

CITY OF WILDWOOD
RECORD OF PROCEEDINGS

MEETING OF THE HISTORIC PRESERVATION COMMISSION
WILDWOOD CITY HALL (HOSTED)
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
and on Zoom
January 28, 2021

I. Welcome and Roll Call

Meeting: Thursday, 1/28, hosted at Wildwood City Hall, on Zoom, 6:30 p.m.

Attending: Commissioners Stevens, Scott, Hammond, Rowton, and Bachert, Alternate Quarternik, Council Liaisons Clark and Gillani, and Chair Wojciechowski

Absent: Member Hrubes, Alternate Adams, and Commission Liaison Broyles

Staff: Interim City Administrator Steve Cross, Director of Planning and Parks Joe Vujnich, and Assistant Director of Planning Kathy Arnett

II. Opening Remarks

Chair Wojciechowski welcomed everyone to the meeting, which was called to order at 6:35 p.m.

III. Approval of the Historic Preservation Commission December 3, 2020 Meeting Minutes

A motion was made by Vice-Chair Stevens, seconded by Commissioner Bachert, to approve the minutes from its meeting of December 3, 2020. A voice vote was taken on the motion, with a unanimous affirmative result, and Chair Wojciechowksi declared the motion approved by a vote of 6-0.

IV. Public Comment

None

V. New Business

A. Ready for Action – Four (4) Items

- 1. Review of Plans for Building Modifications at 17301 Manchester Road, a property on the City's Historic Registry and known as the Kern Service Station. This property was placed on the registry by Ordinance #1502, passed in 2008, which granted incentives and requires Historic Preservation Commission to review all exterior renovations. (Ward One)**

Director of Planning Vujnich reviewed the proposed cleaning business that wishes to move into the Kern Service Station at 17301 Manchester Road. The petitioners are requesting permission to modify the building to have two (2), rolling garage doors. The changes are proposed on the

addition portion of the structure, not the original building. He noted the Department is recommending approval for the issuance of the Certificate of Appropriateness, with five (5) conditions, as outlined in the provided report.

Discussion was then held and included the following: the requirements for the finish on the poles and door to better match the original; the desire to see a less ornate door and more appropriate garage doors, so the building looks more like a filling station from that time period, which would have looked different; the architect noted an overhead door could not be used because there is not enough head room in the building; the belief the proposed garage doors are inappropriate; the proposed owners need to have the doors open automatically for convenience and security; the request from the Commissioners to see a photograph of the doors themselves; the parking of all service trucks inside the building; the employee parking, which will be outside, during the day; the proposed owners live in Wildwood and want to keep their business here too, which is a power washing and street cleaning business; the desire for a catalog cut sheet and details on the doors, before making a decision; and the fact the plans will also be reviewed by the Architectural Review Board (ARB).

A motion was made by Commissioner Scott, seconded by Commissioner Stevens, to postpone the request, until the architect resubmits the requested revisions showing options for a modified front elevation, as well as details on the proposed garage doors, no later than February 8th, and the Commission will hold a meeting as quickly thereafter as can be accommodated. A voice vote was taken, with no opposition, and the motion was declared approved.

2. Report from Nominating Committee for 2021 Election of Officers (Wards - All)

Assistant Director Arnett noted the appointed Nominating Committee, i.e., Commissioners Hammond, Hrubes, and Rowton, met last week to discuss their selections for a slate of 2021 Commission Officers. The Committee Members unanimously voted to recommend the retention of the existing officers of Paul Wojciechowski, Chair; Jan Stevens, Vice-Chair; and Steve Scott, Secretary. She then noted that other nominations could be made from the floor.

A motion was made by Commissioner Bachert, seconded by Commissioner Hammond, to recommend the existing officers be retained in their positions for February 2021 through January 2022. A voice vote was taken, with no opposition, and the motion was declared approved.

3. Participation in Missouri Bicentennial Time Capsule Program (Wards - All)

Assistant Director Arnett noted another opportunity for participation in the Missouri Bicentennial Celebration is now available. The new opportunity invites each city within the State to submit up to three (3) items to be included in a time capsule. The time capsule would be sealed for twenty-five (25) years. The items submitted should represent each City's past, present, and include a note to future Missourians.

Discussion was held then regarding the following: the desire to submit a compilation of newspaper articles of current happenings and a collage of photographs showing past and present

appearances of historical buildings, these images could include historical items from the past and the present, and could be a vacant lot to represent what can happen if assets are not maintained.

A motion was made by Commissioner Bachert, seconded by Alternate Quarternik, to pursue participation in the Bicentennial Time Capsule Program. A voice vote was taken, with no opposition, and Chair Wojciechowski declared the motion approved.

4. Discussion on Proposed Training Opportunities for 2021 (Wards - All)

Assistant Director of Planning Arnett provided an overview of the memorandum outlining five (5) possible training sessions for the 2021 year. All sessions have been approved by SHPO, as qualifying towards the Commissioners' annual training requirements, as part of the Certified Local Government (CLG) criteria.

