



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

City of Springfield

INTEROFFICE MEMORANDUM

DATE: June 3, 2016

RE: Landmarks Board Meeting

Please, find attached the agenda for the Landmarks Board meeting on **June 8, 2016**. No tour is being offered.

Michael Sparlin

Michael Sparlin
Senior Planner

Landmarks Board

City of Springfield - Historic City Hall - Council Chambers
830 Boonville Avenue

June 8, 2016

5:30 p.m.



Wallis Nattinger (*pending oath of office*)

Real Estate Representative

David Eslick

Historian Representative

Len Eagleburger

At-Large Representative

Gary Bishop

Walnut Street Representative

Chair

Vacant

Architect Representative

Nancy Crandall

At-Large Representative

Vice-Chair

Paden Chambers

Commercial Street Representative

Kent Brown

Mid-Town Representative

Justin Stanek

At-Large Representative

I Roll Call

II Minutes

A. May 11, 2016

III Unfinished Business

A. Certificate of Appropriateness

B. Certified Local Government Review

1. Timmons Temple National Nomination

C. Pre-Application Review (none)

IV New Business

A. Certificates of Appropriateness

1. 149 Memorial Plaza - repair parapet wall

2. 300 W. Commercial - Construct new porch, replace windows and doors

B. Certified Local Government Review (none)

C. Pre-Application Review (none)

D. Local Historic Site Nomination Review (none)

V Communications

VI Reports

A. Report on committees (none)

1. Application (none)

2. Demolition

3. Historic Sites and Districts

a. Walnut Street Identification Signage

b. Mid-Century Modern - Potential Historic Structures

c. Ozarks Rock Structures Survey

4. Communications (none)

5. Awards and Recognition

a. Preservation Month Awards and Activities

6. Design Guidelines (none)

B. Administrative approval of C of A's

VII Any other matters that fall under the jurisdiction of the Board

1. Landmarks Board Training Session (July 20?)

VIII Adjournment

Note: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled

meeting.

MINUTES OF THE LANDMARKS BOARD

DATE: May 11, 2016

TIME: 5:30pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: Gary Bishop, (Chair) Nancy Crandall (Vice-Chair), David Eslick, Paden Chambers, Len Eagleburger, Kent Brown, and Justin Stanek. Absent: None. Staff members: Michael Sparlin, Senior Planner and Duke McDonald, Assistant City Attorney.

ROLL CALL:

APPROVAL OF MINUTES: The minutes of March 30, 2016 were approved unanimously.

UNFINISHED BUSINESS

Certificate of Appropriateness:

1033 E. Walnut: Tim Harris, 505 N. Glenstone Avenue, Pinnacle Sign Group on behalf of the Child Advocacy Center stated that they are presenting three options that are within the design standards and guidelines.

Mr. Harris presented options:

1. "subtle cast halo lighting from middle of the sign"
2. "subtle cast halo lighting from bottom of the sign"
3. "cast spot lighting"

They have terminated internal lighting of the sign. Option 3 is called spot lighting and it is the more traditional lighting, the other options are called cast lighting, and they are not internally illuminated. Option number 1 will give LED illumination to the sign and complies to the guidelines of Walnut Street. Option number 2 is using LED lighting at the bottom and is exposed in a shallow tray with a lip and this allows the lighting to halo and cast up. He noted that option 2 (two) would be the most desired and illuminate the wall sign the best.

Mr. Brown asked about the color cast of the illumination.

Mr. Harris noted that it is a white LED light, however could use any color that was preferred.

Mr. Eslick and Mr. Stanek both noted their appreciation to the sign company for the effort and collaboration with the board on their suggestions.

Mr. Bishop opened the public hearing.

Mr. Bishop closed the public hearing.

David Eslick made the motion to accept the Certificate of Appropriateness with option 2 "subtle cast halo lighting from bottom of the sign" as presented for 1033 E. Walnut. Justin Stanek seconded the

motion. The motion carried as follows: Ayes: David Eslick, Lean Eagleburger, Justin Stanek, Paden Chambers, Kent Brown, and Gary Bishop. Nays: Nancy Crandall. Abstain: None. Absent: None. Certified Local Government Review: Timmons Temple is being reviewed. Pre-Application Review: None

NEW BUSINESS

Certificate of Appropriateness:

1622 E. Walnut: Pat Horner, 910 E. Walnut. This is a home where we are moving to and would like to install an in-ground pool (18' x 36') with a 4' metal picket fence. The pool and the fence will be in the back and will not be able to be seen from the front. There will also be a tree removed that is currently in bad shape.

David Eslick made the motion to accept the Certificate of Appropriateness as presented. Nancy Crandall seconded the motion. The motion carried as follows: Ayes: David Eslick, Lean Eagleburger, Justin Stanek, Paden Chambers, Kent Brown, Nancy Crandall, and Gary Bishop. Nays: None. Abstain: None. Absent: None.

Mr. McDonald, Assistant City Attorney stated that the following Certificate's of Appropriateness did not meet the Sunshine Law requirement of the 24 hour advance notification with the City Clerk's office. Therefore they are to be tabled until the next Landmarks Board meeting.

Paden Chambers made the motion to table the Certificate's of Appropriateness (1040, 1046, & 1144 E. Walnut) to the June 9, 2016 meeting. Nancy Crandall seconded the motion. The motion carried as follows: Ayes: David Eslick, Lean Eagleburger, Justin Stanek, Paden Chambers, Kent Brown, Nancy Crandall, and Gary Bishop. Nays: None. Abstain: None. Absent: None.

Certificate of Appropriateness:

1040 E. Wanut: Tabled to the June 9, 2016 meeting.

Certificate of Appropriateness:

1046 E. Walnut: Tabled to the June 9, 2016 meeting.

Certificate of Appropriateness:

1144 E. Walnut: Tabled to the June 9, 2016 meeting.

Certified Local Government Review: None

Pre-Application Review: None

Local Historic Site Nomination Review: None

COMMUNICATIONS

None

REPORTS

Report on Committees: None

Application: None

Demolition: None, Michael will send out information when available.

