

**CITY OF WILDWOOD
RECORD OF PROCEEDINGS**

**MEETING OF THE HISTORIC PRESERVATION COMMISSION
CITY HALL – COMMUNITY ROOM
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
March 28, 2019**

I. Welcome and Roll Call

Meeting: Thursday, 3/28/19, City Hall, Community Room, 6:30 p.m.
Attending: Secretary Scott, Commissioner Compton, Commissioner Hrubes, Commissioner Hammond, Commissioner Sprunger (arrived at 6:30 p.m.), Alternate Stevens, Alternate Rowton, Planning and Zoning Commission Liaison Graghani, and Council Liaison Taylor.
Absent: Chair Wojciechowski, Vice-Chair Thompson, and Council Liaison Bartoni.
Staff: Director of Planning Joe Vujnich and Assistant Director of Planning and Parks Kathy Arnett

II. Ethics Training Presentation by City Attorney, John Young (5:45 p.m. to 6:30 p.m.)

Director of Planning Vujnich introduced City Attorney Young. City Attorney Young provided an educational seminar to the Commission Members on the Ethics Code. He outlined key components of the Ethics Code, including substantial interest, use of authority, compensation, impropriety, and information on the Sunshine Law.

At the conclusion of the presentation, the Acting Chair called for a 5-minute break, prior to the regular meeting beginning at 6:30 p.m.

III. Opening Remarks by Chair Wojciechowski

Chair Wojciechowski was not in attendance, so Secretary Scott who was Acting Chair, welcomed everyone to the meeting and called it to order at 6:30 p.m.

IV. Approval of the Historic Preservation Commission February 28, 2019 Meeting Minutes

A motion was made by Commissioner Hrubes, seconded by Commissioner Compton, to approve the meeting minutes from February 28, 2019. A voice vote was taken, with a unanimous affirmative result, and Acting Chair Scott declared the motion approved by a vote of 5-0.

V. Public Comment

None

VI. New Business

A. Ready for Action – Four (4) Items

1. Information Report -

H.R. 1-19 The Marianist Province in the U.S., c/o Curtis Ballenger, 4000 State Route 109, Wildwood, Missouri, 63025 - A request to place a family retreat lodge, which is located at 4000 State Route 109 (Locator Number: 26V310045), known as Marycliff (formerly Woodcliff), c. 1905, per St. Louis County Tax Records, c. 1891 per City of Wildwood's Historic Building Inventory [Survey 2014-15, Updated 12-6-2018, Page 120 of 343], on the City's Historic Register. This tract of land is zoned NU Non-Urban Residence District. The property owners submitted an application to place this building onto the City's Historic Register, with the intent of its continued use as a family retreat lodge at the Marianist Retreat Center, and no requested incentives from the City of Wildwood. **(Ward Six)**

Assistant Director of Planning Arnett read the request into the record.

Director of Planning Vujnich presented the Department's recommendation in the form of its Information Report to the Commissioners. He noted a public hearing was held in February and a follow-up tour was conducted of the property. The Department's recommendation was for approval of placing the asset on the City's Local Registry. He noted the petitioner was not seeking any incentives from the City and the building meets the Code's requirements for such. The history and the structures retained and original architectural characteristics, along with its materials, make it a wonderful asset to the City's Historic Registry.

He noted there are thirteen (13) requirements for placement on the registry, but a property need only meet one (1) to qualify. The Department's assessment noted this property meets nine (9) of the requirements, including:

1. Its character, interest or value is part of the development, heritage, or cultural characteristics of the community, County, State, or country;
2. Its overall setting is part of a collection of buildings, elements, or objects where the overall collection forms a unit;
3. It has the potential to be returned to an accurate historic appearance regardless of alterations or insensitive treatment that can be demonstrated to be reversible;
4. It is identified with a person or persons who significantly contributed to the development of the community, County, State, or country;
5. It embodies distinguishing characteristics of an architectural type valuable for the study of period, type, method of construction or use of indigenous materials;
6. It embodies design, detailing, materials or craftsmanship that renders it architecturally significant;
7. It has a unique location or singular physical characteristic that makes it an established or familiar visual feature of the neighborhood, community, or City;
8. Its character is a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses, gas stations, or other commercial structures, with a high level of integrity, or architectural significance; and
9. It is suitable for preservation or restoration.

