

**CITY OF WILDWOOD
RECORD OF PROCEEDINGS**

**MEETING OF THE HISTORIC PRESERVATION COMMISSION
CITY HALL – COMMUNITY ROOM
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
November 22, 2016**

I. Welcome and Roll Call

Meeting: Tuesday, 11/22/16, 6:43 p.m., City Hall, Community Room.

Attending: Acting Chair Barth, Commissioner Rosener, Commissioner Jeter, Alternate Thompson, Commissioner Wojciechowski [arrived after roll call at 6:57], Council Member Liaison Cullinane, Council Member Liaison DeHart, and Planning and Zoning Commission Liaison Gragnani

Absent: Commissioner Sahm and Commissioner Long

Staff: Director of Planning Joe Vujnich and Senior Planner Terri Gaston

II. Opening Remarks and Chair Comments

Acting Chair Barth welcomed everyone in attendance to tonight's meeting and thanked those members that also attended the Historic Markers ceremonies for Fox Creek and Centaur [Barth, Rosener, Jetter, Thompson, Cullinane, Gragnani, Vujnich, and Gaston]. The Commission also thanked staff members for accommodating dinner, between the ceremonies and the regular session, this evening.

A motion made by Commissioner Rosener, seconded by Commissioner Jetter, to amend the agenda and proceed with Item VI.a.i 19305 Jaeger Farms Drive Demolition Request, as the first item of discussion. The motion passed unanimously and the agenda was modified accordingly [4-0].

III. Review of Proposed Zoning/Plats/Site Development Plans/Demolition Requests

a. Ready for Action – One (1) Item

- i. 19305 Jaeger Farms Drive (Locator Number 23Y440043), owned by Richard and Rebecca Vestal, c/o Kevin Miller, Work Horse Construction Group. The single-family dwelling contains the original log-cabin home and was constructed in 1880, according to St. Louis County Real Estate Records. A Zoning Authorization for the dwelling's demolition was submitted to the Department of Planning on November 15, 2016. (Ward One)**

The Commission discussed the timeframe in which to hold a site visit to this property to consider the demolition request. The date was set for December 15, 2016, at 3:30 p.m.

- b. Not Ready for Action – No Items

The Commission took a short break at 6:57pm, then reconvened the meeting at 7:02.

IV. New Business

- a. Ready for Action – One (1) Item

- i. **Public Hearing – H.R. 1-16 Ryan L. and Katherine C. Dingley, 16002 Surfview Court, Wildwood, Missouri, 63040 - A request to place a single-family dwelling, which is located at 2550 Eatherton Road (Locator Number 24V530032), known as The Cottage in Wildwood, c. 1918, per St. Louis County Tax Records and City of Wildwood’s Historic Building Inventory [Survey 2014-15, Page 50 of 298], on the City’s Historic Register. This tract of land is zoned C-2 Shopping District. The property owners submitted an application to place this building onto the City’s Historic Register with the intent of its reuse as a retail business/restaurant, with possible waivers to and/or incentives for such, which can only be considered by the City Council, if historic preservation goals are met. (Ward Eight)**

Chair Barth called the Public Hearing to order and provided the Commission and audience an outline of procedures for such, then Senior Gaston read the request into the record. Director Vujnich noted the pre-conference held in October briefed the Commission on the petitioners’ request for placing the dwelling, known as ‘The Cottage in Wildwood,’ circa. 1918, on the City’s Historic Registry. The petitioners wish to repurpose the existing historic home into a retail/restaurant business; tonight’s hearing was held for the benefit of the public to comment on such request, which would be followed by the Department’s Information Report to the Commission at a future meeting. Senior Planner Gaston presented a Powerpoint slideshow, which described pictures taken of the surrounding area and the subject dwelling and accessory structures.

The petitioners, Ryan and Kathy Dingley, who have lived in Wildwood for the past six (6) years, believe this historical area in the Town Center provides a wonderful opportunity for their proposed wine shop/tapas bar. The emphasis would be on providing specialty wines, with a small menu and outdoor seating. The existing deck would be replaced with a large patio and extensive landscaping. It was their intent to keep the building as authentic as possible, retaining the bungalow style, and maintaining the characteristics of the area’s

other businesses in historic structures, such as The Porch and Imogene's Tea Room.