Historic Sites and Districts: None

Mid-Century Modern - Potential Historic Structures: Drury Presentation

Drury University: Sandra Weddle, Professor - Art & Art History/Architecture, Drury University, 900 North Benton Avenue and is presenting research relating to Mid-Century Modern buildings in Springfield. The project is to provide the Landmarks Board with information, sources, and suggestions of topics and approaches to these buildings. Drury collaborated with Landmarks Board member, Paden Chambers at the 2012 exhibition at the Drury University Pool Art Center and an independent group from the American Institute of Architects (AIA), as well as a symposium at Drury last year called Design in the Middle. She is also compiling the research from the students and will forward to the Landmarks Board.

Students: JennaLee Sanders and Garrett Greele presented on Bissman houses

Student: Ryan L. Quigg presented on Emil Frei Art Glass (workshop)

Student: Grace Lounsbury presented on the Ashcroft Center

Mid-Century Modern - Potential Historic Structures: Drury Presentation

Ozarks Rock Structures Survey: Reminder of the 1st Friday Art Walk in June.

Walnut Street Identification Signage: None

Awards and Recognition: Timmons Temple work is continuing. Mr. Eslick gave a short update and hopefully Timmons Temple will be completed for next years May's Preservation month.

Design Guidelines: None

Administrative approvals of C of A's: None

ANY OTHER MATTERS THAT FALL UNDER THE JURISDICTION OF THE BOARD

Nancy Crandall and Paden Chambers will be attending the Certified Local Government (CLG) forum Friday, May 13, 2016.

Mr. Bishop stated that he commends Nancy and Paden for going to the event.

New Landmark Board Members: General discussion of getting new members to the Landmarks Board to replace vacant or expired term members.

ADJOURNMENT:

There being no further business, the meeting was adjourned at approximately 6:50pm by the motion from Justin Stanek and seconded from Nancy Crandall. The motion carried as follows: Ayes: David Eslick, Lean Eagleburger, Justin Stanek, Paden Chambers, Kent Brown, Nancy Crandall, and Gary Bishop. Nays: None. Abstain: None. Absent: None.



Michael Sparlin
for Executive Secretary



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

HISTORIC SITE

DATE: June 3, 2016

PROPOSAL:

1. Repair south elevation (front) parapet wall

BACKGROUND:

LOCATION: 149 Memorial Plaza

HISTORIC DESIGNATION: Historic Site – American Legion Memorial Home

APPLICANT: American Legion Post 69 - Robert Keller

RECOMMENDATION:

Staff recommends **approval** of this request with additional information regarding the preservation of the circular centerpiece on the parapet wall.

FINDINGS:

1. The request to replace in-kind is consistent with the Secretary of Interior's Standard for Rehabilitation. The Landmarks Board may request additional information regarding the preservation of the circular centerpiece on the parapet wall, as that was not mentioned in this request.

STAFF CONTACT:

Michael Sparlin
Senior Planner
864-1091

ATTACHMENT A
BACKGROUND REPORT
149 Memorial Plaza

APPLICANT'S PROPOSAL:

The applicant is requesting to repair the front parapet wall. It is proposed to replace the cap and brick in-kind by reusing existing brick where possible.

STAFF COMMENTS:

1. City staff received a service request that the parapet wall was leaning inward on the structure. Building Development Services staff has notified the American Legion Post that repairs must be made to secure the parapet wall.
2. The Secretary of Interior's Standard for Rehabilitation recommend retaining the historic character of the property and removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided. Furthermore, distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
3. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Zoning Ordinance and Building Code shall apply.

ATTACHMENT B
DESIGN STANDARDS & GUIDELINES
149 Memorial Plaza

ZONING ORDINANCE:

No specific design guidelines have been established by ordinance for historic sites. The Board has the authority to approve or disapprove the proposed application. A building permit will be issued to the applicant, even if the Board denies the application, sixty (60) days from the date of the application for the building permit.

SECRETARY OF INTERIOR'S STANDARDS:

The following standards would apply to this proposed alteration:

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
149 Memorial Plaza

History: This building was designed and built for the purposed, to be used as a permanent Past Home. The two story front is arranged for offices on both floors. At the entrance is a large open stairway in the lobby area. The lobby area and waiting room are entrances to the main office, a War Relic's Museum, a large oval auditorium, a kitchen area, and rest rooms. The second floor is an arrangement of offices and a meeting hall.

Below the auditorium is a large walk-out basement area that comprises a marble dance floor, a recreation room, a bar, a kitchen and storage room.

Additional Description: All buff brick veneer, Spanish Mission Revival style with detailed architecture. The front potion of the building has a flat roof while the larger rear portion is oval construction. The typical pent roof covered with red clay ceramic tiles above the first - second and fourth and fifth bays. The center bay has a patterned parapet rising in the center with terra-cotta caping. Beneath the pent roofs there is pronounced multi-arched banding to further decorate the building. Two second floor doors open out into a wrought iron enclosed veranda.

This structure was nominated to the local historic register by City Council on December16, 1985.



Application for Certificate of Appropriateness

E-PLANS INSTRUCTIONS

PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION

1. Pre-apply online at:
<https://www.springfieldmo.gov/payments/PLNPermitInfo.aspx?ptype=8005>
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only

Date Filed:	
Received By:	
Review:	
<input type="checkbox"/> Administrative	
<input type="checkbox"/> Landmarks Board	

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s):

Robert Keller

Date:

5-11-16

Please type or print name(s) clearly:

ROBERT KELLER

Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 149 Memorial Plaza

APPLICANT INFORMATION:

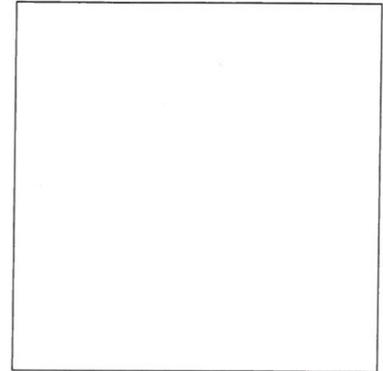
2. Name of current property owner: American Legion Post 69

If corporation: Corporate Official: Robert Keller

Mailing Address: 149 Memorial Plaza Springfield MO

Zip Code: 65806 Telephone: 417-862-6641 Fax: 417-862-6719

E-mail: americanlegion69@yahoo.com



(Corporate Seal)

3. AUTHORIZED REPRESENTATIVE:

(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):

