



HERITAGE COMMISSION

Heritage Commission meetings will take place via Zoom until further notice. You can view the meetings at the Salina Media Connection YouTube channel:

<https://www.youtube.com/channel/UCdD-ujKcVEmidcSVbGbMS0A>

To participate in the meetings, citizens will need to use the Zoom link – <https://us02web.zoom.us/j/83741394493>

The Zoom meeting can also be accessed by phone at 1-346-248-7799. Enter Meeting ID: 837 4139 4493 when prompted.

If citizens wish to speak, either during the public forum or when the Chair requests public comment on an item, citizens must raise their hand so that the meeting host can allow them to speak.

Citizens can also send written comments or questions to Heritage Commissioners via email at plangroup@salina.org

In order for the Commissioners to have an opportunity to review comments in advance of the meeting, please email your comments or questions by 12:00 p.m. Wednesday, prior to the 4:00 p.m. meeting.



AGENDA

**SALINA HERITAGE COMMISSION
MEETING VIA ZOOM
JANUARY 27, 2021
4:00 P.M.**

1. CALL TO ORDER / ROLL CALL / KOMA CONFIRMATION

- (1.1) Call to Order
- (1.2) Roll Call
- (1.3) Chair requests staff confirmation that Kansas Open Meeting Act required notice has been properly provided.

2. APPROVAL OF MINUTES

- (2.1) Approval of minutes of the Heritage Commission Meeting held on October 28, 2020.

3. NEW BUSINESS

Public Hearing Items

None

Administrative Items

- (3.1) Presentation of 2020 Heritage Commission Annual Report

Preliminary Discussion Items

None

4. UNFINISHED OR OTHER BUSINESS

None

5. PUBLIC FORUM

6. ADJOURNMENT

Record of this Meeting

This public meeting will be recorded by Salina Media Connection and available to view online free of charge at <http://www.salinatv.org/index.php/city-of-salina>. To receive meeting packets by email, subscribe to *Email Notifications* at <http://www.salina-ks.gov/content/18160/23455/23473/default.aspx>. Meeting DVDs and paper copies of meeting packets are available upon request (retrieval and/or duplication fees may apply). Please contact the Community and Development Services Department at building.services@salina.org or by phone at 785.309.5715 to request these open public records.



ADDRESSING THE HERITAGE COMMISSION

The public is invited to speak to the Heritage Commission during the public hearing portion of any item under discussion and during the Public Forum. Please raise your hand and after receiving recognition from the Chairman, approach the front, state your name, address and purpose for speaking.

Generally, the order of presentation after introduction of an item by the Chairman will be:

1. Determination if the applicant or his/her representative is present.
2. Brief presentation by the staff.
3. Comments by the applicant.
4. Comments by interested citizens.
5. Additional comments by the applicant and/or citizens, as appropriate.
6. Closing of public comment portion of hearing by Chairman.
7. Heritage Commission discussion and action.

Please note that in some cases, the Heritage Commission action represents a recommendation to be submitted to the City Commission. To file a protest petition on a Heritage Commission case, please contact the City Clerk's Office at 785.309-5735 within 14 days of the Heritage Commission decision. If you have any questions regarding the proposed case, please contact the Community and Development Services Department at 785.309.5720.



MINUTES

HERITAGE COMMISSION
CITY-COUNTY BUILDING, ROOM 107
WEDNESDAY, OCTOBER 28, 2020
4:00 P.M.

1. CALL TO ORDER / ROLL CALL

(1.1) Call to Order

Vice-Chair Silverman called the meeting to order at 4:00 p.m.

(1.2) Roll Call

Commissioners Present:

Daniel Baffa, Kyle Martin, Terri Seibel, David Silverman, Kale Helzer (Youth Member)

Commissioners Absent:

Alex Driskell, Maggie Gillam

City Staff Present:

Dean Andrew, Zoning Administrator; Dustin Herra, Assistant Planner; Margy Long, Development Coordinator

(1.3) Chair requests staff confirmation that Kansas Open Meeting Act required notice has been properly provided.

Mr. Andrew confirmed that the packet was posted and the required notice of today's meeting was provided.

2. APPROVAL OF MINUTES

(2.1) Approval of the minutes of the June 25, 2020 special meeting.

A motion was made to approve the minutes of the June 25, 2020 special meeting by Commissioner Baffa, seconded by Commissioner Silverman and carried by vote.