The recommendation report also notes design criteria that would be applied for future exterior renovations. Director Vujnich also clarified a part of the report that could be construed to assume the full property is part of the application, but it is just the *Marycliff* building.

Discussion was held regarding the following: the future review of exterior modifications; the quality of the application; the historic importance of the building; the placement of a plaque on the building, identifying its placement on the registry; the remaining portions of the process; and the opposition of placement of additional exterior satellites on the roof.

A motion was made by Commissioner Hrubes, seconded by Commissioner Hammond, to approve the Department's recommendation and support the placement of *Marycliff* on the City's Historic Registry.

Curtis Ballenger, Development Director of the Marianist Retreat, noted the only planned exterior modification is to change a window to a door to meet the Fire Department's code requirements.

A voice vote was taken, with a unanimous affirmative result, and Acting Chair Scott declared the motion approved by a vote of 5-0.

2. Discussion Regarding the Commission's Participation in the Missouri 2021 Bicentennial Celebration (Wards – All)

Assistant Director Arnett provided the Department's report on this matter and identified Alternate Stevens as the provider of this information. In 2021, the State of Missouri will celebrate its Bicentennial Anniversary. She requested thoughts from the Commission on the City participating in the outlined opportunities, of which there are three (3): Missouri Encyclopedia; Missouri Community Legacies, providing a story of a particular place, person, or tradition in the community; or hosting an Endorsed Project of Wildwood's own.

Discussion was then held regarding the following: the ability to use the City's written history book to find specific examples that might be submitted for either the encyclopedia or legacy option; the question that, if the whole book itself can be submitted; the potential for having the State Commission endorse activities at the Celebration Wildwood Event; how community projects will be archived by the State; the perk of having the City's written history book be endorsed by the Bicentennial Commission; the potential for creating a unique activity at the 2021 Celebrate Wildwood Event; events held within the City that could be considered traditions, such as the former Saturday night dinners for fire-spotting volunteers in Rockwoods Reservation, the annual chicken dinner at Bethel Methodist Church, the sausage supper at St. Paul's Lutheran Church, Stovall's Grove, the Big Chief, and Route 66; the potential to inform other entities in the City about the opportunity, so they could submit their own legacy story; and the potential for the Commission to highlight those traditions at the 2021 Celebrate Wildwood Event.

Consensus was reached for staff to conduct more research and return next month with more ideas. The Commission was interested in discussing this item further.

3. Review of Commission By-Laws (Wards – All)

Director of Planning Vujnich reviewed the revised by-laws, which were last updated in 2013, and noted staff was presenting several items for the Commission's consideration. These items included adding text from the Historic and Preservation Restoration Code to the by-laws to reduce confusion and potential conflicts; clearing up a conflict between the by-laws and the Code on Council Liaisons being non-voting members; and adding an Ethics clause.

Discussion was held regarding the following: final approval of by-laws is done by the Commission; the desire to add the by-laws to the Commission's page on the website; the difference between Section 1, Items b and c; the need to address the conflict on City Council Members being non-voting liaisons; the practice that alternates can be appointed to fill a vacancy of a regular member, but the need to reword Article IV, Section 3a, to emphasize continuity; and the fact the members are not ward-based for appointment purposes, but are selected based on interest and experience.

Consensus was reached to have Department staff modify the areas discussed and to hold off on placing the by-laws on the website, until after they are completed.

4. Updated Outline from Author relative to Next Chapter in Wildwood's Written History Covering 1920 – 1990. (Wards – All)

Director of Planning Vujnich noted Ms. Von Gruben has provided a revised outline of the next chapter covering the period of time from 1920 to 1990. This outline is based upon the conversation with the Commission from its January meeting.