Name: Robert Keller

Signature: Robert Keller

Mailing Address: 149 Memorial Plaza Spfld Zip Code: 65806 Fax: 417-862-6719

Telephone: 417-862-6641 E-mail: americanlegion69@yahoo.com

417-880-5189 cell

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)

Date of discussion: 5-5-16

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|---|--|---|
| <input type="checkbox"/> Addition (1,2, 3, 7) | <input type="checkbox"/> Handicapped Ramp (1, 2, 3) | <input type="checkbox"/> Sidewalk (1, 3) |
| <input type="checkbox"/> Awnings (2, 3, 4 or 5, 6) | <input type="checkbox"/> New Construction (1, 2, 3, 7) | <input type="checkbox"/> Siding (3, 4 or 5) |
| <input type="checkbox"/> Building Relocation (1, 2, 3, 7) | <input type="checkbox"/> Parking (1, 3) | <input type="checkbox"/> Sign (1, 2, 3, 6) |
| <input type="checkbox"/> Demolition (1, 2, 3, 7) | <input type="checkbox"/> Porch (1, 2, 3) | <input type="checkbox"/> Window (2, 3, 4 or 5, 6) |
| <input type="checkbox"/> Door (2, 3, 4 or 5, 6) | <input checked="" type="checkbox"/> Retaining Wall (1, 2, 3) | <input type="checkbox"/> Archeological Site (1, 3, 8) |
| <input type="checkbox"/> Fence (1, 2, 3, 5) | <input type="checkbox"/> Roof-New (3, 4 or 5, 7) | |
| <input type="checkbox"/> Guttering (2, 3, 4 or 5, 6) | <input type="checkbox"/> Re-roof (3, 4) | |
| <input type="checkbox"/> Other (specify): _____ | | |

- | | |
|------------------------------------|--|
| 1 – Site Plans | 5 – Product literature |
| 2 – Elevations | 6 – Drawings |
| 3 – Photographs | 7 – Exhibit C – Why proposed work should be approved |
| 4 – Sample of materials to be used | 8 – State historic Preservation Officer Comments |

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

WE PROPOSE TO MAKE REPAIR TO THE UPPER RETAINING WALL (PARAPAN WALL) AS FOLLOWS:

1. REMOVE THE UPPER CONCRETE STONE CAP
2. REMOVE THE UPPER BRICK
3. REPLACE THE CAP AND BRICK IN A FASHION AS TO BRING IT BACK AS CLOSE AS POSSIBLE TO THE ORIGINAL STATE. OUR PLANS ARE TO TRY TO REUSE THE EXISTING BRICK TO PRESERVE THE ORIGINAL FEATURES OF THE BUILDING.
4. ALL WORK WOULD BE CONTINGENT UPON APPROVAL OF THE HISTORICAL SOCIETY

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

WE ARE REQUESTING THE WORK OF THIS PROJECT BE COMPLETED DUE SAFETY CONCERNS AS RAISED BY THE CITY OF SPRINGFIELD.







LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

COMMERCIAL STREET HISTORIC DISTRICT

DATE: June 3, 2016

BACKGROUND:

LOCATION: 300 W. Commercial Street

APPLICANT: Vision Group Part, LLC

PROPOSAL:

1. On the east elevation (adjacent to alley)
 - a. Remove small portion of masonry wall for addition of a transom window
 - b. Replace threshold and original double leaf door with new double leaf door and transom.
 - c. Replace two (2) existing window units with new window units.

2. On the south elevation (adjacent to Blaine Street):
 - a. Cut opening into masonry wall for new door full glass door
 - b. Replace existing jalousie window with clad wood double hung window
 - c. Construct porch that is constructed of steel and redwood decking and supported by a concrete stem wall and steel and cable railing system.

RECOMMENDATION:

The request be **approved**, if the Landmarks Board can determine if the proposed rear alterations will not exceed the front in importance or emphasis.

FINDINGS:

1. The request is consistent with the Walnut Street Design Guidelines and Secretary of Interior Standards of Rehabilitation.
2. The Commercial Street Design Guidelines states, "when creating or upgrading a rear entrance, do not allow the rear entrance to visually exceed the front in importance or emphasis." Staff believes the proposed rear alterations are consistent with this guideline.

PROJECT COORDINATOR:

Michael Sparlin
Senior Planner

ATTACHMENT A
BACKGROUND REPORT
300 W. Commercial

APPLICANT'S PROPOSAL:

The applicant is requesting a Certificate of Appropriateness for new transom window, new door and replacement of two (2) window units on the east elevation. Also, a new door, new double hung window and construction of a porch on the south elevation (see attachments for complete proposal).

STAFF COMMENTS:

1. The proposed new doors, windows and porch will be placed at the rear and east of the lot and will not alter the view from Commercial Street. The Commercial Street Design Guidelines states, "when creating or upgrading a rear entrance, do not allow the rear entrance to visually exceed the front in importance or emphasis." The Board will need to determine if the proposed rear alterations will exceed the front in importance or emphasis. Due the porches different elevation to the street and therefore does not address the street elevation as prominently as the front, staff believes the proposed rear alterations are consistent with this guideline.
2. The Secretary of Interior Standards state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment. Staff believes that the proposed porch will not damage or destroy the historic character of the district and can easily be differentiated from the historic structure.
5. The Secretary of Interior's Standards for Rehabilitation Guidelines shall be used for all methods of removal, replacement and repair. Any attachments to the building wall shall be made to the mortar joints and not the brick.
6. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the COM-1 District, Zoning Ordinance and Building Code shall apply. Please, keep in mind that nothing can overhang into the public right of way without an executed encroachment agreement.

ATTACHMENT B
PERTINENT DESIGN GUIDELINES
300 W. Commercial

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION:

2. The historic character of a property will be retained and preserved. The removal of historic material or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property will be preserved.
9. New addition, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment.

COMMERCIAL STREET DESIGN GUIDELINES

Store Rears:

When creating or upgrading a rear entrance, do not allow the rear entrance to visually exceed the front in importance or emphasis.

Windows:

Maintain the clear distinction between first floors and upper floors. The use of horizontal moldings, awnings, or sign bands to emphasize this distinction should be considered. Renovation should maintain large areas of glass on the first floor. New construction should provide large areas of glass there, also.

Maintain the pattern created by upper-story windows and also their vertical-horizontal alignment.