3. NEW BUSINESS

Public Hearing Items

- 3.1a Update on pending National Register of Historic Places nominations for properties within the City of Salina (former St. John's Hospital at 139 N. Penn, Teague-Nelson Building at 104-106 S. Santa Fe Avenue, boundary expansion of the nomination of the former National Bank of America building at 100 S. Santa Fe Avenue to include

the bank drive-thru structure on West Iron Avenue and former Lowell Elementary School at 1009 Highland).

Mr. Andrew presented the staff report regarding St. John's Hospital with visual graphics contained in today's meeting packet.

Mr. Baffa asked whether the National Register nomination has had delays or the application has been rejected by the National Park Service.

Mr. Andrew answered that the application has not been officially denied but staff has never seen a nomination drag on this long. He stated that since the developer is counting on both sets of tax credits, that might be a reason why there is nothing happening with the property.

Commissioner Silverman asked if the developer has contacted their legislators or Senator Moran.

Mr. Andrew stated that staff does not know all of the details. He stated that there has been contacts between Sunflower Development Group and staff about just using state tax credits and moving forward. He stated that the owner has the same vision for the property.

Commissioner Silverman asked when the application was submitted, to which Mr. Andrew answered March of 2019.

Commissioner Silverman asked whether the property has been sitting vacant since that time, which Mr. Andrew confirmed.

Commissioner Silverman asked what would be demolished on this property.

Mr. Andrew stated that the green tiled roof portion of the building would be maintained and the rest of the property would be removed.

Commissioner Silverman stated that 18 months is a long time for a building to sit vacant.

Mr. Andrew stated that staff has been watching over the site when available checking each door to make sure the site is secure. He stated that there have been people and animals that have gotten into the building and that staff has tried to ensure the building is kept secure to stop vandalism and weather related deterioration.

Commissioner Baffa asked if the building was being heated.

Mr. Andrew responded not to his knowledge.

Commissioner Silverman stated that they should make a recommendation to the owners to reach out to their legislators to see what is holding up the National Parks Service.

MOTION: Commissioner Baffa made a motion to recommend to the Sunflower Development Group that they reach out to their elected officials to get their assistance with the delay from the

National Park Service.

SECOND: Commissioner Silverman

VOTE: Motion passed 4-0.

Mr. Andrew stated that City staff has tried to watch over the building and there was a local contractor that was watching the site as well.

Mr. Andrew continued presenting the staff report regarding the NBA Bank and the Teague-Nelson Building with associated visual graphics contained in today's meeting packet.

Commissioner Silverman stated that with the amount of money that has been spent on renovating downtown, a historic district might be worth discussing.

Commissioner Baffa asked how many of the downtown businesses are being historically restored.

Commissioner Silverman responded that most all of them are on their exterior.

Mr. Andrew stated that Salina has a Downtown Design Review Board that reviews all exterior changes to downtown buildings. He stated that by having a historic district, developers and/or owners would have to go before both the Heritage Commission and the Design Review Board for the same project. He stated that there might be some way that a project could go before one and not the other but there would need to be discussions held with the City Attorney on that. He stated that the primary reason that Santa Fe Avenue has not been designated as a historic district is because of the double review. He continued that a consultant in the past made a statement that Salina has a Design Review Board that is a mini-Heritage Commission that enforces design standards but there are no financial incentives available to help owners conform with those design standards when they rehabilitate buildings.

Mr. Andrew stated that staff would have to work through the criteria, jurisdiction, review, staff time, etc. He continued that they do not want to create a situation where one board/commission would approve and one would reject a project. He stated that the Design Review Board has been active this year with fourteen (14) cases. He continued that there will need to be a discussion on how this could affect staffing and staff reports and how to resolve the question if the two boards sees exterior changes differently. He stated that communities around Salina (example: Abilene, KS) have a main street historic district.

Commissioner Silverman made a motion to reach out to the Design Review Board to discuss the possibility of creating a Santa Fe historic district.

Commissioner Baffa stated that he would like to see that end result but would like to see downtown businesses involved in the discussion in case they are not in favor of the historic district.

Commissioner Silverman made an amendment to his motion to include reaching out to downtown businesses as well.

Commissioner Baffa asked if Penny Bettles could be invited to the next Heritage Commission meeting, to which Mr. Andrew answered yes.

Commissioner Baffa stated that businesses might not be interested if there are certain requirements in order to be eligible for tax credits.