Following discussion, consensus was reached among the Commission Members to have the author add Pond Athletic Association to the 1960s timeframe and then Ms. Von Gruben return to a future Commission meeting to discuss topics more in-depth.

B. Not Ready for Action – One (1) Item

Discussion Regarding the Future Location for the Reconstruction of the Essen Log Cabin (Wards – All)

VII. Old Business

A. Ready for Action – One (1) Item

1. Update on 2019 Work Program of the City's Historic Preservation Commission. (Wards – All)

Director Vujnich and Assistant Director Arnett updated the Commission Members on each of the following items in the Commission's 2019 Work Program:

A. Social Media Initiatives – A number of posts have been completed in the last few months. One (1) topic was the desire for local stories to be submitted for the City's written history project. A local resident, who grew up in the Grover Area, submitted several photographs that will be posted soon.

B. 2019 Points of Interest Map – The 2019 Map has been started by the graphic designer and will include information on scenic byways from the historic communities of Kelpie, Centaur, Monarch, and Pond, which include the following roadways: Babler Park Drive, Centaur Road, Ossenfort Road, Pond Road, Rieger Road, and Wild Horse Creek Road. Department staff hopes to have text of the by-ways history to the members for review within the next few meetings.

C. Celebrate Wildwood 2019 – The City is looking for a new location for the event and will report back to the Commission, once the Wildwood Celebration Commission has made this decision.

D. Historic Marker Program (one (1) site remains for installation) - There is no change in this item. One (1) marker location remains and is waiting on a future bridge reconstruction project. The Department of Public Works is currently in right-of-way and easement negotiations. Project may be delayed.

E. Historic Preservation Training – Department staff is working on a guest speaker for a future meeting and will verify with the State Historic Preservation Office (SHPO) if any speaker selected will count as training for the Certified Local Government (CLG) requirements.

F. City Projects – Department staff provided information on the following projects, relative to historic preservation:

- Manchester Road (historic Route 66) – Gershenson Construction was awarded the project for the Manchester Road Phase 3 Streetscape. Utility work has begun and the project is now underway.
- State Route 109 – Gershenson Construction was the low bidder on this MoDOT/City joint project. The archaeological evaluation showed there will be no impacts on any historic assets, as a result of this work. Work on this project will begin in late Spring.
- Belleview Farms – The site assessments have begun on the property and will continue in earnest during the month of April. These assessments will be completed, before decisions are made regarding the future use of the site. The Commissioners should anticipate having additional information on this site, when this work is completed.
- John L. LeCave Memorial Trailhead – This project has begun and is expected to be completed near the end of May. This project is located between the historic communities of Monarch and Centaur.
- Community Park Phase 3 – The City was unable to obtain a permit from the Army Corps of Engineers for work within Bonhomme Creek, so instead a bridge spanning its full width will be used and is a cost savings to the City. After review, it was found that no archaeological areas were disturbed in the previous phases. The City, proactively, hired Joe Harl, of Archeological Research Center of St. Louis, to complete a full archeological analysis on the homestead area of the park.

It was noted, if Commission members have additional items they want on the Work Program, to email them to staff, so the Chair can approve the addition of them on the agenda. Commission Members did request that monthly social media and website posts be completed promoting historic activities, such as the Marycliff application, Route 66, etc.

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

1. Discussion on archiving documents from the City's incorporation that are currently being stored at City Hall and Off-Site Locations. (Wards – All)
2. Work Program for Historic Route 66 Promotion (Wards – All)

VIII. Review of Proposed Zoning/Plats/Site Development Plan/Demolition Requests – None

IX. Other

Director of Planning Vujnich noted future Commission meetings will be 'Livestreamed,' per City Council's direction.

X. Upcoming Meeting Dates – April 25, 2019 (Thursday), at 6:30 p.m.

XI. Closing Remarks and Adjournment by Chair

A motion was made by Commissioner Compton, seconded by Commissioner Sprunger, to adjourn the meeting. With a unanimous voice vote, Acting Chair Scott declared the meeting adjourned at 7:56 p.m.