Discussion was held regarding the following: the appreciation of the outlined programs; the potential for a presentation on the history of Babler State Park; the potential for a presentation on the Native Americans in the Area; the potential for hosting the training presentations outside of the regular meetings and including more promotion on the website and on social media; the program from 2020 with Joe Harl (the archaeologist), who presented on early settlers in Wildwood; and the potential for the streetscape program to be done independently.

A motion was made by Commissioner Stevens, seconded by Commissioner Scott, to approve the 2021 Training Schedule, including the Babler State Park history presentation and the streetscape program to be done independently, if desired. A voice vote was taken, with no opposition, and Chair Wojciechowski declared the motion approved.

B. Not Ready for Action – Two (2) Items

1. Primer on Property Maintenance Codes and the Impact on Historic Structures (Wards – All)
2. Discussion Regarding the Age Threshold Used to Determine Qualification as Historic (Wards – All)

VI. Old Business

A. Ready for Action – Three (3) Items

1. Review of Submitted Proposals for Route 66 Roadside Park (Ward Eight)

Director of Planning Vujnich reviewed the table provided with the memorandum, which outlined the specifics of each of the ten (10) proposals received for the planning and design of the Route 66 Roadside Park. He noted the Commission could reduce the number of firms and select two several to interview.

Discussion was held then regarding the following: the individual firms selected by each Commissioner in their reviews of the submittals; the City's experience with any of the firms; the

desire to select a firm with more landscape architect approach than traditional architect on staff; and the fact that all submitters are qualified to do the work.

The Commissioners then voted on each of the ten (10) firms, with the top three (3) vote tallies going to Gateway Design Studio, Great Rivers Engineering, and SWT. These three (3) firms will be interviewed by the full Commission membership, hopefully at the March meeting.

A motion was made by Commissioner Rowton, seconded by Commissioner Bachert, to select the three (3) firms to interview, as Gateway Design Studio, Great Rivers Engineering, and SWT. A voice vote was taken with no opposition, and the motion was declared approved by Chair Wojciechowski.

2. Location of Orrville Historic Community Marker (Wards One and Three)

Director of Planning Vujnich provided an overview of the document showing the plans for the selected location. Key details include an aggregate parking area, the marker's location over eighty (80) feet from the nearest driveway, and the inclusion of appropriate sight distance. He noted with direction from the Commission, he would speak to the nearest property owners.

Discussion was held regarding the limited use of the parking area and the need to identify the power pole, with a reflective sign, to alert drivers to its location.

A motion was made by Commissioner Scott, seconded by Commissioner Stevens, to approve the site plan and location for the Orrville Historic Community Marker. A voice vote was taken, with no opposition, and Chair Wojciechowski declared the motion approved.

2. Update On 2021 Work Program (Wards -All)

Assistant Director of Planning Arnett provided an overview of the status of the 2021 Work Program items, noting that thirteen (13) of the fifteen (15) items were underway, while work had also taken place on all four (4) of the ongoing items. The following items were noted to be underway: **Item #1.** Minor repairs at Old Pond School; **Item #2.** Evaluation of next group of properties for the City's Historical Inventory; **Item #3.** Orrville Community Marker; **Item #4.** Wildwood History Book; **Item #5.** 2020 Points of Interest Map; **Item #7.** Planning and design of Historic Route 66 Pocket Park; **Item #8.** Belleview Farms Project; **Item #9.** Champions of History Program; **Item #10.** Essen Log Cabin Reconstruction; **Item #11.** Participation in the State's Bi-Centennial Celebration; **Item #13.** Archiving of incorporation documents; **Item #14.** Installation of Kohn Park identification signage; and **Item #15.** Review of Historical Aspects of the Yost Estate Property – Poertner Park.

Work on ongoing items was noted to include: an article to be included in the Spring Gazette on the Historic Community Marker Program; a number of social media posts regarding the Commission's work and the training opportunities; the discussions on proposed trainings for 2021; and updates on City projects impacting local historic locations, such as the Historic Route 66 Roadside Park.

Two (2) items were noted from the 2021 Work Program that were not yet started. These items included: **Item #6**. Promotion of Route 66; and **Item #12**. Creation of a Master Plan for acceptance of donations of historical significance to the City of Wildwood.

B. Not Ready for Action – Four (4) Items

1. Discussion Regarding the Future Location for the Essen Log Cabin (Wards - All)
2. Work Program for Historic Route 66 Promotion (Wards – All)
3. Update on Kohn Park Sign (Ward One)
4. Discussion Regarding Memorial Tributes (Wards – All)

VII. Review of Proposed Zoning/Plats/Site Development Plan/Demolition Requests – No Items

VIII. Other Matters for Consideration

None

IX. Upcoming Meeting Date – February 25, 2021 (Thursday)

The next meeting is scheduled for Thursday, February 25th, at 6:30 p.m.

X. Closing Remarks and Adjournment

A motion was made by Commissioner Bachert, seconded by Alternate Quarternik, to adjourn the meeting. With a unanimous voice vote, Chair Wojciechowski declared the meeting adjourned at 8:20 p.m.