

CITY OF WILDWOOD  
RECORD OF PROCEEDINGS

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MEETING OF THE HISTORIC PRESERVATION COMMISSION  
WILDWOOD CITY HALL  
16860 MAIN STREET  
WILDWOOD, MISSOURI 63040  
and on Zoom  
**June 25, 2020**

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**I. Welcome and Roll Call**

**Meeting:** Thursday, 6/25/20, Wildwood City Hall and Zoom, 6:30 p.m.

**Attending:** Commissioners Stevens, Scott, Hammond, Hrubes, and Rowton, Alternate Quarternik, Commission Liaison Broyles, and Council Liaison Clark

**Absent:** Chair Wojciechowski, Commissioner Bachert, Alternate Adams, and Council Liaison Gillani

**Staff:** Director of Planning and Parks Joe Vujnich, Assistant Director of Planning Kathy Arnett, and Planner Travis Newberry

**II. Opening Remarks**

Vice-Chair Stevens welcomed everyone to the meeting, which was called to order at 6:30 p.m.

**III. Introduction of Planning and Zoning Commission Liaison Elizabeth Broyles**

Vice-Chair Stevens introduced the new liaison from the Planning and Zoning Commission, Elizabeth Broyles. Ms. Broyles noted she was excited to work with the Commission. Vice-Chair Stevens also introduced the two (2) new City Council Liaisons, Teresa Clark and Mike Gillani. Council Member Gillani had a conflict with his schedule and was not in attendance, but Council Member Clark was at the meeting and noted her eagerness to work with the Commission.

**IV. Approval of the Historic Preservation Commission May 28, 2020 Meeting Minutes**

A motion was made by Commissioner Hrubes, seconded by Commissioner Scott, to approve the meeting minutes from its meeting on May 28, 2020. A voice vote was taken on the motion, with a unanimous affirmative result, and Vice-Chair Stevens declared the motion approved by a vote of 5-0.

**V. Public Comment**

None

**VI. New Business**

**A. Ready for Action – Two (2) Items**

**1. Discussion on Proposed Community Legacy Submittals to the State of Missouri Bicentennial Celebration (Wards – All)**

Assistant Director Arnett noted, per the Commission's direction, Department staff had drafted three (3) Community Legacy applications for properties or areas within the City that held historical significance and could be included as 'meaningful places' in the State of Missouri's Bicentennial Celebration. The applications were for the Old Pond School, the Monarch-Chesterfield (Gumbo Flats) Area, and the Glencoe Area. She highlighted the applications and requested input from the Commissioners, including direction on the submittal of each to the State.

Discussion was then held regarding the applications and included the following: the belief each application could serve as a great primer for anyone in the area and the nickname of the Gumbo Flats because the soil's consistency was like gumbo.

Consensus was reached for Department staff to provide the application, with full backup for additional review, and the item would be on the next meeting agenda for action.

**2. Design and Engineering Process for Route 66 Trailhead (Wards – All)**

Director of Planning Vujnich noted the City purchased a one-half (1/2) acre parcel of ground last year on Manchester Road (Route 66). The property was purchased for use as a parking area and trailhead. The Commission decided to do a themed Route 66 trailhead. He noted tonight's memorandum outlined eight (8) steps for the planning and design process. He then outlined the steps and noted the first of such is to develop a Request for Qualifications (RFQ) for park designers.

Discussion was held regarding the following: if this year's budget included any money for this project; the timeline of the process, which will take the remainder of this year to select a designer; the thoughts on what the Commission Members would like included; the potential for creating signage that would continue along the Route 66 corridor; the potential use of the Route 66 trademark; the desire for a charette, with a small committee to talk to the designer about ideas, as part of the design process, and then go to the public; the RFQ will be advertised in a newspaper and on the City's website and it will be sent directly to a list of firms, which the Commissioners can provide suggested firms; and the potential to connect this park to the original Route 66 pavement.

A motion was made by Commissioner Hammond, seconded by Commissioner Scott, to pursue the RFQ for the trailhead planning and design. A voice vote was taken on the motion, with a unanimous affirmative result, and Vice-Chair Stevens declared the motion approved by a vote of 5-0.