Commissioner Silverman stated that there has been a large amount of money put towards renovating downtown and asked staff if they had a dollar amount of those renovations.

Mr. Andrew stated that millions have been put into downtown on renovations to private property but he doesn't have a specific dollar amount.

Mr. Andrew stated that staff will talk with Salina Downtown Inc. and the Design Review Board regarding this discussion and that staff can include a background staff report regarding the implications of having or not having a historic district. He stated that those items could be completed without a formal motion.

A discussion ensued about when this meeting could take place and how it could be discussed over email. Mr. Andrew stated that boards are only meeting at a minimum of once a month but the meeting schedule may go back to normal in 2021.

Mr. Andrew continued presenting the staff report regarding the Lowell School update with associated visual graphics contained in today's meeting packet.

Commissioner Baffa asked if the southern building will be retained and stated that there are large piles of dirt in the area that used to be the playground.

Mr. Andrew stated that the building to the south is going to be included in the renovations and that he was unsure about the dirt piles. He continued that the plan includes building a parking lot to the east of the buildings and future single-family residential houses to the east of the parking lot.

A discussion ensued regarding the St. John's Hospital application and how the timeline has been longer than both Lowell School and the NBA Bank sites.

3.1b Update on Stiefel Theatre tower project.

Mr. Andrew presented an update letter from the Stiefel Theatre Board about their research on the exterior material of the tower.

Administrative Items

(3.2) Annual Business Meeting – Election of Officers

Mr. Andrew presented the staff report on who is eligible to be an officer.

Mr. Andrew opened the floor for nominations for Chair of the Heritage Commission.

MOTION: Commissioner Baffa made a motion to nominate Commissioner Silverman for the office of Chair of the Heritage Commission until August 31, 2021.

SECOND: Commissioner Seibel
MOTION: Commissioner Baffa made a motion that nominations cease
SECOND: Commissioner Martin
VOTE: Motion passed 4-0.
VOTE: Main Motion passed 4-0. (Silverman elected)

Mr. Andrew opened the floor for nominations for Vice-Chair of the Heritage Commission.

MOTION: Commissioner Silverman made a motion to nominate Commissioner Driskell for the office of Vice-Chair of the Heritage Commission until August 31, 2021.
SECOND: Commissioner Baffa
MOTION: Commissioner Baffa made a motion that nominations cease
SECOND: Commissioner Silverman
VOTE: Motion passed 4-0.
VOTE: Main Motion passed 4-0. (Driskell elected)

Preliminary Discussion Items

None

4. UNFINISHED OR OTHER BUSINESS

The next regularly scheduled meeting of the Heritage Commission is on Wednesday, January 27, 2021. Mr. Andrew stated that if there are any pressing applications the Chair will be notified to decide if a special meeting should be scheduled.

Chair Silverman asked for an update on getting listed on the Underground Railroad registry.

Mr. Andrew stated that staff was trying to get clarity from the National Park Service to see if there is a special requirement of monumentation or marker to be listed on the registry. He stated that the Heritage Commission can be an applicant for the registry as long as they are not trying to obligate the Parks Department or the City of Salina for anything. He continued that the gravesite can be listed on the registry without any monumentation. Staff is unsure if they want to have anything else that can be added.

Chair Silverman asked if they could get funding for item(s) if they got that funding from outside parties.

Mr. Andrew stated that simply listing the cemetery and the gravesite does not incur any costs or obligation on the City's part. He continued that if the Commission is wanting monumentation or a fabricated sign that would be installed and maintained, more people would have to be involved.

Chair Silverman asked if they can move forward with the application and worry about the signage later.

Commissioner Baffa asked if the grave is in the public cemetery.

Mr. Andrew answered that the grave is in the public portion of the cemetery and that there are listings with the National Park Service that are associated with the Underground Railroad in the Midwest. He stated that August Bondi has been listed as having involvement with the Underground Railroad and his gravesite is in the public portion of the cemetery. He continued that if there is other monumentation that the Commission wants to be on the gravesite, they would need approval from the Parks Department and the City Commission to ensure someone is responsible for maintaining that monumentation.

Chair Silverman asked if we can move forward with the application.

Mr. Andrew stated that they could move forward and if there is something supplemental moving forward, they can look over that in the future. He stated that staff has been communicating with the National Parks Service office in Omaha, Nebraska.

