

LANDMARK COMMISSION MINUTES

December 17, 2024

MEMBERS PRESENT:

Marcela Medellin	■ Chairperson
Christy Graham	■ Vice-Chair
John Yates	■ Member
Janel Ponder Smith	■ Member
Michele Derr	■ Member
Joel Hartmangruber	■ Member
Andy Lee	■ Member
Noros Martin	■ P&Z Liaison
Whitney Flack	■ Council Liaison

Terry Floyd, Development Services Director

■ City Staff

Monica Aguon, Assistant City Attorney

■ City Staff

Karen Montgomery-Gagné, Principal Planner/HPO

■ City Staff

Robin Marshall, Admin Assistant

■ City Staff

ABSENT:

John Dickinson

■ Member

GUESTS:

Kevin Neal, 1701 Grant

■ Applicant

Jordan "JD" Dixon

■ Guest

I. Call to Order, Introductions and Welcome:

Chairperson Marcela Medellin called the meeting to order at 12:01p.m.

II. Review & Approval of Minutes from: September 24, 2024:

Chairperson Medellin called for review and approval of the September 24th, 2024 Landmark Commission meeting minutes. Mr. Noros Martin made a motion to approve the minutes as presented, Ms. Janel Ponder Smith seconded the motion. Minutes were unanimously approved 8-0.

III. Regular Agenda:

1) Action Item: Design Review – 1701 Grant

Request authorization to modify rear detached garage/addition by installing overhead doors (front/rear), a new dormer and gutter/downspouts to address drainage.

District – West Floral Heights

Applicant – Kevin B. Neal

Karen Montgomery-Gagné presented the case and stated that Mr. Neal, the owner of the property, had been in touch with staff since the last Landmark meeting and obtained

all permits, making sure he had everything in order to continue his projects. Ms. Montgomery-Gagné showed inventory photos of the house and stated both the house and garage were built around 1934, and pointed out in one of the photos the garage doors, that are now being used, are not original doors and must have been replaced sometime after 2004 (photo inventory timeline for district designation). She also pointed out the original dormer used to be centered on the garage. Now with the carport removed and the addition on the garage, it looks off balance, which Mr. Neal is asking the Commission to grant permission to give the garage/dormers a more balanced look by installing an additional dormer. In preparation for his request to install garage doors, Mr. Neal ensured compliance with the Commission's requirements from the previous meeting by installing the added components to the south wall so a one-hour fire rating was maintained. He also hired an electrician and got permits for the light that was added on the masonry pillar.

Ms. Montgomery-Gagné stated the design guidelines for doors tend to outline standards for pedestrian passageway doors as opposed to garage doors. The design guidelines state that solid steel or hollow wood doors are not appropriate for main entrances. Staff said that since this is on the detached garage, that it could be considered on a case-by-case basis. In this case, the garage is in the back of the property and is not a part of the primary structure. She pointed out to the Commissioners that the owners have chosen a door that matches the design, texture, and panel pattern of the non-original garage doors (since original doors were removed long ago).

The impact to historic structures is an important factor in deciding the approval of design requests, taking into consideration how the requested design looks and fits into the area, and also how it affects the property and the look of the neighborhood. The scale of the garage must be compatible, and the materials and the finish need to correspond to the overall character of the district as well as to the building type. Mr. Neal is trying to replicate the style that has been on the garage for 15-20 years.

Mr. Neal is also requesting approval to have a second dormer put in place on the garage. With the garage addition, and the existence of the one dormer, it aesthetically looks off balance. Ms. Montgomery-Gagné noted that the requested second dormer would have the same proportion, same type of materials and same type of shingles. She stated that two of the key standards are to maintain and repair the original decorative roof elements, and that decorative roof elements, that do not meet the guidelines and/or were not historically present, should not be added.

For additions, design and the impact to the architectural character are key factors. Additions should not visually overpower the existing building. Historic character and significant historic features should not be compromised. Additions should appear subordinate to the primary structure. Materials and finish of new construction should correspond to the overall character of what is already in there.

Staff stated the key items being considered today are new construction (the dormer), the exterior remodel which includes the gutters/downspouts to help address the stormwater drainage (on the south end of the property), and how all of this affects the overall architectural style. How do these alterations impact the overall aesthetic of the garage and the property.

Mr. Neal spoke to the Commission and said they have always had an issue with stormwater drainage at the south end of the property, and gutters with downspouts would help alleviate the problem. As for the roof, Mr. Neal feels if a second dormer were installed it would give a more completed and balanced look. He clarified that there would be two garage doors needed, one in front and one in back to access the alley.

Ms. Janel Ponder Smith asked if there are any gutters on the original part of the garage, and will gutters be placed on the house? Mr. Neal said there are no gutters on the original part of the garage, and he hasn't decided if he will add gutters to the house and clarified that the current request for approval is just for the detached garage.

Chairperson Medellin opened the floor to public comment. There were no comments made by the public. Chairperson Medellin opened discussions to the Commission. Chairperson Medellin stated that she was not completely sold on approving the dormer. Ms. Michele Derr asked if the existing dormer was original, and Mr. Neal stated he believed it was, and explained the existing dormer is just decorative.

Ms. Ponder Smith moved to consider the three proposals individually.