Doors:

If the door must be metal and glass, call for a dark anodized finish rather than standard mill finish. Avoid overdecorating the door. Avoid fake historic doors.

Secondary Doors:

Additional front doors and rear doors are generally modest in design, placing greater visual emphasis thereby on the main entry.

Seek to use visually understated doors, fitted to the lines and massing of the facade. Lack of adornment is to be encouraged.

ORDINANCE REVIEW

In addition, the Zoning Ordinance states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Historic Landmark or Historic District or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
300 W. Commercial

ARCHITECTURAL SIGNIFICANCE:

1. The Architectural Survey that was completed on 300-308 W. Commercial stated the following:

This building is a two story, wood frame and masonry load bearing structure.... The second floor is accessible from the street.... The exterior is typical of the buildings on the street except the frieze at roof and above the front entrance is made from iron. The front entrance has a ceramic tile floor...

2. The narrative accompanying the Commercial Street Historic District's National Register nomination stated the following about this property:

Constructed between 1896 and 1902.



Application for Certificate of Appropriateness

****E-PLANS INSTRUCTIONS****

****PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION****

1. Pre-apply online at:
<https://www.springfieldmo.gov/payments/PLNPermitInfo.aspx?ptype=8005>
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only	
Date Filed:	
Received By:	
Review:	
<input type="checkbox"/>	Administrative
<input type="checkbox"/>	Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s): 

Date:
05/24/2016

Please type or print name(s) clearly:
Lyle Foster

Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 300 W. Commercial St.

APPLICANT INFORMATION:

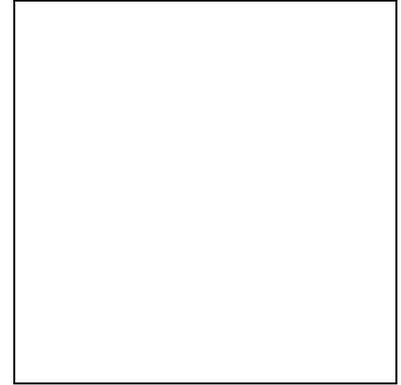
2. Name of current property owner: _____

If corporation: Corporate Official: Vision Group Part, LLC

Mailing Address: 300 W. Commercial St

Zip Code: 65803 Telephone: 417-763-2146 Fax: _____

E-mail: lfost8@aol.com



(Corporate Seal)

3. AUTHORIZED REPRESENTATIVE:

(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):

Name: Rufus L. Louderback

Signature: _____

Mailing Address: 312 W. Commercial St. Zip Code: 65803 Fax: n/a

Telephone: 417-873-2255 E-mail: rlouderback@nformarc.com

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)*

Date of discussion: 10/01/2015

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|---|--|--|
| <input type="checkbox"/> Addition (1,2, 3, 7) | <input type="checkbox"/> Handicapped Ramp (1, 2, 3) | <input type="checkbox"/> Sidewalk (1, 3) |
| <input type="checkbox"/> Awnings (2, 3, 4 or 5, 6) | <input type="checkbox"/> New Construction (1, 2, 3, 7) | <input type="checkbox"/> Siding (3, 4 or 5) |
| <input type="checkbox"/> Building Relocation (1, 2, 3, 7) | <input type="checkbox"/> Parking (1, 3) | <input type="checkbox"/> Sign (1, 2, 3, 6) |
| <input checked="" type="checkbox"/> Demolition (1, 2, 3, 7) | <input checked="" type="checkbox"/> Porch (1, 2, 3) | <input checked="" type="checkbox"/> Window (2, 3, 4 or 5, 6) |
| <input checked="" type="checkbox"/> Door (2, 3, 4 or 5, 6) | <input type="checkbox"/> Retaining Wall (1, 2, 3) | <input type="checkbox"/> Archeological Site (1, 3, 8) |
| <input type="checkbox"/> Fence (1, 2, 3, 5) | <input type="checkbox"/> Roof-New (3, 4 or 5, 7) | |
| <input type="checkbox"/> Guttering (2, 3, 4 or 5, 6) | <input type="checkbox"/> Re-roof (3, 4) | |
| <input type="checkbox"/> Other (specify): _____ | | |

1 – Site Plans

2 – Elevations

3 – Photographs

4 – Sample of materials to be used

5 – Product literature

6 – Drawings

7 – Exhibit C – Why proposed work should be approved

8 – State historic Preservation Officer Comments

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

The project consists of rear exterior improvements to the existing structure located at 300 W. Commercial St. These improvements include removal of existing masonry for new door & window openings, window & door installation in existing openings, and the construction of a rear porch along Blaine Street. In seeking a Certificate of Appropriateness, the project's primary goal is conformance with the Secretary of the Interior's Standards for Rehabilitation; including the construction of new openings and new rear porch that do not create a false sense of history in the district while also relating in terms of scale, materials and relationships to the context of Commercial Street.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

(See attachment for Exhibit C).

INSTRUCTIONS FOR FILLING AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Explanation of the Process

A Certificate of Appropriateness ensures that proposed work on the exterior of certain historic-designated properties conforms to the requirements established by that historic designation. A building permit cannot be issued for the proposed work until a Certificate of Appropriateness has been approved. Prior to submitting an application, you should discuss your project with Building Development Services to ensure you are not proposing something that violates the International Building Code. Even though you might receive a Certificate of Appropriateness from the Zoning & Subdivision Services staff or the Landmarks Board, the project must also comply with the International Building Code to receive a building permit.

For staff or the Landmarks Board to approve a Certificate of Appropriateness the following must be considered:

- A. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation;
- B. That the proposed work will be done in conformance with any design guidelines or standards that the Landmarks Board has established and adopted;
- C. For new construction, whether the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings;
- D. For demolitions:
 - the impact the proposed removal would have on the integrity and continuity of the Historic Landmark or Historic District of which it is part; and
 - the nature of the structure as a representative type; and
 - the condition of the structure from the standpoint of structural integrity and the extent of work necessary to stabilize the structure; and
 - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner; and
 - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- A. For archeological sites, the effect of the proposed project on the site and what actions are being undertaken to record and/or preserve the site.

Completion of the Application

The application must be completed in full and signed by the property owner (unless a power of attorney is provided to staff) for the application to be considered complete. Exhibits A, B and C (if applicable) will be included with the staff analysis that will be sent to the Landmarks Board if the request cannot be approved administratively.

