



# WILDWOOD

January 27, 2022

## MEMORANDUM

To: Wildwood Historic Preservation Commission Members

From: Department of Planning and Parks

Re: **Update on Commission's 2022 Work Program (Wards – All)**

Cc: The Honorable James R. Bowlin, Mayor  
The Honorable City Council of Wildwood  
Steve Cross, City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Melanie Rippetoe, Assistant Director of Planning and Parks  
Robyn Keefe, Planner

As members are aware, the Historic Preservation Commission began, at the start of 2018, formulating a Work Program for each upcoming year. This 2018 effort was the first time the Commission Members undertook such a step and believed it to be appropriate, as a method to ensure its goals for each year would be monitored and eventually met. For 2022, the Historic Preservation Commission has continued this practice of defining its Work Program at the start of the new calendar year.

### **HISTORIC PRESERVATION COMMISSION WORK PROGRAM**

**Year 2022**

**Adopted by the Historic Preservation Commission – December 2, 2021**

Prepared by the Department of Planning

**"Planning Tomorrow Today"**

The 2022 Work Program includes a number of large and small projects, activities, and endeavors, while also reflecting items that have been carryovers from past years or, by their nature, are part of the Commission's activities every year. The adopted 2022 Work Program and associated updates are as follows:

No.	Work Program Item - Description	Status		
		Underway	Completed	Not Started/Delayed
1.	Undertake minor repairs, along with the painting of trim boards and fascia at Old Pond School.			<b>Item is a carryover from 2021 due to budget shortfall in that year. Planned work to begin in Spring 2022</b>
2.	Install the parking pad for the Orrville Historic Community Marker	<b>Item completed. Orrville Historic Community Marker does still need the pull-off pad for visitors to be installed.</b>		
3.	Oversee and edit the final chapters in the Wildwood History Book, which is being prepared by representatives of the Wildwood Historical Society (WHS). These final chapters include the histories of the incorporation efforts and from 1991 to 2021, now inclusive of the COVID-19 pandemic	<b>Final chapters and associated support items are almost complete. This topic is on tonight's agenda for discussion.</b>		
4.	Offer input and oversee/approve the descriptions for the Points of Interest Map - 2022 additions. The 2022 version of this map will need to begin with a discussion on a major redesign, given the amount of information now included upon it and the limitations on printing size.			<b>Item not started, but is part of each year's Celebrate Wildwood Event. In 2021, the Commission discussed a reformatting or other changes to address its size and amount of information.</b>
5.	Initiate identified program steps for promoting Historic Route 66 through the City of Wildwood.			<b>Item is a longstanding activity of the Commission and carry-over from 2021. With the work on the roadside park planned this year, promotion of Historic Route 66 would be opportune at this time.</b>

No.	Work Program Item - Description	Status		
		Underway	Completed	Not Started/Delayed
6.	Conduct planning and design process on future Historic Route 66 Roadside Park on Manchester Road.	<b>Item was discussed at great length in 2021, ending with the selection of a consultant to develop a Master Plan. This item will be on the Commission's agenda for discussion.</b>		
7.	Continue work on Belleview Farms Project, including providing the oversight of the preservation of historic assets associated with it.	<b>Item is a carry-over from past years, but work continues at the property by Friends of Belleview, other volunteers, and the City of Wildwood.</b>		
8.	Complete specifications and plan sheets for the bidding process in association with the reconstruction of the Essen Log Cabin on a City-owned site, while defining its planned use and location.	<b>Item is a carry-over from past years, but City Council has set aside \$140,000.00 in funds, as part of the 2023 Capital Improvement Program or its reconstruction and restoration.</b>		
9.	Create a Master Plan to address acceptance of donations and the allocations of future funding necessary for their reuse. The Master Plan should include a design for signage that would explain the source and location of re-purposed materials that are used in park construction projects within the City.			<b>Item again is a carry-over from 2021.</b>
10.	Archive documents from the City's incorporation.	<b>Item is an in-house process and on-going, but has slowed with Department's staffing shortages.</b>		

No.	Work Program Item - Description	Status		
		Underway	Completed	Not Started/Delayed
11.	Complete repair work along frontage of Kohn Park and then install park identification signage.			<b>Item is a carry-over from past years.</b>
12.	Review of Historical Aspects of the Yost Estate Property – Poërtner Park			<b>Item is new for 2022.</b>
13.	Develop Targeted Outreach Efforts to Youth regarding the History of Wildwood Area	<b>As a first step, the Department included a word search activity in the Spring Gazette, which was provided by Vice-Chair Stevens. The gazette is mailed to all Wildwood households.</b>		<b>Item is new for 2022.</b>
14.	Explore Partnership Opportunities with the Westland Acres Community to Celebrate its One Hundred (100) Year Anniversary			<b>Items is new for 2022.</b>

If any of the Commission Members should have comments or questions regarding this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. This item is on tonight’s agenda for presentation and discussion. Thank you for your consideration of this information and any input you may like to offer on the same.