- 1) Install garage doors;
- 2) Gutters/downspouts; and
- 3) Install new dormer

Ms. Derr seconded the motion.

Chairperson Medellin took the motion to vote. It passed 8-0.

Ms. Derr motioned to approve installation of steel carriage overhead garage doors on the front (Grant St/west facade) and on the rear alley access side (east facade). Doors will be the same design, scale, proportion, panel pattern (top panel with two windows based on 'stockton' style specification sheet), and materials as the non-original existing carriage style garage doors on the 1934 portion of the garage.

Ms. Christy Graham seconded the motion.

Chairperson Medellin took the motion to vote. It passed 8-0.

Mr. Joel Hartmangruber motioned to approve placement of a gutter/downspout system on the west facade and sides of the detached garage to direct storm-water runoff away from the building and address existing drainage issues along the southern portion of the lot. Mr. Noros Martin seconded the motion.

Chairperson Medellin took the motion to vote. It passed 8-0.

Ms. Ponder Smith motioned to approve the new dormer to be installed on rear garage with the same slope, scale, texture and materials as original dormer and placed at the junction of the original building and the new addition to balance out the overall design and perspective of the garage. Materials will consist of flat hardie board with stucco, trim/flashing and class 4 shingles that match previously approved style.

Ms. Derr seconded the motion.

Chairperson Medellin took the motion to vote. It passed 8-0.

IV. Action Item: 2025 Meeting Schedule – Review & Adoption

Ms. Montgomery-Gagné presented the 2025 Landmark Meeting schedule. She pointed

out there usually no meetings scheduled for the months of July and December unless a special called meeting is necessary.

Ms. Michele Derr motioned to approve the 2025 meeting schedule.

Ms. Christy Graham seconded the motion. Chairperson Medellin took motion to vote. It passed 8-0.

Chairperson Medellin asked if there were any other items. There were no other items to be heard.

V. Other Business:

a) Monthly Reports: Depot Square Historic District

Ms. Graham invited everyone to the City of Lights Parade on Dec. 21st, festivities begin at 4:00pm, with a lot of local businesses open for the event. Santa will be in the central park area at 3:00pm. Parade begins at 7:00pm, and will be kicking off at 8th & Austin.

The Wichita Theatre will have the final performances of Anastasia at 2:00pm & 7:30pm. The Backdoor Theatre will have Singing with Christmas Friday, Dec. 20th at 7:30pm.

Ms. Graham noted the passing of Mr. Daniel Ahern, owner of the Iron Horse Pub. She highlighted that Mr. Ahern was very involved with all things doing on downtown.

West Floral Heights Historic District

Ms. Ponder Smith stated there were some concerns in the West Floral Heights area, one being 1601 Tilden where they have not sought approval for a driveway. There is a slab poured at the front of the house, which looks like it may be for a carport.

Staff indicated building inspectors spoke with the owners, and found out that they are changing their proposal. There was some concern, based on what the owners requested last year, as to what their intent is long term. In the schematic of the sample carport that the owners provided over a year ago, the metal shown is a tubular metal, that has been known to have a wind flight risk and is something that would not meet design guidelines. That metal tubular material is in no way similar construction to what the house is or what is in the historic district. The owners right now have a slab, flatwork, but have no permit. Ms. Montgomery-Gagné stated the project has a watch on it, because the proposal the owners requested last year is not within guidelines and would most likely be denied. The owners informed the inspectors that they would park a car on the slab, and move the fence.

Ms. Ponder Smith also noted an illegal demo of a rear garage has begun, which a stop work order was issued. The owner is in the process of submitting a design review application for the January meeting, but also added that she had been by the property and the garage looked like it should be torn down.

There is also a property on 10th Street that Ms. Ponder Smith was made aware of the fact that an owner was wanting to demo a garage. The property was not found, because an exact address wasn't given, nor was the last name of the owners given.

b) Updates: 2908 10th St – Carport Case; 1703 Hayes – Rear House Modifications
Ms. Montgomery-Gagné updated members on the 10th Street non-compliant carport. Mr. Rico, the owner, has not responded to any attempts to contact him by the city. He appeared before municipal court in December and pleaded not guilty, and requested a formal jury trial which may be scheduled for late February.

The Hayes Street project is still being revised by the owner. Mr. Banta has spoken with Ms. Montgomery-Gagné, and is trying to work with an architect to address the problems of scale and develop drawings requested by the Commission. This case is not expected to be reheard at least until February.

c) Distinguished Service – 10+ years: Lee and Derr

Ms. Montgomery-Gagné recognized Mr. Andy Lee and Ms. Michele Derr, who have been dedicated volunteers to our city for a combined total of 24 years, being on the board for the Landmark Commission and serving our community in many ways.

Mr. Lee and Ms. Derr were presented with framed certificates signed by Mayor Short in recognition of their service.

Applications are being accepted by the City Clerk's office to fill vacancies on all board positions. City Council will consider appointments at their Jan. 7th meeting.

2024 was the 75th anniversary of the National Trust.

Chairperson Medellin stated the next scheduled meeting will be January 28th at 12:00.

V. Adjourn:

Chairperson Medellin adjourned the meeting at 12:40pm.

Christy Graham

Ms. Marcela Medellin, Chairperson

1-28-2025
Date