w/Other History-Focused Organizations

Commissioner Fowler as part of the Bicentennial Committee suggested that the Commission should consider working with UMC Greek students to teach them about historic preservation.

C. Fall Work Session (1/2 - Full Day)

Commissioners discussed having a 1/2 day work session to brainstorm programming ideas and to discuss topics heard at conferences and workshops recently attended by Commissioners.

No date was identified at this time.

VIII. OLD BUSINESS**A. Plaster Workshop Details**

Parks and Recreation Department will help with registration thru their existing registration software system. The Commission discussed the fee for attendees and decided that \$85 would be charged per person. Notices about the workshop will go out to Job Pointe and Columbia Public Schools Career Center. The students will be allowed to apply for a reduced registration of \$35 when submitting a ½ page application letter, stating reason for their desire to attend.

Registration will be limited to 9 people.

Commissioner Staley-Harrison moved to approve the \$85 fee and registration limitations.

Commissioner Walkenbach seconded and the motion passed unanimously by voice vote.

Visitor O'Brien shared that Riley Price wants new and innovative video materials for Missouri Preservation Association. Names were suggested as possible videographers.

B. Salvage Sale Wrap-Up

Volunteer hours not yet available. Commissioner Fowler will prepare a report for next meeting. Commission raised \$2,056, which was submitted to John Baker of the New Century Fund.

Liaison Palmer was asked to submit Council request for funds to be transferred to the New Century fund for HPC. An inventory of remaining materials was completed by Commissioners Gagliardi and Doyle, which is available in Liaison Palmer's office.

Need identified for new signs for salvage sales. Commissioner Staley-Harrison is going to research pricing. Signs will be made so date of sale can be inserted before each sale.

C. NAPC Conference Report & Expense Reimbursement Request

Commissioner Fowler said indicated that the conference was very interesting and that she plans to share materials she gathered at the conference during the Commission's 1/2-day work session.

Commissioners Fowler's expenses were discussed and Commissioner Staley-Harrison moved to approve a reimbursement for Commissioner Fowler's travel and lodging in the amount of \$360.82, based on state mileage rates of \$0.53 per mile.

Commissioner Walkenbach seconded, and the motion passed unanimously by voice vote with Commissioner Fowler abstaining.

D. Brick Streets Ordinance - Citizen Engagement Checklist

Written materials related to shortcomings of current resolution were distributed that Commissioners Harris and Doyle developed with input from Commissioner Emeritus Earney. Final material will be shared with appropriate Neighborhood Associations.

Group discussed developing a Citizens Guide to be distributed to community members. Commissioner Staley-Harrison will research costs and seek an invoice in order to encumber the funds from the HPC's FY18 budget.

E. Mayor's Task Force on Bicentennial - HPC Representative

Commissioner Staley-Harrison has been appointed the HPC representative. Commissioner Fowler is unable to attend regular meetings due to scheduling conflicts with work.

F. Report to Council Re: Salvage, Programming, & Fundraising

Letter and report to Council has been developed and reviewed by the Commission. Liaison Palmer will prepare the proper Council bill request forms and memos to submit to Council for the September 4th meeting.

G. FY 2019 Budget Request

Budget request has been submitted to Council. Council has indicated a need to indicated a source for any additional funding requested. The Commission has anticipates that Council will deny their request and maintain their current funding level.

H. Climate Action & Adaptation Plan Input - Team Formation

Commissioner Fowler will be our representative on the Climate Action and Adaptation Planning team.

I. 910 E. Walnut & Community Land Trust

Commission discussed the potential for this property to be transferred to the Community Land Trust for management. Some Council indicated an interest in this option at their last meeting.

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF**X. NEXT MEETING DATE - TENTATIVELY WEDNESDAY SEPTEMBER 5, 2018****XIII. ADJOURNMENT**