

Certified Local Government Program – State of Missouri

ANNUAL REPORT

City of Wildwood, Missouri
Historic Preservation Commission

Summary of Activities

October 1, 2013 to September 30, 2014

Prepared by – City of Wildwood Department of Planning and Parks
November 2014

For Submission to Missouri Department of Natural Resources
State Historic Preservation Office
P.O. Box 176
Jefferson City, MO 65102

Introduction

In 1999, the City of Wildwood adopted an ordinance creating its Historic Preservation Commission, which, at that time, totaled five (5) resident members and two (2) City Council liaisons. Thereafter, the Historic Preservation Commission membership increased to seven (7) resident members, two (2) City Council liaisons, and one (1) liaison from the Planning and Zoning Commission. More recently, with the review and update of the City's Historic Preservation and Restoration Code (more details on this update process to follow), the composition of the Commission became seven (7) resident members, two (2) City Council liaisons, one (1) liaison from the Planning and Zoning Commission, one (1) liaison from the Architectural Review Board, and two (2) non-voting alternate Commission Members.

The Historic Preservation Commission is responsible for the application of the City's ordinance, which is voluntary in nature, and at the discretion of the owners of these historic elements to participate. Historic elements, as defined by the City's revised code, include properties, sites, areas, structures, buildings, remnants, objects, artifacts, roads, trails, districts and/or similar items, which individually or collectively are considered historic in nature. This ordinance is intended to provide incentives to owners of these elements to preserve, protect, and encourage, where appropriate, their adaptive reuse, which has led to twenty-six (26) properties being listed on the City's Registry, while assisting the owners of three (3) other sites to achieve their placement onto the United States Department of Interior's National Registry of Historic Places. The City of Wildwood also achieved this significant accomplishment with the placement of an element it owns, Old Pond School, on the United States Department of Interior's National Registry of Historic Places. Additionally, the Historic Preservation Commission is required to catalog any element that is planned for demolition to create a record of it for future reference purposes.

Along with these two (2) major roles, the Historic Preservation Commission also provides advice, direction, and support to individuals interested in participating in some form of preservation activity, either as an owner, buyer, renter, investor, or similar role. Preservation of historic elements can be accomplished through the application of the City of Wildwood Master Plan's 5th Land Use Category for historic properties. As a master planned community, the City applies its other four (4) land use categories with only limited accommodations provided to historic elements or areas, so a 5th Land Use Category was devised as a method to allow for greater densities of use, smaller lot sizes, or expanded activities in certain zoning district designations, thereby encouraging participation in historic preservation by these offerings.

As noted, the City's Historic Preservation Commission, along with the City Council, completed the restoration of the Old Pond School – a one-room schoolhouse constructed in 1914 – in 2006. This restoration effort was the culmination of a four (4) year process and represents the City Council's commitment to historic preservation, as an important component of this overall community's quality of life. Finalization of restoration of this historic structure was marked with the dedication of the structure in August 2006 and opened for public use in the fall. As an example of the City's commitment to adaptive reuse, the schoolhouse has been opened to the public, as a small museum and meeting facility, and the grounds have been developed into a neighborhood park. The City conducts numerous tours of the facility, with local organizations and groups, particularly school-aged children. The Historic Preservation Commission previously held its meetings at this location. Furthermore, in November 2010, the Commission recommended the placement of this historic element on the City's Historic Registry and, as noted above, and successfully completed the nomination process onto the United States Department of Interior's National Registry of Historic Places in 2012.

The Department of Planning and Parks continues to provide background information to educate new and existing members of the Historic Preservation Commission about the art and science of historic preservation. Along with this role, the Department of Planning maintains subscriptions to a number of publications and provides them to the members, as part of a library collection for their use. All of these opportunities are offered for training purposes to the members of the Historic Preservation Commission to assist in their duties and roles under the guiding ordinance. Additionally, the Department of Planning budgets approximately seven thousand dollars (\$7,000.00) for Historic Preservation Commission

members to use for attending workshops, seminars, and conferences, and is always seeking new learning opportunities for them. However, more recently, as part of the 2015 Budget Discussion, the Department of Planning requested the City Council consider increased funding for the Commission’s training and additional compensation for travel.