Exhibit A

This exhibit provides basic information about the property and the applicant. If the applicant designates a representative and does not intend to attend the Landmarks Board meeting, it is important that the representative be able to commit to changes that may be suggested by the Board, otherwise the application may have to be table pending the applicant's response.

Exhibit B

It is important that Exhibit B be thoroughly completed because it provides essential background information that is used in staff's analysis of the request and the Landmarks Board's basis for approval. The process will proceed much quicker if staff and the Landmarks Board have a clear understanding of the proposed work. If you think additional information may be helpful in approving a certificate, you may include that information. If staff or the Landmarks Board determine additional information is necessary, they will request it. This may result in a two week delay if the Landmarks Board must table the request to receive the additional information.

In order for Exhibit B to be considered complete, the supporting information listed after each work item must also be included with the application. If the specific work is not listed, staff can assist in determining what supplemental data needs to be provided with the application. All supplemental documents must be submitted on a page size no greater than 11 inches by 17 inches.

Site Plans: A site plan is an outline or bird's eye view of a lot showing all structures, including fences and patios. It shows property lines, adjoining streets and alleys, building dimensions, locations of driveways and parking areas, the number of feet structures are set back from property lines, a north arrow, and the scale of the drawing if it is done to scale. Where site plans are required, submit one for the existing condition and one for the proposed condition. For minor work, such as a new sidewalk, only one site plan showing both the existing and new conditions is sufficient. If the proposed work is attached to an existing building rather than freestanding (i.e., a new sign on the front of a building that fronts directly on the street), a site plan may not be necessary. An aerial photograph can be substituted for a drawn site plan provided there is a scale and it is adequately labeled.

Elevations: An elevation is a drawing showing the view of a single side of a building, giving the location of all doors, windows, awnings, sign channel, roof pitch, etc. and the scale of the drawing if it is drawn to scale. Show all sides affected by the proposed work. Where elevations are required, submit one for the existing condition and one for the proposed condition. Photographs may be substituted for elevation drawings provided all details can be seen (not obscured by plantings or other structures).

Photographs: Photographs showing the existing condition of the area of proposed work are required for all applications. For example, if awnings are proposed for installation over windows and doors, photographs must be submitted for each side of the structure where awnings will be installed. The photographs should generally be in color and can be from a film or digital camera printed at a suitable size to distinguish relevant details. For most applications, digitally manipulated photographs can also be submitted instead of elevation drawings to show how the proposed work will look when completed.

Sample of materials to be used: It is often helpful for the staff and Board to see an actual sample of the materials proposed to be used, i.e., shingles, siding, bricks. If a sample cannot be obtained, literature describing the product can usually be substituted.

Product literature: Product literature comes from the manufacturer and usually can be obtained from the distributor or your contractor. It provides a description of the materials proposed to be used and helps in determining the suitability of that material for the proposed application. A sample of the material to be used can usually be substituted for product literature.

Drawings: A drawing is an illustration of the proposed work, such as a sign or a window detail.

State Historic Preservation Officer Comments: For archeological sites, you must submit comments and recommendations of the State Historic Preservation Officer concerning the effect of the proposed project on the site and what action(s) should be undertaken to record and/or preserve the site.

Try to describe the proposed work as simply as possible, but be sure to describe all the work to be done. When replacing a material be sure to identify the existing and proposed material, for example, when re-roofing specify composition, wood, slate, tile, asphalt or steel.

Exhibit C

Exhibit C is the applicant's primary opportunity to demonstrate why the Certificate of Appropriateness, for major alterations to historic structure or site, should be approved by the Landmarks Board. While Exhibit C may be included with any application, it is only required for the work indicated under Item 1, Exhibit B.

Suggested items of discussion for Why the Proposed Work Should Be Approved (Exhibit B) include.

- A. Explain how the proposed project conforms with the Secretary of Interior's Standards for Rehabilitation, including the following:
- Whether the property will be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
 - How the historic character of a property will be retained and preserved. (The removal of historic materials or alteration of features and spaces that characterize a property is discouraged.)
 - How the property will be maintained as a physical record of its time, place, and use. (Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, are discouraged.)
 - How changes that have occurred over time and acquired historic significance in their own right will be retained and preserved.
 - How distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 - Plans to repair rather than replace deteriorated historic features. (Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features should be substantiated by documentary, physical, or pictorial evidence.)
 - How the surface cleaning of structures, if appropriate, shall be undertaken. (The gentlest means possible should be used. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used.)
 - How significant archaeological resources affected by a project will be protected and preserved. What mitigation measures shall be undertaken if such resources must be disturbed.
 - How new additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. (The new work should be differentiated from the old but be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.)
 - How new additions and adjacent or related new construction will be undertaken so that if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired.
- B. Explain how the project conforms to local design guidelines or standards adopted by the Landmarks Board. Local

design guidelines generally take precedence over the Secretary of Interior's Standards for Rehabilitation. Local design guidelines have been adopted for the Commercial Street and Walnut Street Districts and the Mid-Town Neighborhood (historic sites only), and copies are available from the Zoning & Subdivision Services office.

- C. For new construction, discuss the extent to which the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings. It is not the intent to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility is evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the overall setting.
- D. For demolitions, discuss.
- The impact the proposed removal will have on the integrity and continuity of the Historic Landmark or Historic District of which it is part.
 - The nature of the resource as a representative type or style of architecture, socio-economic development, historical association or other element of the original designation criteria applicable to such structure or site.
 - The condition of the resource from the standpoint of structural integrity and the extent of work necessary to stabilize the structure.
 - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner.
 - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- E. For archeological resources, discuss the effect of the proposed project on the site and what action(s) will be undertaken to record and/or preserve the site.

Deadlines for filing an Application

The Zoning & Subdivision Services office accepts applications daily. If the application can be approved administratively, processing of the application will begin immediately. The Landmarks Board holds regularly scheduled meetings each month (contact the Zoning & Subdivision Services office for a current processing schedule). This application must be in the Zoning & Subdivision Services office no later than the application deadline date listed on the processing schedule (Generally 15 days prior to the meeting where the application will be considered). This application must be complete, or it will be returned to the applicant and will not be placed on the agenda.