The Commission congratulated the petitioners for their initiative in seeking the City's Historic Register first, proceeding with rezoning [i.e. C-2 to C-8] consideration thereafter. Other discussion items included maintaining historical accuracy of the bungalow style during renovations, careful selection of materials [i.e. stone and hardiboard are preferred over vinyl], incentives of being listed on the register [i.e. waivers to roadway improvements and/or parking requirements]. The latter of these was commented upon by Mr. Jim Schmidt, 2448 Eatherton Road, noting this roadway is rather narrow, but heavily utilized by the area's businesses, which draw many patrons and results in parking issues. Director Vujnich responded by ensuring pedestrian improvements would be made along the west side of right-of-way, given the existing pavement is situated more towards the eastern edge of it. Parking would be closely examined and dependent upon rezoning requirements.

There being no other public comments, Chair Barth closed the hearing at 7:47 p.m.

- b. Not Ready for Action – No Items

V. Old Business

- a. Ready for Action – One (1) Item

- i. **Discussion on archiving documents from the City's incorporation that are currently being stored at Old Pond School and City Hall. (Wards - All)**

Senior Planner Gaston referred to the information, provided as part of the Commission's packet, compiled on document imaging services, which resulted in identifying twenty-one (21) companies located in the St. Louis Metro Area. However, after contact with each, only eight (8) of them do actual document handling and scanning, while the others consisted of storage facilities, shredding/disposal of documents, software for 'DIY' scanning, and one legal firm regarding interpretation of documents.

Of the eight (8) companies researched, only two (2) were able to provide a quote: Xact Data Discovery and Data Dash Inc., the latter having a representative present at tonight's meeting to brief the Commission on the provided quote and answer any questions they may have regarding such. Ms. Gaston introduced Jennifer Thomas, Senior Account Executive for DDI.

Ms. Thomas noted DDI has been in the business of technology solutions since 1991, providing top-quality service. Their document imaging follows a double-check standard for quality, clarity, and a high level of handling controls. DDI can provide different mechanisms for uploading and storage of documents [i.e. CD, DVD, hard-drive], as well as set-up of a general repository for accessibility.

Discussion among the Commission, including Pat Koslowski, followed with regard to determining what should be scanned, such as pulling out only Wildwood historical data from publications versus scanning the entire publication and the time involved in preparing and indexing the documents for scanning, while eliminating the duplicate information. Ms. Koslowski provided staff a follow-up email to the Department, requesting no action at this time [copy attached].

b. Not Ready for Action – Two (2) Items

- i. An offer from Mary Guise to sell to the City of Wildwood the original logs from the Heege-Boxwood Log Cabin. (Wards - All)
- ii. Services from Rosener Nursery & Landscaping, Inc. for design and fabrication of a new sign for Kohn Park [originally presented for the Centaur Historic Marker sign post]. (Ward One)

VI. Approval of Meeting Minutes from the Historic Preservation Commission.

A motion was made by Commissioner Rosener, seconded by Commissioner Jetter, to approve the Commission's regular monthly meeting minutes for October 27, 2016, as prepared by staff. Acting Chair Barth declared the motion approved, after an affirmative and unanimous voice vote [5-0].

VII. Projects-Initiatives-Efforts Updates

- Celebrate Wildwood 2017
- Historic Marker Program
- Historic Preservation Training & Workshops
- City Projects' Updates
 - AI Foster Memorial Trailhead Project
 - Belleview Farms - Master Plan
 - Connector Trail along Meramec River
- CLG Report – first draft review
- Other

Director Vujnich noted the spreadsheet on event feedback regarding the **Celebrate Wildwood Event** was completed and provided as part of this project update. Also included is a summary of the Points of Interest from 2014-2016, as well as a draft outline of new locations for 2017. This list consists primarily of public schools [elementary (4), middle (3), senior and college levels (2)], the Wildwood Family YMCA, and Rock Bethel Church – the latter of which was established during the timeframe for Chapter 2 of the Wildwood History Book and the focus for the 2017 event [1776 – Revolutionary War to 1865 – Civil War]. Again, it was noted that work sessions could be eliminated by simply holding regular meetings a ½-hour earlier for discussion regarding the event. It was proposed to begin the earlier meeting timeframe after the New Year, dependent upon the number of agenda items.