Despite the challenges of convincing some owners about the benefits of historic preservation and maintaining a link to the past, through the protection of elements from demolition or deferred maintenance, the Historic Preservation Commission continues its work toward improving the quality of life in the community by implementing this ordinance. In the upcoming year, the Historic Preservation Commission will continue work on several new and exciting projects implemented in 2014, which supports its continuing efforts of making this area’s past a vibrant part of today’s community. Among some of these new projects are: the implementation of the modified Chapter 440 *Historic Preservation and Restoration Code* of the City of Wildwood’s Municipal Code; the completion of historic inventories/surveys for approximately three hundred twenty-five (325) properties; and an initiative to preserve and maintain threatened and/or abandoned cemeteries. *Additional information pertaining to these projects is provided later in this report (Historic Preservation Activities).*

City of Wildwood Historic Preservation Commission - Membership

Three (3) Year Terms

Schedule of Meetings: Fourth Thursday of the Month - 6:30 p.m.

(see [Attachment A](#) for Roster and [Attachment B](#) for Attendance Record)

Member Name	Term	Address	Telephone #
Lynne Martin WARD 6	Reappointment 12-11 to 12-14	19160 Melrose Road Wildwood, MO 63038	(636) 458-3306
Greg Barth WARD 4	Reappointment 11-13 to 11-16	16341 Fullerton Meadows Drive Wildwood, MO 63011	(314) 283-8871
Russ Rosener WARD 1	Reappointment 12-11 to 12-14	18999 Wild Horse Creek Road Wildwood, MO 63005	(636) 532-2068
Mary Lou Long WARD 7	Reappointment 2-11 to 8-14	555 Beacon Point Lane Wildwood, MO 63040	(636) 458-3993
Bill Kennedy, Chair WARD 6	Appointed 6-13 to 6-16	48 Rockwood Forest Ridge Wildwood, MO 63025	(636) 938-4453
Ruth Yeaman, Vice Chair WARD 1	Reappointment 5-12 to 5-15	19118 Hawk Mountain Road Wildwood, MO 63038	(636) 273-9137
Judy Sahm, Secretary WARD 1	Reappointment 10-13 to 10-16	18423 Wild Horse Creek Road Wildwood, MO 63005	(636) 532-1888

Member Name	Term	Address	Telephone #
Sue Cullinane – City Council Liaison WARD 3	Year to Year Reappointment	2446 Indian Tree Run Wildwood, MO 63038	(636) 458-2340
Glen DeHart – City Council Liaison WARD 1	Year to Year Reappointment	2347 Ossenfort Road Wildwood, MO 63038	(636) 458-4141
Francine Gragnani – Planning and Zoning Commission Liaison WARD 1	Year to Year Reappointment	1510 Scofield Valley Lane Wildwood, MO 63038	(636) 458-4350

The Historic Preservation Commission, as noted earlier in this report, currently consists of seven (7) residents, two (2) City Council liaisons, and one (1) liaison from the Planning and Zoning Commission. The terms of the resident members are three (3) years and staggered, based upon their appointment date. The Mayor is required, by ordinance, to select individuals who have a demonstrated background or interest in historic preservation. Once the Mayor nominates an individual, confirmation is required by a majority of the City Council (9 of the 16 members).

Each member of the Historic Preservation Commission has an educational background, specialized training, and/or personal interest in historic preservation. For example, Ruth Yeaman, Vice Chair, studied European History extensively, as part of her undergraduate degree program, and also received a graduate degree in Scottish Historical Studies. She has noted a keen interest in the preservation of local history, since moving to the United States from Scotland, and, more specifically, Wildwood for the benefit of future generations.

Judy Sahn, Secretary has been involved with historic preservation studies and has an on-going interest in this area's history and is a life-long resident of it. She is also an active member of the Wildwood Historical Society and was instrumental in the incorporation effort of the City of Wildwood. In fact, Ms. Sahn was the City's first Treasurer, starting on the day of Wildwood's incorporation. This background has fostered her interest in preserving historical properties and informing people of their importance of them for the overall community as well.

Greg Barth has also maintained a life-long interest and personal study of local history. His personal goal is to help keep the past alive and maintain the character of Wildwood in the face of on-going development. Interestingly, Mr. Barth is a professional photographer and works with the Commission in creating portfolios of historic assets located within the City.