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

**1. Primer on Property Maintenance Codes and the Impact on Historic Structures (Wards – All)**

## VII. Old Business

### A. Ready for Action – Two (2) Items

#### 1. Update on 2020 Work Program (Wards – All)

Assistant Director of Planning Arnett provided an overview of the status of the 2020 Work Program items, noting that eight (8) of the twelve (12) items were underway, while work had also begun on all four (4) of the remaining items. The following items were noted to be underway: **Item #4.** Wildwood History Book; **Item #5.** 2020 Points of Interest Map; **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; and **Item #14.** Installation of Kohn Park identification signage.

Work on ongoing items was noted to include: an article published in the Spring Gazette on historic preservation; a number of social media posts regarding the Commission’s work; the scheduling of three (3) of the proposed four (4) training sessions and completion that evening of the first of them; and updates on City projects impacting local historic locations, such as the Manchester Road Streetscape Project on Historic Route 66.

Six (6) items were noted from the 2020 Work Program that were not yet started. These items included: **Item #1.** Minor repairs at Old Pond School; **Item #2.** Evaluation of next group of properties for the City’s historical inventory; **Item #3.** Installation of the final historic community marker in Orrville; **Item #6.** Promotion of Route 66; **Item #7.** Planning and design of Historic Route 66 pocket park; and **Item #12.** Creation of a Master Plan for acceptance of donations of historical significance to the City of Wildwood.

A new item was also discussed, which was the acceptance of a donation of approximately twenty-seven (27) acres of land on Hencken Road to be named *Poertner Park*. The property includes a number of historic accessory structures.

Discussion was held regarding the Eatherton Road bridge project, which will allow for the installation of the final historic community marker and the Commission’s desire to tour the new park property.

A motion was made by Commissioner Hrubes, seconded by Commissioner Hammond, to add Poertner Park to the 2020 Work Program. A voice vote was taken on the motion, with a unanimous affirmative result, and Vice-Chair Stevens declared the motion approved by a vote of 5-0.

#### 2. Discussion Regarding Memorial Tribute (Ward – All)

Director of Planning Vujnich noted the Historic Preservation Commission has been discussing a way to honor residents that have had an impact on historic preservation. Originally, the program was to be a memorial approach and focus, but the Commission decided to honor those who have

made an impact regardless of if they are alive or deceased. He presented a memorandum, with a Nomination Form, and criteria for three (3) levels of recognition.

Discussion was then held regarding the following: the acknowledgment criteria leans to public participation, since City is a public entity; the need to review the criteria to ensure people not directly involved with City projects, i.e. Jill Von Gruben, would be appropriately recognized; the desire to loosen the rules, but to tighten the message and intent, thereby allowing individual review of each application; think about who we'd like to honor and review and evaluate the form from those perspectives; the need to allow latitude for review; the desire to incorporate recognition for children or youth that are doing something beneficial for City – i.e. Eagle Scout projects; the potential for using the recognition program to incentivize placement on the local register; the question of how to recognize Council Members who have a significant impact; the belief eligible individuals would have to meet a certain number of criteria in each category; and the desire to add 'or other unique and/or significant historical contribution' to the criteria.

Department staff requested Commission Members submit their comments by the week of July 6<sup>th</sup>. Then revisions can be made and the proposed program brought back to the Commission at a future meeting.

**B. Not Ready for Action – Three (3) 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)

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

**IX. Other Matters for Consideration**

Commissioner Scott reminded all members that emails need to be sent to all Commissioners, Staff liaisons, Commissioner and Council liaisons, and the City Clerk.

Director of Planning Vujnich noted, if things stay as is, the meeting in July will be held in person, with social distancing, if there is no objection. Commission Members were supportive to meeting in person.

**X. Upcoming Meeting Dates – July 23, 2020 (Thursday), at 6:30 p.m.**

The next meeting is scheduled for Thursday, July 23<sup>rd</sup>.

**XI. Closing Remarks and Adjournment**

A motion was made by Commissioner Scott, seconded by Commissioner Hrubes, to adjourn the meeting. With a unanimous voice vote, Vice-Chair Stevens declared the meeting adjourned at 7:55 p.m.