The unveiling ceremonies for the Fox Creek and Centaur **Historic Markers** were held earlier today and well-attended by most of the Commission. The Director will arrange a meeting with Tom and Lisa Kelpé, after the holidays, for location considerations for the Kelpé Historic Marker. Easement documents for Grover and Melrose signs are underway by the City Attorney and staff, while the Orrville Marker is still being considered as part of the bridge replacement project.

Historic Preservation Training & Workshops: As a reminder, the State’s Annual Historic Preservation Conference, typically held annually in October, was moved to May 2017, due to scheduling issues with the City of Hannibal, Missouri. Again, Director Vujnich would welcome the entire Commission attending it as a group. The annual 2017 Missouri Certified Local Governments (CLG) Forum, held in Jefferson City, will be on April 7th.

Another draft of the annual **CLG Report** was provided to the Commission, this time in the re-formatted layout for the 2015-16 version, which also includes four (4) new sections not previously requested by SHPO. Senior Planner Gaston requested the Commissioners’ reviews of the highlighted sections, pertinent to their individual backgrounds and activities, providing the Department any changes no later than December 22nd to meet the submittal deadline on December 30th.

Director Vujnich provided detailed updates, per his report dated 11/22/2016 [reference page 2]. In summary: **Al Foster Memorial Trailhead** - majority of project completed, with the restroom facility being installed January/February 2017; **Belleview Farms** - Planning and Parks Committee will be requesting lease extension for Phase 1 improvements; the **Manchester Road Streetscape Project – Phase 3** – design and engineering for this last section is complete and easements and/or dedication requests to abutting property owners are underway by staff.

Director Vujnich talked with Phillip Karst regarding the last considerations to be made for the donation of the **Essen Log Cabin**, which include contractor selection for re-assembly, site selection for it re-assembly, and deciding its future use, once completed.

The City was made aware of the **Pond Inn** sale to RL Jones Properties. While no plans have been submitted to the City, any re-use of this property would require sanitary connection to MSD and Commission consideration to building changes.

The appraisal for the **Wild Horse Creek Road Historic Cemetery** was under contract, as of mid-October, with a nominal scope-of-work change for further research by Jeff Noyes of the August Group Inc.

Old Slave Cemetery Site appears to have not been affected by the December 2015 flood event.

VIII. Closing Remarks and Adjournment

There will be no regular monthly meeting of the Commission for December; however, as discussed earlier during tonight's meeting, the Commission will hold a site visit at 19305 Jaeger Farms Drive, regarding the demolition request, on December 15, 2016, at 3:30 p.m.

The next regular monthly meeting of the Commission would be held on Thursday, January 26, 2017.

Dr. Gragnani noted the Wildwood Car Club would hold it last Car Cruise of 2016 on December 3rd, meeting at Big Chief Roadhouse Grill, on Manchester Road, aka *Historic Route 66*!

Director Vujnich wished all a Happy Thanksgiving and hoped everyone enjoys the holiday season!

A motion was made by Commissioner Rosener, seconded by Alternate Thompson, to adjourn the meeting. The meeting adjourned at 9:18 p.m. with a unanimous voice vote [5-0].

Terri Gaston

From: Don Kozlowski <dkozandpat@aol.com>
Sent: Tuesday, December 06, 2016 6:12 PM
To: Joe Vujnich
Cc: Terri Gaston
Subject: Incorporation History Project

Hi, Joe and Teri,

Just a brief heads up to let you know that this project is definitely not ready to begin. The City should put on hold any consideration of hiring anyone at this time. The "sorting" has really just begun. I would estimate that it will be next year before any action on your part will be necessary.

Sue and I may come by some day next week just to look at what is there. I'll let you know as soon as I do when that might be.

Thanks,

Pat Kozlowski