Lynne Martin served as the Chair of the Commission for several years and is also the past President of the Wildwood Historical Society. Additionally, Ms. Martin is a member of the St. Louis County Historical Commission and assists in its preservation activities across all of St. Louis County. Ms. Martin also completed the restoration of one (1) of the area's former general stores (her personal residence) and was successful in having it placed on the National Registry of Historic Places several years ago. More recently, Ms. Martin led the effort to publish a history of local cemeteries and continues to provide bus tours of the area's historic assets. Lastly, Ms. Martin, along with the Wildwood Historical Society, was instrumental in placing the historical home known as, 'Hencken Place' on the City's Historic Registry. This former residence is now home to the Wildwood Historical Society, which is used as a meeting and event space, along with storing historical documents and memorabilia about this area.

Russ Rosener has been a member of the Blacksmith Association of Missouri for the last sixteen (16) years; he personally purchases and restores historic properties; and even resides on a farmstead dating back almost one hundred thirty (130) years. Among other projects, Mr. Rosener is also in the process of restoring a stone church that began holding services around 1859 - the Bethel Methodist Church. Mr. Rosener was also involved in the incorporation effort of the City.

Bill Kennedy has been a lifelong resident of west St. Louis County and is a property owner of what is now the City of Wildwood for thirty-five (35) years. He has continually been interested in the history of the area and has engaged in his own personal research over the years. Mr. Kennedy was also instrumental in the incorporation of the City of Wildwood, which provided him an opportunity to learn the area's rich history. More recently, Mr. Kennedy has focused his interest and completed extensive research in the preservation of abandoned or threatened cemeteries, along with the rest of the Commission, within the City of Wildwood.

Mary Lou Long has a strong interest in historic preservation and restoration and wants to assist in preserving the character of the City of Wildwood, while serving the community where she resides.

Francine Gragnani also has a strong interest in historic preservation and restoration and wants to assist in preserving the character of the City of Wildwood, while serving the community where she resides. Ms. Gragnani, who also serves on the Planning and Zoning Commission, being its liaison to the Historic Preservation Commission, contributed a significant amount of time and effort towards the incorporation effort of the City.

Sue Cullinane is also a long-time resident of the City of Wildwood, who was also active in the incorporation efforts of the City, and actively works to preserve the unique character of this area and boost its interesting history.

Glen DeHart is very active and involved in the community. Not only is he a City Council Member, but an active volunteer with other associations. Mr. DeHart works to positively promote the City and its preservation efforts.

Agendas and Minutes (October 1, 2013 to September 30, 2014)

Please see Attachment C for meeting agendas and minutes from the Historic Preservation Commission.

Upcoming Meeting Schedule for 2015

Please see Attachment D for the 2015 Upcoming Meeting Schedule.

Historic Preservation Commission Activities

Local Landmarks Designated (Report #'s 1-12 were previously submitted)

1. Andrew J. Kern House – 2004
2. Kern Service Station - 2005
3. Glencoe School/Post Office - 2005
4. Jaeger Farm Log Cabin – 2007
5. Glencoe School/Post Office – 2008
6. St. Onge Log Cabin – 2165 Timberline Valley Drive – 2008
7. Stovall's Grove – 2009
8. Glencoe Station – 2009 *The placement of these properties on the City's registry was ultimately denied by City Council.
9. Annie Rickard House – 2009
10. Hencken Place (Wildwood Historical Society) - 2009
11. Old Pond School – 2010/2011
12. Ben Baumer House – 2011

Local Districts Designated

1. Pond Area Historic District – designated as part of the City’s Town Center in 1998.
2. Westland Acres – African-American Community – 2005
3. Westland Acres – African-American Community – 2007 ([the addition of five (5) parcels of ground])

National Register of Historic Places

1. Dr. Edmund Babler State Park – Prior to 1995 (City’s incorporation date)
2. Kreienkamp Store – 1999/2000
3. Ball-Essen Farmstead - 2003
4. Big Chief Dakota Grill - 2003
5. Orrville Historic District (Hoppenburg-Fick Store) – 2004
6. Old Pond School – 2012

Cases Reviewed, Decisions Reached, and Other Activities (October 2013 through September 2014)