Exhibit B

PROJECT SITE



Location Map



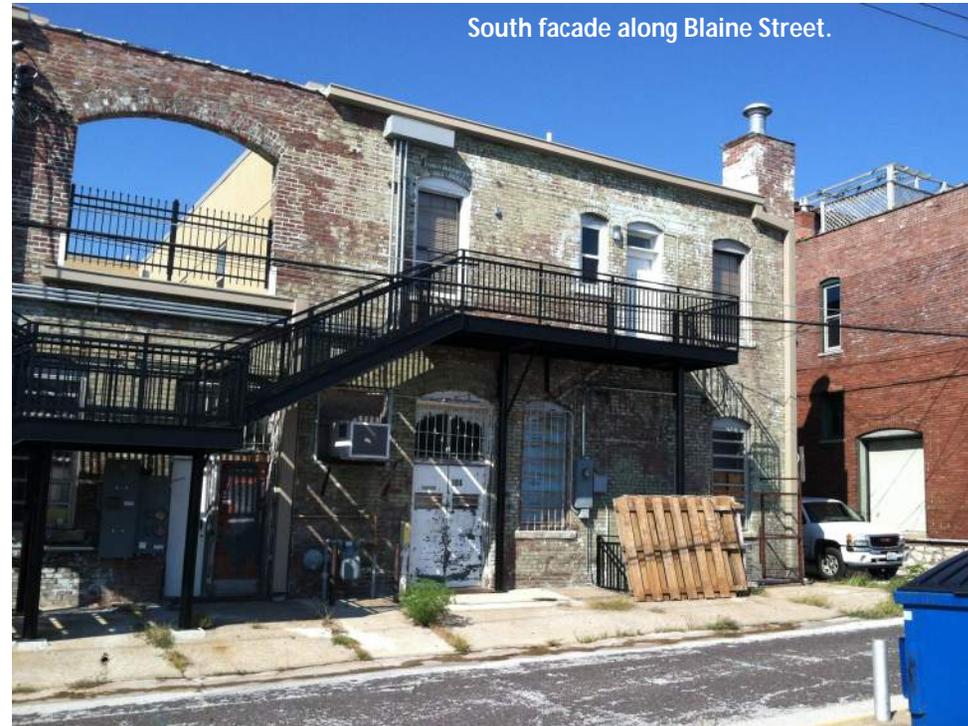
South facade along Blaine Street.



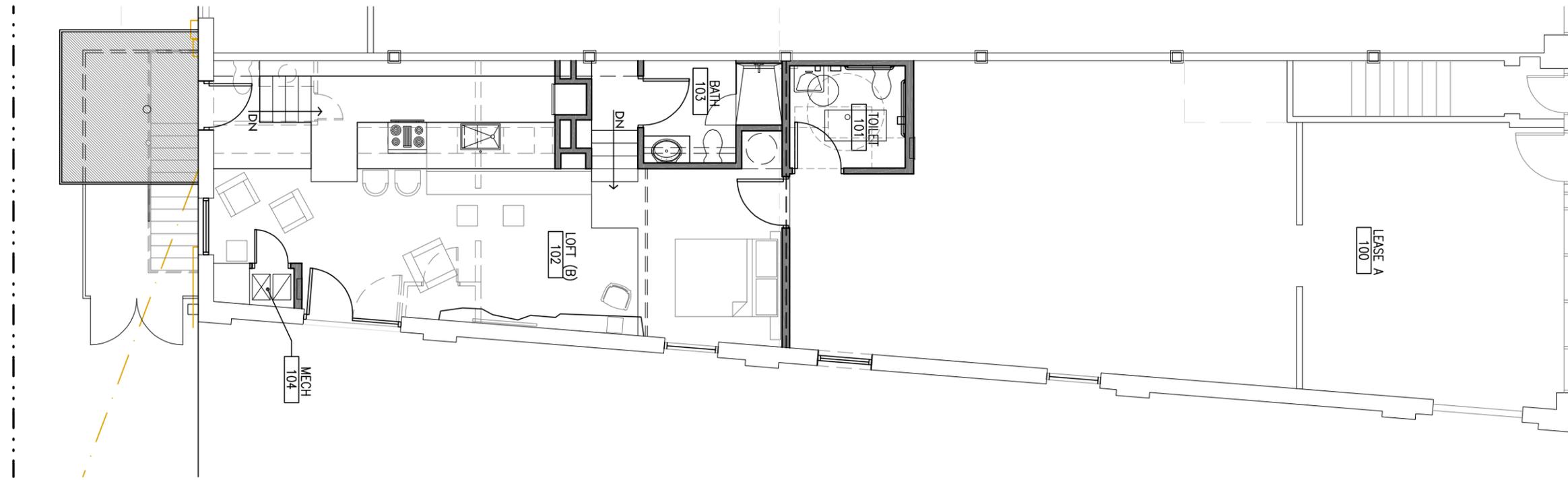
East facade & alley.



Existing double leaf door & transom.

