

**WORK SESSION MINUTES
ST. JOSEPH LANDMARK COMMISSION
MEETING**

Tuesday September 3, 2019, 6:00 PM
1100 Frederick Ave., Third Floor Council Chambers, City Hall
St. Joseph, Missouri

MEMBERS PRESENT: Greg Hall
Joe Ann Brott
Lisa Rock
Pat Squires
Ted Hauser

MEMBERS ABSENT : Nigh Johnson
Ron Auxier
Cole Woodbury
Roger Martin

Staff Present: Nic Hutchison, City Planner
Scott Des Planques, Historic Preservation Planner
Bryan Carter, City Attorney
Ted Elo, City Attorney

2019 OCT -2 PM 3:56
CITY CLERK

Call to Order: 6:05 PM

Hauser appointed to chair the work session due to absence of Woobury and Martin.

1. ROLL CALL:

Auxier- absent, Brott- here, Hall-here, Hauser-here, Johnson-absent, Martin-absent, Squires-here, Rock-here, and Woodbury-absent. Five (5) Members present, quorum present.

2. APPROVAL OF AGENDA

- a. Hall made a motion to approve the agenda, with the stipulation that the meeting stays within its allotted time frame and each item receive no more than 10 minutes. If the item exceeds to minutes, it should be moved to the next agenda.
- b. Rock: Item C: There is not a CoA application included in the packet.

Hall motioned to approve the agenda as presented, Squires seconded.

VOTE: Brott- aye, Hall-aye, Hauser-aye, Squires-aye, Rock-nay. Four (4) ayes, One (1) nay

NEW BUSINESS

- a. CoA application for the installation of an antique iron fence along the north property line of 301 S. 12th Street.

- a. Des Planques – Move on to the next meeting since the applicant was not present.
- b. CoA Application for roof repairs and gutter replacement on the property at 1306 Francis Street.
 - a. Joanne Gray – 1306 Francis (applicant): presented photos of existing and proposed project.
 - b. Hall: conversation about back wash, guttering, strainer, and interior damage.
- c. CoA Application for demolition of a retaining wall historic feature, excavation of large section of rear yard and construction of new three-bay garage at 424 S. 9th Street a new Local Landmark.
 - a. Jennifer Baxter-Higgs – 424 S. 9th Street (applicant): presented photos of existing conditions, and proposed project/materials.
 - b. Hauser: Comments on existing conditions and concerns of site degradation.
 - c. The plans presented to the commission are not the current plan; there will not be windows on the accessory structure. The accessory structure will be approximately seven (7) feet from the finished grade.

3. OLD BUSINESS

- a. Review L.C. Design Guidelines
 - i. Hauser made comments that his son was able to review and said they were pretty good.
 - ii. Hall applauded staff for the initiative and getting the information out to the committee.
 - iii. Hauser made comments about the process, and wants to work to have the product finalized by the next meeting.
 - iv. Des Planques said that Lauren is planning to have the final version completed by November or December.
- b. Update on revising Sec. 31-179 to include a maximum fine to property owners who begin projects without a CoA and building permit.
 - i. Des Planques section of the code is 7-6 where the penalties are defined in the code.
 - ii. Rock wanted to know about terms of the fines and penalties.
 - iii. Des Planques stated that the first penalty is not less than \$100, second is not less than \$200, third is a fine of \$500, and subsequent violations is a fine of \$450. Each day that the violation continues, should be considered a separate offense.
 - iv. Hauser asked how it compares to what we have now.
 - v. Des Planques responded that he is not sure because he does not have Ted (legal) here to answer some of the questions. We have a stop work order that can be placed as well.

- vi. Isobel McGowan 809 Hall Street – questioned about the word “conviction”, and says that the words offense shall be used. She stated that conviction seems like something that would have to be determined by the court.
- vii. Brenda Reilly 301 S. 12th Street – Wanted to know how the process works, and how citizens could initiate the process for individuals who are doing work without approval.
- viii. Des Planques stated that the information about the work being completed needs to be sent to the Chief Building Official.
- ix. Hall stated that the Chief Building Official has the authority to issue a stop work order.
- x. Reilly stated that this process needs to be defined and implemented.
- xi. Rock asked if we have the ability to stop work that is being completed on the weekend or when city offices are closed
- xii. Des Planques responded saying that it would be a question for legal, and asked if there are any other boards that issue stop work orders.
- xiii. Hall provided clarification of the process with the Chief Building Official and stop work orders
- xiv. Rock restated the need to have a process that will stop work being done without certificates of appropriateness.
- xv. Hutchison defined the process for enforcement.
- xvi. Squires stated that there needs to be something more than a fine.
- xvii. Janet Sourk 902 Powell – Expressed concerns with the process and compared it to other building trades and the enforcement used to correct improper work.
- xviii. Hauser said that Scott is taking copious notes and will get it worked out.

4. PUBLIC COMMENT

- a. Shelley White 3306 Renick Street - presented to the council a grant opportunity through the State Historic Preservation Office. The grant will be an opportunity to designate Magoons on the National Register of Historic Places and also host a educational event with Strong Towns. She requested a letter of support from the Landmark Commission at the regular meeting.
- b. Kim Schutte - On behalf of the Historic St. Joseph Foundation presented on the update to the Old House Emporium.
- c. Isobel McGowan- provided an update on neighborhood revitalization and home tour.

5. ADJOURNMENT: Meeting adjourned at 6:59PM