1. **Chapter 440 Historic Preservation and Restoration Code - August 2013 to July 2014** - Completed the review process, after several discussions, on modifications and additions to Chapter 440 *Historic Preservation and Restoration Code* of the City of Wildwood’s Municipal Code. A public hearing on this matter was held on August 28, 2013 and continued to September 26, 2013. At these hearings, the Commission heard input from a number of property owners and held discussions relating to their comments and concerns. Following this public input process, the Commission began a thorough review process by of the existing code through a section-by-section approach. The Commission also performed a review and comparison of other local municipalities. Following the Historic Preservation Commission’s completion of the final draft of the updated code, a forwarding letter was sent to the Planning and Zoning Commission, which then held a public hearing on this matter on August 4, 2014. Following the Planning and Zoning Commission’s review process, a favorable recommendation of the suggested changes and additions was forwarded to City Council. Following the public hearing held by the City Council, the bill for the adoption of the revised code was introduced on October 13, 2014 and was finally passed by the City Council on October 27, 2014. The bill would be signed shortly thereafter by the Mayor and become effective. (See **Attachment E**)
2. **Abandoned or Threatened Cemeteries - October 24, 2013 to on-going** - The Commission approved a letter that was sent to certain property owners, whose lots have abandoned or threatened cemeteries (elements) located upon them. Included with this letter was an explanation of the Commission’s intentions in this regard and the Cemetery Preservation Manual developed by the City of Cape Girardeau, Missouri. The Commission continues to work toward finding an acceptable solution to the erosion issue on Old Slave Road affecting the burial sites in this area and hopes to conduct a site visit to them in the upcoming winter months. (See **Attachment F**)
3. **Historic Inventory Survey - October 24, 2013 to on-going** - A decision was made by the Commission at the later part of 2013 to begin addressing the remaining properties and elements in Wildwood that would meet the minimum requirements to be considered historic, so they could be added to its historical survey list. A few updates had been made to the City’s overall survey list over the past few years, but many properties were still not inventoried. Thus, after a recommendation by the Historic Preservation Commission to the City Council, it authorized funding to undertake this survey process and begin the individual property inventories. The Commission engaged the *Preservation Research Office* to complete the remaining two hundred fifty (250) plus inventories on the survey list. Michael Allen, Director of the *Preservation Research Office*, attended the Commission meeting on October 24, 2013 and provided an overview of his strategy pertaining to the project. As this project has progressed, the *Preservation Research Office* discovered additional properties and elements to be

surveyed and the Commission recommended the contract be amended to include up to three hundred twenty-five (325) properties. The City Council concurred and this additional funding was recently authorized. (see Attachment G) Additionally, as part of this process, a letter was developed by the Commission, which was sent to historic property owners assuring them this inventory/survey process would not have a detrimental effect on their property, explaining the process, and identifying the consultants by photograph. (See Attachment H)