5. PUBLIC FORUM

John Burger, Assistant Planner, who recently retired after serving as staff liaison to the Heritage Commission for 29 years, was present at the meeting

Chair Silverman thanked John Burger, former City Planner, for all of his work and congratulated him on his retirement.

Mr. Burger stated that he has been very thankful for the opportunity to work with the Heritage Commission and stated it was very meaningful to him. His proudest moment was the listing of the Masonic Temple which then followed with seven more buildings as well as the improvements to the Stiefel Theatre.

Mr. Andrew stated that in 1990 the Dickinson Theatre gifted the Fox Theatre (now the Stiefel Theatre) to the City and stated that John Burger was the personal caretaker of the theatre for a number of years.

6. ADJOURNMENT

The meeting adjourned at 4:52 p.m.

Dr. David Silverman, Chair

ATTEST:

Dean Andrew, Secretary

Record of this Meeting

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TO: Mayor and City Commission
FROM: Dean Andrew, Secretary
DATE: January 27, 2021
SUBJECT: 2020 Heritage Commission Annual Report

INTRODUCTION

The Salina City Heritage Commission is pleased to submit its annual report of activities and accomplishments during 2020. Member attendance for the previous year is presented in **Exhibit A**. Heritage Commission membership, date of appointment and reappointment eligibility are detailed in **Exhibit B**. A listing of design review cases and National Register nominations heard by the Heritage Commission is attached as **Exhibit C**. A listing of Heritage Commission goals for 2021 is included in this report.

ACTIVITIES AND ACCOMPLISHMENTS

- The Heritage Commission conducted 2 Special Meetings and 1 Regular Meeting during 2020. One (1) Certificate of Appropriateness application that proposed the demolition of a designated historic property was submitted and reviewed by the Commission during 2020.
- The State Historic Preservation Officer (SHPO) submitted one (1) National Register nomination form to the Heritage Commission during 2020 requesting comments as a Certified Local Government on the eligibility of the Teague-Nelson Building at 104-106 South Santa Fe for the Register of Historic Kansas Places and the National Register of Historic Places. As the reviewing agency under a Certified Local Government Agreement with the SHPO, the Heritage Commission reviewed and received public comment at an advertised public hearing and endorsed the nomination of the Teague-Nelson Building based on the National Register Criteria for Evaluation provided by the National Park Service. The Heritage Commission recommendation and meeting minutes were forwarded to the SHPO. The property was entered on the Register of Historic Kansas Places by the Kansas Historic Sites Board of Review. The nomination was forwarded to the National Park Service but the Park Service did not find that the building was architecturally or historically significant enough to warrant National Register status.
- No nominations were submitted during 2020 requesting local landmark designation or the creation of a new or expanded historic district.

EDUCATION

- The Salina Heritage Commission maintained its membership in the National Trust for Historic Preservation, the National Alliance of Preservation Commissions and the Kansas Preservation Alliance in 2020. The memberships provide timely information regarding initiatives in preservation planning in other jurisdictions.

MEMBERSHIP INFORMATION

- David Silverman was elected to the office of Chair and Alex Driskell was elected to the office of Vice-Chair at the annual business meeting in September.
- Daniel Baffa served as Planning Commission representative on the Heritage Commission during 2020. He was appointed by the Mayor to serve on the Commission again in 2021.
- The Heritage Commission is a seven (7) member board. Commission member Amanda Blechle resigned in January 2020. The terms of Commission members John Reynolds and Bill Tuzicka expired in August. Youth members Adelaide Easter and Braden Stack also left the Commission in August. Maggie Gillam, Kyle Martin and Terri Seibel were appointed as new members in August. Kale Helzer was appointed as a youth member. The Commission now has six (6) appointed members. One opening exists for a Citizen-at-Large.

STAFF INFORMATION

Krystal Norris, the City's Development Coordinator, left employment with the City in March. Her duties have been taken over by Margy Clem. Sue Cline, Development Services Supervisor, retired in April. Her duties have been taken over by Shandi Wicks. Assistant Planner John Burger retired in September. This position has not yet been filled. Dean Andrew and Dustin Herrs currently make up the Planning staff. Lauren Driscoll is the Director of Community and Development services.

GOALS AND OBJECTIVES FOR 2021

1. Actively assist property owners in nominating their properties to the National Register of Historic Places and/or Register of Historic Kansas Places to qualify for preservation incentives such as the State and Federal Rehabilitation Tax Credits Program and the Kansas Heritage Trust Fund.
2. Develop and adopt a standardized review process and review procedures for requests to place historical and commemorative markers on public and private property.
3. Encourage the enactment of other economic incentive programs to promote preservation and rehabilitation of Salina's historic properties and neighborhoods.