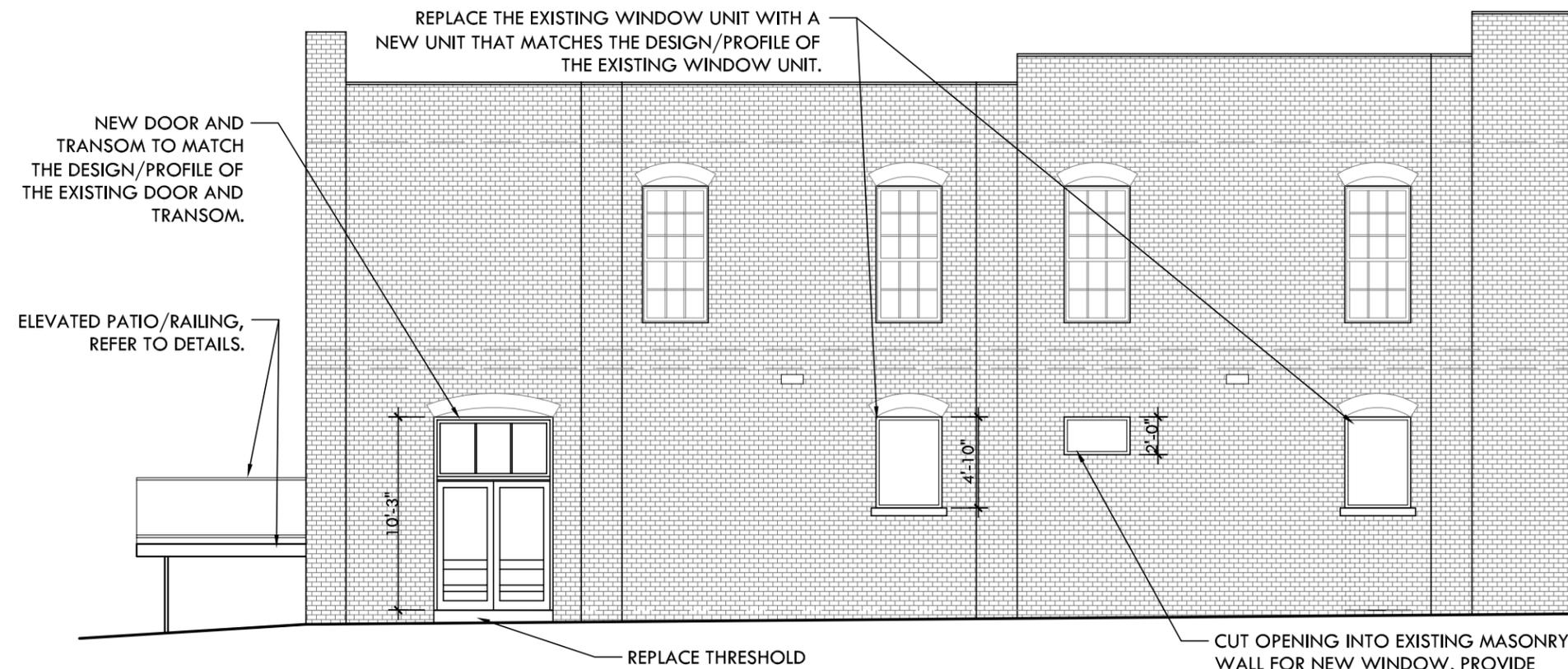


South facade along Blaine Street.



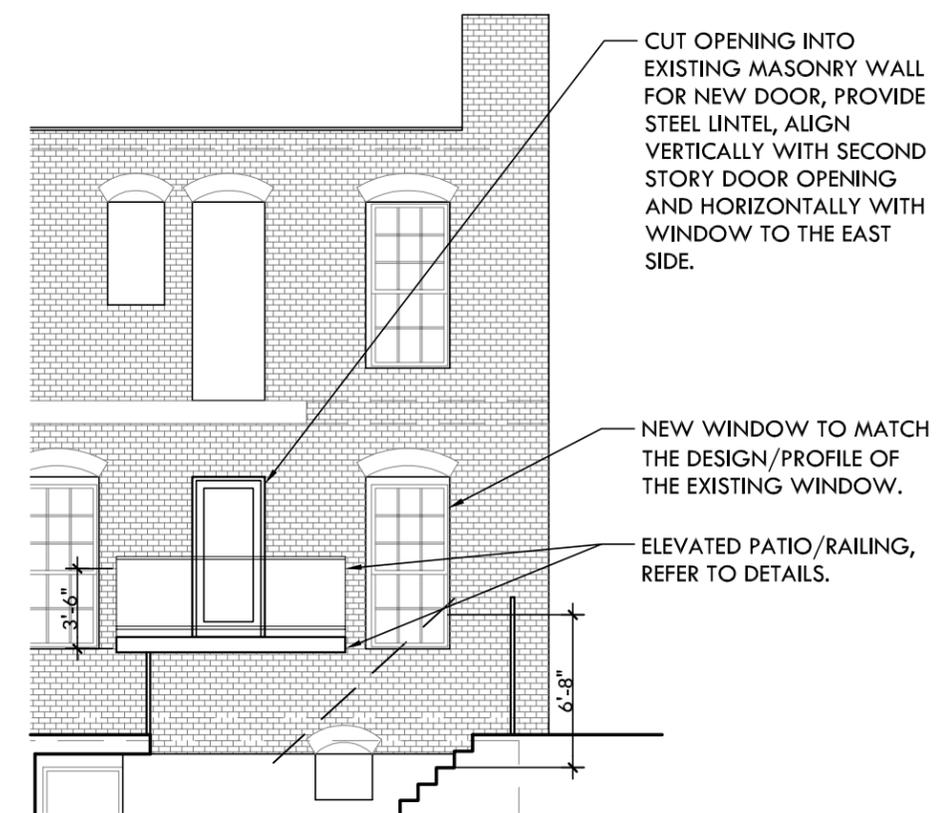
1 FLOOR PLAN

1/8" = 1'-0" 0' 4' 8' 12'



2 PARTIAL EAST ELEVATION (AT ALLEY)

1/8" = 1'-0" 0' 4' 8' 12'