4. **Review of “Centaur Station” under the allowances of the Landmark and Preservation Area (LPA) of the City’s Zoning Ordinance – January 8, 2014 to on-going** - An application for the Landmark and Preservation Area (LPA) for two (2) properties in the Historic Centaur Area of the City were submitted for the Commission’s consideration. The Historic Preservation Commission must provide a recommendation to the Planning and Zoning Commission for its consideration, as part of its review process. Thus, the Historic Preservation Commission considered this location and believed it met the criteria to be considered historic by the virtue of meeting one (1), if not more, of the requirements set forth in the regulations for a Landmark and Preservation Area (LPA). The Commission also recommended the petitioner must place the property, and associated buildings and structures, on the City’s Historic Registry, and this process must parallel, in terms of time, of the Planning and Zoning Commission and City Council’s consideration of the Landmark and Preservation Area (LPA) request. Along with the consideration of this request, the Historic Preservation Commission also developed an extensive history of the historic Centaur Area, including photographs of it. (See Attachment I)
5. **National Alliance of Preservation Commissions Biennial Forum – January 30, 2014** - The City of St. Louis contacted the Commission regarding its desire to bring the National Alliance of Preservation Commission Biennial Forum to St. Louis in 2016. A letter was prepared endorsing this effort and the Commission’s support of it as well. (See Attachment J)
6. **Historic Community Markers Program – February 27, 2014 to On-going** - For several years, the Historic Preservation Commission had been discussing the implementation of the Historic Community Markers Program. The project was approved by City Council, as part of the 2014 budget for its Capital Improvements Program, and the implementation of three (3) roadside signs were addressed. The Commission chose the Historic communities of Pond, Glencoe, and Orrville for the first installations. Over the course of a few meetings, the Commission finalized the plaque and post design, the wording relating to the identified historic communities to be placed on the plaques, and the positioning of said markers in these selected communities. While these signs have been ordered from the manufacturer, the City has yet to receive and install them at this time. However, the Commission looks forward to their future installation and the implementation of the roadside signs for the remaining historic communities in Wildwood. (See Attachment K)
7. **Historic Booklet Created for Celebrate Wildwood/Founders’ Day Event – March 27, 2014 to August, 23, 24, and 25, 2014** - Volunteers and others, including members of the Historic Preservation Commission, who organized the arrangements for the 2014 Celebrate Wildwood Event, agreed the founding of the City, including the rich history, before 1995, should remain an integral part of it. This agreement led to the decision that a booklet be developed that would be provided to all attendees and identify information pertaining to the event, but also include a history component to educate attendees. Thus, the Commission determined the history portion of this booklet would be an ideal project for the Historic Preservation Commission and, thereafter, an Ad-Hoc Committee consisting of Commission Members and volunteers was formed to develop this booklet. During the months leading up to the event, the Ad-Hoc Committee met on several occasions, completed extensive research on the history of the Wildwood Area, and drafted versions of the historic booklet for review among the Committee itself and the Historic Preservation Commission. Along with the history of the area, a timeline was completed, which dated back to earliest inhabitants of what is now the Wildwood Area, Native Americans. (See Attachment L)

8. **Overview of the Certified Local Government (CLG) Forum in Jefferson City – April 24, 2014** - Commission Members Kennedy, Sahm, and Planning and Zoning Commission Liaison, Gragnani, along with Planner Weiss, attended the Certified Local Government (CLG) Forum held in Jefferson City on Friday, April 11, 2014. These attendees provided an overview of the forum and much of the information, including PowerPoint Presentations that were presented, was included in the Commission’s packets for this meeting. (See Attachment M)
9. **Pond Inn Review – April 24, 2014** - Reviewed this historic property, as it related to its stalled rehabilitation efforts by the property owner. It was noted the delay was due to the owner working with Metropolitan St. Louis Sewer District (MSD) and surrounding property owners to bring a public sanitary sewer line to it. Discussion followed regarding the current state of the property’s maintenance and if the Department should be instructed to pursue enforcement action relating to it. (See Attachment N)
10. **Kohn Park Review – April 24, 2014** - Reviewed the Site Development Plan and improvements that are planned at Kohn Park. It was noted signage is planned to be installed and will be constructed with stone obtained from the old building that was once located on Living Word Church’s property and donated to the City during its development. (See Attachment O)
11. **Guest Lecturer – Julie Nicolai on “The Underground Railroad and Slave Burial Sites in the St. Louis Area) – May 22, 2014** - Welcomed guest speaker, Julie Nicolai, to a full crowd in the City Council Chambers at City Hall. Ms. Nicolai provided the same lecture on “The Underground Railroad and Slave Burial Sites in the St. Louis Area” at the Meramec Campus of the St. Louis Community College. The Commission, and those others in attendance, found her lecture to be very informative and interesting. (See Attachment P)
12. **Demolition Request Review and Site Visit – 18566 Melrose Road – May 22, 2014 to July 24, 2014** - Reviewed a demolition permit request for a single-family dwelling (c.1891) and outbuildings that were located at the property on 18566 Melrose Road. The Commission conducted a site visit to the property on June 5, 2014. On June 26, 2014 a report regarding this demolition request was presented and noted the following with regards to the site’s characteristics: a significant number of large cedar trees were planted on the property and are now considered ‘grand’ trees under the City’s Tree Preservation and Restoration Code; a newer accessory structure (1970’s era), located further south of Melrose Road, is also to be removed; a 1920’s carport, situated closest to the dwelling, is to be retained on a temporary basis; a barn (c. 1904), is to be retained and restored; and the primary building, the existing single-family dwelling, which is over seventy-five (75) years old, is considered significant by the City.