4. Research and discuss the feasibility of creating a Downtown (Santa Fe) Historic District with the Salina Business Improvement District No. 1 Board of Advisors and Design Review Board.
5. Work with the National Park Service to get the August Bondi gravesite added to their Underground Railroad historic sites inventory.

Respectfully submitted,

Dean Andrew
Heritage Commission Secretary

**EXHIBIT A
2020 HERITAGE COMMISSION ATTENDANCE**

2 Regular Meetings, 1 Special Meetings held during 2020

	Reg. Mtgs. Attended	Spec. Mtgs. Attended	Total Mtgs. Attended	<u>Percentage</u>
Baffa, Daniel*	2 of 2	1 of 1	3 of 3	100%
Driskell, Alex	0 of 2	1 of 1	1 of 3	33%
Martin, Kyle	1 of 1	0 of 0	1 of 1	100% (Appointed 9-1-20)
Reynolds, John	1 of 1	1 of 1	2 of 2	100% (Term Expired 8-31-20)
Seibel, Terri	1 of 1	0 of 0	1 of 1	100% (Appointed 9-1-20)
Silverman, David	2 of 2	1 of 1	3 of 3	100%
Tuzicka, Bill	1 of 1	1 of 1	2 of 2	100% (Term Expired 8-31-20)
Easter, Adelaide**	0 of 1	0 of 1	0 of 2	0% (Term Expired 8-31-20)
Stack, Braden**	0 of 1	1 of 1	1 of 2	50% (Term Expired 8-31-20)
Helzer, Kale**	1 of 1	0 of 0	1 of 1	100% (Appointed 9-1-20)

* Planning Commission Representative

** Youth Member

**EXHIBIT B
SALINA CITY HERITAGE COMMISSION
MEMBERSHIP ROSTER**

<u>Name</u>	<u>Bus. Phone</u>	<u>Bus. Address & Email</u>	<u>Home/ Cell</u>	<u>Mailing Address</u>
ALEX DRISKELL (VICE-CHAIR) (Attorney) Appt. 9/1/19 Term Exp. 8/31/22		acdrisk@gmail.com	217-820-1792	1225 Louise Lane
MAGGIE GILLAM (Architect) Appt. 9/1/20 Term Exp. 8/31/23		Jones Gillam Renz Architects mgillam@jgrarchitects.com	785-577-6710	860 S. Santa Fe
KYLE MARTIN (Citizen-At-Large) Appt. 9/1/20 Term Exp. 8/31/23		Salina Vortex Corporation eph320@cox.net	785-787-9538	605 S. Santa Fe
TERRI SEIBEL (Real Estate Professional) Appt. 9/1/20 Term Exp. 8/31/23		Salina Homes terri@salinahomes.com	785-819-3335	2619 Linda Ln.
DR. DAVID SILVERMAN (CHAIR) (Arch. Historian) Appt. 9/1/18 Term Ex. 8/31/21	823-1214	Kansas Wesleyan University 100 E. Claflin david.silverman@kwu.edu	643-7172	164 Overhill Rd.
DANIEL BAFFA (Planning Commission Representative)		danbaffa1@yahoo.com	620-271-8891	2424 Drake Pl.
VACANCY (Citizen-At-Large)				
KALE HELZER (Youth Member) Appt. 9/1/20 Term Exp. 8/31/21		High School (Grade 10) helzerkale@gmail.com	785-342-7677	1008 E. Elm Street

(Rev. 1-27-21)

EXHIBIT C
HERITAGE COMMISSION
2020 Cases

Application #CA20-1, filed by Don Marrs, requesting the approval of a Certificate of Appropriateness to allow the demolition and removal of the structure located on the following described property:

Lot 23 and the North 24.6 ft. of Lot 25 on Santa Fe Avenue and Lot 24 and North 24.6 ft. of Lot 26 on Fifth Street in the Original Town (now City) of Salina, Saline County, Kansas which is addressed as 342 North Santa Fe Avenue.

The City of Salina designated this structure as a Heritage Conservation Property in 1997 due to its architectural and/or historical significance. Demolition request for brick warehouse building approved (5-0) at June 25, 2020 special meeting.