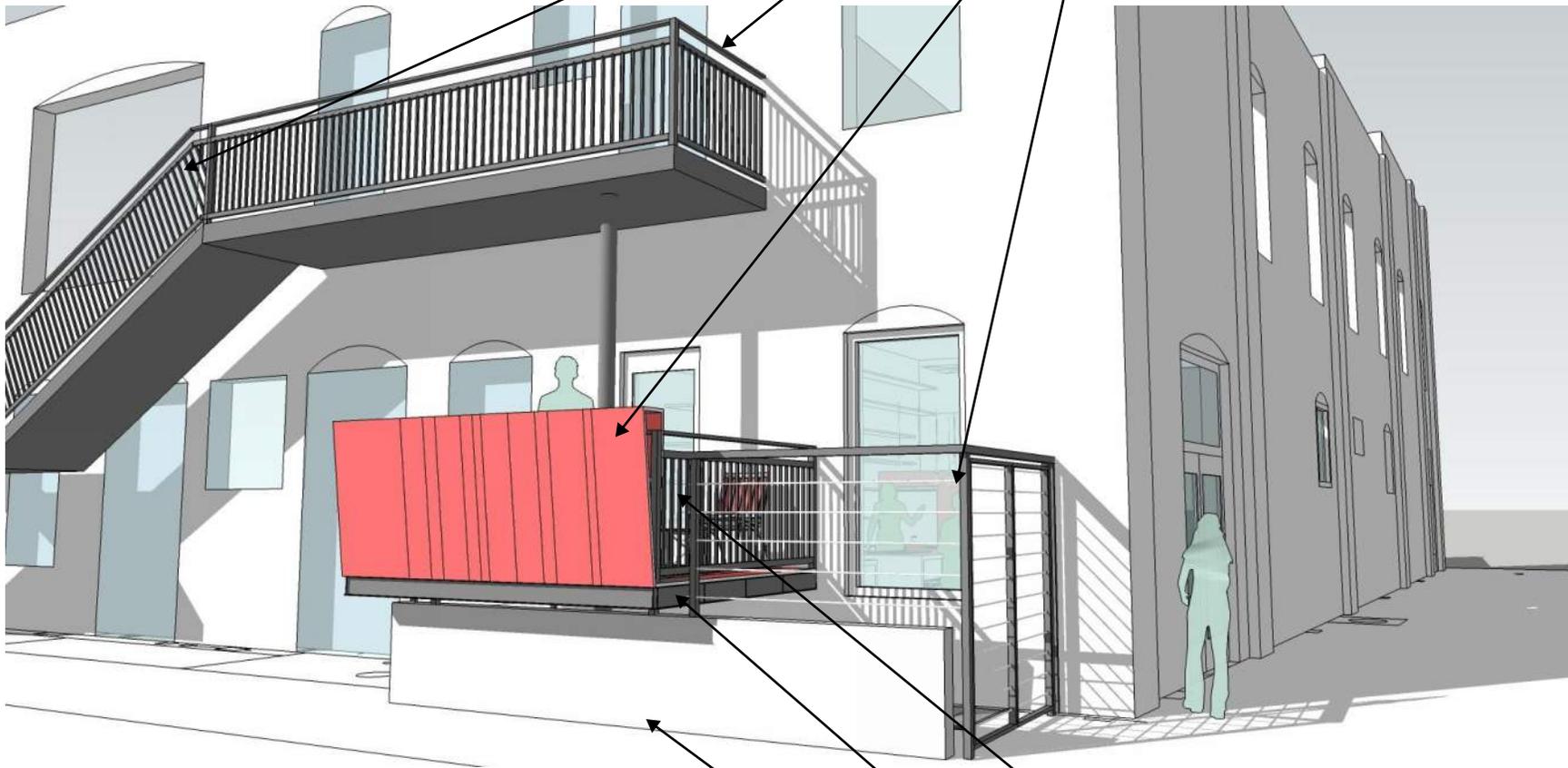
3 SOUTH ELEVATION

1/8" = 1'-0" 0' 4' 8' 12'

EXISTING LOFT EGRESS STAIR AND LANDING.

REDWOOD SIDING AND DECKING AT PATIO.

**CABLE RAILING SYSTEM WITH STEEL FRAME
TO SECURE ACCESS TO BASEMENT LEVEL.**



**STEEL RAILING SYSTEM TO MATCH EXISTING
LOFT EGRESS STAIR RAILING.**

**STEEL DECK FRAME AND SUPPORTS, PAINT TO
MATCH EXISTING LOFT EGRESS STAIR.**

**CONCRETE STEM WALL, BOARD FORMED
FINISH.**

WHY CHOOSE Pella® 450 Series

Wood Windows and Patio Doors

LOW-MAINTENANCE WOOD

Looks great year after year.

PELLA QUALITY FEATURES

Beautifully crafted,
priced competitively.

Pella 450 Series products offer many of the features found on our premium wood lines and cost less. You get beautiful wood interiors. Low-maintenance EnduraClad® exteriors. Fold-away casement window handles. A wide range of standard and special sizes, shapes and styles. And a choice of eight exterior cladding colors.

Our most popular options. Pella can stain, paint or prime the wood interiors of your Pella products for you. If you want the look of individual windowpanes, you can choose from several grille types and patterns.

Beautiful, low-maintenance exteriors.

Our strong wood frames with aluminum-clad exteriors arrive with the added protection of our durable EnduraClad finish in the color of your choice.

Exceptional wood protection.

Pella EnduraGuard® wood protection provides advanced protection against the effects of moisture, decay, stains from mold and mildew – as well as termite damage.



Exhibit C

EXHIBIT C: WHY WORK SHOULD BE APPROVED

The proposed exterior improvements to 300 W. Commercial Street are located along the first floor of the buildings south façade along Blaine Street and the east façade adjacent to the Commercial Street pass-thru/alley. These improvements follow the renovation of the first floor into a separate tenant and loft space. The client therefore wants to make the following improvements to the property:

MASONRY DEMOLITION

A limited amount of masonry shall be demolished on the east façade for a small transom window in the adjacent tenant space and on the south façade for a raised doorway leading from the lofts kitchen to the proposed porch. These new openings would align with existing second floor openings though would not mimic the brick arch and rowlock. The new openings would be supported by steel lintels that delineate the new openings from the old.

DOOR REPLACEMENT

An original double leaf panel door & transom is located on the east façade of the building. It is the intent to repair & repaint the transom and brick mold casing but a replacement double leaf door & threshold is needed that matches the same panel & glass profile of the original.

NEW DOOR INSTALLATION

An exterior full glass residential door will be installed in the new masonry opening along Blaine Street. The head of the doorway would match the spring point of the adjacent windows. This doorway would delineate itself from the historic panel doorways located on the east side of the building.

NEW WINDOW INSTALLATION – EXISTING OPENINGS

The jalousie window on the buildings south façade will be removed and replaced with a clad wood double hung window that matches the existing wood windows found on the building exterior façade. A brick mold casing profile would be used that is similar to the original double leaf door on the east façade.

Wood sheathing would be removed from the two existing transom windows on the east side of the building and replaced with a clad wood double hung windows. A brick mold casing profile would be used that is similar to the adjacent double leaf door.

NEW WINDOW INSTALLATION – NEW OPENINGS

A clad wood transom window will be installed in the new masonry opening in the east façade. The head of the opening would match the spring point of the adjacent transom windows. This transom window would delineate itself from the historic openings.

PORCH CONSTRUCTION

A small porch will be adjacent to the loft apartment along Blaine Street that is constructed of steel and redwood decking and supported by a concrete stem wall. The steel railings and elements will match the size and color of those used on the existing metal egress stair at the rear of the building. Adjacent to the porch a steel and cable railing system will provide secure access to the basement. The porch is designed to delineate itself from the existing historic building in materials and design while relating to the recently added egress stairway.