After a substantial amount of discussion among the Commission and with the property owner to consider possible options to retain or rehabilitate the existing single-family dwelling, due to the voluntary nature of the ordinance, the Commission authorized the requested demolition, per the owner’s request. However, the Commission’s approval was premised on the following items: the grand trees located along Melrose Road be retained in place; the other cedar trees on this lot, located on the west side of the dwelling, would be retained, unless authorized for removal on a case-by-case basis, with input from the Commission; the barn is to be retained and, if removed in the future, the Commission must authorize said request; and the timbers and stone used in the original dwelling be salvaged and used in the new construction that is planned on this lot.

Along with the review of this demolition request, the Commission also researched the property and prepared a architectural/historic inventory form. This research determined the property appeared to have belonged to the Heipertz and Rahm Families, which were connected by marriage. (See Attachment Q)

13. **B.A. 13-14 Dick Busch and Lauren Strutman – Variance Request in Orrville Community – May 22, 2014** - Reviewed a proposed plat, which included a variance from the City’s Board of Adjustment, to adjust certain setback lines of three (3) properties located on the west side of Old Eatherton Road, north of Orrville Road, which

are located in the historic Orville Area. The Commission requested the petitioner consider placing the properties on the City's Historic Registry. (See Attachment R)

14. **Update on Historic Inventory Project by Michael Allen, Director, Preservation Research Office – June 26, 2014** - Welcomed Michael Allen, Preservation Research Office, who provided an update on the survey work completed by him and his colleague, Lynne Josse. It was noted their field work began in April 2014 and the survey work for most of the properties on the list in the Pond, Glencoe, and Monarch Communities, as well as, about half of Grover and some locations in between, had been completed. Additionally, the Commission was informed the Preservation Research Office had discovered more properties, which were not on the City's original survey list that was provided. Thus, the Commission considered, and later endorsed, a recommendation to modify the contract to include a total of three hundred twenty-five (325) properties. (See Attachment S)
15. **Big Chief Road House Addition Review – June 26, 2014** - Reviewed and acted affirmatively on a submittal for a covered roof addition over a storage area at 17352 Manchester Road, Big Chief Road House, due to the historic nature of the property. This property is on the National Register of Historic Places. (See Attachment T)
16. **Butler Durrel Security Review – June 26, 2014** - Reviewed the property located at 16941 Manchester Road (known as the Second John E. Schnarr House in Esley Hamilton's Historic Inventory of 1988). This property has a historic element located on it and was approved for a commercial re-zoning by the City Council. As part of the zoning process, a requirement in the site-specific ordinance stipulates that, within one (1) year of the approval of the zoning district designation change, the owner must submit an application to place the element on the City's Historic Registry. (See Attachment U)
17. **Community Outreach Memorandum – July 24, 2014 to on-going** - Vice-Chair Yeaman created a comprehensive memorandum outlining ways the Historic Preservation Commission could further its outreach efforts. This information concentrated on the following areas: providing information on incentives for preserving historic elements; educational outreach; promotional items, i.e. newspaper articles; reference materials; exhibits; a history booklet; and external partnerships. The Commission continues to expand on and organize this information and is creating an Action Plan relating these areas for the upcoming year. (See Attachment V)
18. **Al Foster Memorial Trailhead – July 24, 2014 and August 28, 2014** - Reviewed and acted affirmatively on the design for upgrades to the Al Foster Memorial Trailhead, located in the Historic Glencoe Community. The Commission made several suggestions to improve the planned design, which included the following: the use of turf-pavers (Ritter rings) for overflow parking; the use of a smaller pavilion structure, and possibly a few scattered shade structures; shifting the informal play areas away from residential areas; the placement of picnic tables; and the retention of as many trees as possible. Additionally, with the reduced size of the pavilion structure, materials from the demolition of the outbuilding at 1115 Ridge Road (see Number 19) will be used in its construction. With this input, the Commission believed the historic nature of the area would be preserved. (See Attachment W)
19. **Demolition Request Review and Site Visit – 1115 Ridge Road – July 31, 2014** - Reviewed a demolition permit request for two (2) outbuildings located at 1115 Ridge Road (c. 1900). The property owner, Tom Reid, donated the tin roof and oak siding materials to the City for their adaptive re-use at the Al Foster Memorial Trailhead upgrades. (See Attachment X)
20. **Review of Archaeological Site Recordation (MO State Historic Preservation Office – SHPO) pertaining to AT&T Mobility, Cell Tower Site, located on the Jesuits of the Missouri Province Property – July 24, 2014** - Reviewed the telecommunications tower that had been approved by the Planning and Zoning Commission at 25 Centaur Road. This cell tower is proposed in the center of the two hundred (200) plus acre site owned by the Jesuit Orders. The tower location is away from the existing archeological or historic elements. However, the Commission requested

verification that an archeological survey had been completed at this site due to its proximity to the Missouri River and once being part of a property owned by the area's earliest settlers. The Missouri State Historic Preservation Office – SHPO provided a letter regarding such verification of the Archaeological Site Recordation. (See Attachment Y)

21. **Update on Historic Inventory Project by Lynne Josse, Preservation Research Office – September 25, 2014** - Welcomed Lynne Josee, Preservation Research Office, who provided an update on the survey work completed by her and her colleague, Michael Allen. It was noted they have begun creating the database of information that will be provided to the Commission and City of the compilation of historic elements. Additionally, the Commission was informed that the Preservation Research Office continues to discover more properties, which were not on the original survey list provided to them, and also some inaccuracies with it. Thus, the Commission endorsed a recommendation to modify the contract to include a total of three hundred twenty-five (325) properties. (See Attachment Z)
22. **Demolition Request and Review and Site Visit 111 and 115 Centaur – September 17, 2014 (site visit) and September 25, 2014** - Reviewed a demolition permit request for four (4) outbuildings that were located at 111 and 115 Centaur Road, two (2) of which were constructed c. 1900. A fifth structure on the property, a single-family dwelling, constructed in 1891, is to be retained at this time. The Commission determined the condition of the outbuildings to be poor and authorized their demolition, per the owners' request. However, the Commission requested the owner donate some of the roofing planks and other materials for their potential re-use and the property owners be provided the packet of information prepared for the Centaur Station LPA (Landmarks and Preservation Area) by the City to inform them of the history of the Centaur Area. (See Attachment AA)
23. **Wildwood Historical Society Membership Meeting – September 2014** - Discussed the City of Wildwood's lifetime membership to the Wildwood Historical Society and Chair Kennedy's attendance at their meeting. During this meeting, Chair Kennedy conveyed the importance of fostering an on-going relationship between these two (2) organizations and how each can provide assistance to one another. (See Attachment BB)
24. **Joy Wilcox Property – Pond Historic District - September 25, 2014** - Reviewed the request, which was presented to the Planning and Zoning Commission, from the owner of this historic property that is located on Old Route 66, and once served as a service station, to allow expanded uses of the commercial building to include the warehousing and long-term outdoor storage for vehicles on this lot. It was noted the owner has been hesitant to participate in the City's processes for preservation of this historic element and, several years ago, the City Council removed the wording in the site-specific ordinance that required its retention. The Historic Preservation Commission noted an open dialogue is necessary between the property owner and it regarding preservation efforts and the value the City places on them. (See Attachment CC)
25. **2015 Budget Discussion – September 25, 2014** - Discussed the Department of Planning and Parks presentation to City Council of its budget for the upcoming fiscal year in October and included money for the Commission's needs, specifically relating to training and travel, along with the remaining funding for the roadside historical markers program. Additionally, a funding component for a grant program to assist in historic preservation efforts was endorsed as well.

Training and Conferences

1. **April 24, 2014** - Missouri Certified Local Government Forum, Jefferson City, Missouri, which was attended by Chair Kennedy, Commissioner Sahm, Planning and Zoning Commission Liaison Gagnani, and Planner Liz Weiss. A brief presentation on the forum was provided by these attendees at the Commission's next meeting. (See Number 8, above)

2. **October 6-8, 2014** – Missouri Statewide Preservation Conference, Excelsior Springs, Missouri, which was attended by Chair Kennedy. A presentation was provided by Chair Kennedy to the Commission. (More information will be provided in next year’s Certified Local Government (CLG) Annual Report).

Public Education and Outreach

1. Conducted tours of the Old Pond School for Girl and Boy Scout Troops and area school children – 2002 to On-Going.
2. Administered an ‘Adopt-A-Brick’ Program for the Old Pond School Restoration Project – 2001 to On-Going.
3. Updated website highlighting the historic preservation activities of the City’s Commission.