

## Notice of Meeting & Tentative Agenda



### City of Jefferson Façade Improvement Committee

**Tuesday, October 27, 2015 at 8:00 a.m.  
John G. Christy Municipal Building, 320 E. McCarty Street  
Small Conference Room (Lower Level)**

### TENTATIVE AGENDA

- 1. Call to Order**
  - a. Approval of Minutes for July 29, 2015 Meeting**
- 2. New Business: Request for Consideration - Rental Façade Improvement**
  - a. 706 Swifts Highway**
- 3. Other Business**
- 4. Adjourn**

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call 573-634-6410 for information regarding agenda items

## MINUTES

### JEFFERSON CITY FAÇADE IMPROVEMENT COMMITTEE

July 29, 2015

10:00 a.m.

#### COMMITTEE MEMBERS PRESENT

Michael Berendzen  
Jim Crabtree  
Jane Moore  
Brad Schaefer  
Jim Wisch  
Bill Yarnell

#### ATTENDANCE RECORD

2 of 2  
1 of 2  
2 of 2  
2 of 2  
2 of 2  
1 of 2

#### COMMITTEE MEMBERS ABSENT

Art Hernandez

1 of 2

#### STAFF PRESENT

Jayne Abbott, Neighborhood Services Coordinator

#### GUESTS

Matt Holland, co-owner of 617 E McCarty St

#### **1. Call to Order**

The committee met at City Hall, Boone/Bancroft Conference Room. With three (5) members in attendance, a quorum was present. The meeting was called to order at 1:00 p.m.

#### **2. Approval of Minutes for the March 19, 2015 Meeting:**

The committee reviewed the minutes for the March 19, 2015 meeting. Mr. Hernandez made a motion to approve the minutes Mr. Berendzen seconded.

#### **3. New Business – Applications Rental Façade Improvement**

Ms. Abbott briefly explained the Rental Façade Program as adopted by Council in November 2014. Four applications were received by the City for 802 E Capitol, 617 E McCarty St, 1200 E High St and 706 Swifts Hwy.

- a) **802 E Capitol** – An email was received on July 29, 2015 from property owner requesting to withdraw his application.
- b) **617 E McCarty St** - Property owner was present, answered questions regarding the proposed improvements to the 1910 duplex building. The proposed project is eligible for \$10,000 reimbursement includes replacing rear deck, rebuild basement stairwell access, replace soffit with white wood grain PVC, replace all downspouts and gutters white aluminum, replace all windows with new white vinyl thermal high efficiency and replace roof with brown architectural shingles. Project is estimated at \$22,070.00. The committee determined that the rear deck and rebuild of the basement stairwell is ineligible for the program and the associated costs were removed from the overall project.

Motion made by Mr. Crabtree approve the project for \$10,000 with the following stipulations: 1) replacing the front lattice work and steps, 2) Window replacement be of clad wood with no fillers, 3) Maintain existing doors or utilize insulated steel/fiberglass doors that match the historic profile. Mr. Wisch seconded.

Ayes: Crabtree, Berendzen, Moore, Schaefer, Wisch and Yarnell

Nays: None

Abstained: None

- c) **1200 E High St** – Subject property is a 1930 single family residence and is eligible for up to \$5,000 reimbursement. The property has previous work completed prior to application including window replacement. Proposed project includes installing white vinyl siding, new soffit and fascia gutter boards,

new gutter and down spouts, repairing/replacing front porch floor/railing & ceiling, repair/replace front steps & hand rail, new concrete sidewalks, and remove over grown trees & dead trees. An estimated project cost is \$40,000. Committee determined that tree removal was ineligible as it is considered a maintenance item.

Motion made by Mr. Crabtree approve the project for \$5,000 with the following stipulations: 1) Windows viewed from the street be replaced with clad wood with no fillers 2) Siding installed to match width size of those on buildings within the neighborhood, 3) Install insulated steel/fiberglass door to match the architectural style of the time period of construction insulated steel/fiberglass doors that match the historic profile. Mr. Berendzen seconded.

Ayes: Crabtree, Berendzen, Moore, Schaefer, Wisch and Yarnell

Nays: None

Abstained: None

- d) 706 Swifts Hwy - Subject property is a 1930 single family residence and is eligible for up to \$5,000 reimbursement. Proposed project includes restoring porch to original height and style, white vinyl or cast iron porch railing, replacing all windows including an awning style windows in a two non-street facing application, soffit gutter, door replacement, landscaping, lighting, fascia board clad in aluminum, roof, etc. An estimated project cost is \$16,600. Committee determined that porch lighting, mailbox replacement, and landscaping ineligible as it is considered maintenance items.

Motion made by Mr. Crabtree approve the project for \$5,000 with the following stipulations: 1) Windows viewed from the street be replaced with clad wood with no fillers; bathroom awning acceptable, 2) front façade reflective of 704 Swifts Hwy, 3) Install insulated steel/fiberglass door to match the architectural style of the time period of construction insulated steel/fiberglass doors that match the historic profile. Mr. Berendzen seconded.

Ayes: Crabtree, Berendzen, Moore, Schaefer, Wisch and Yarnell

Nays: None

Abstained: None

#### **4. Adjourn**

Seeing no other business to be discussed, Mr. Wisch made motion to adjourn the meeting. Mr. Crabtree seconded. Meeting adjourned at 11:15 a.m.

Respectfully Submitted,

Jayne Abbott



DEPARTMENT OF PLANNING AND PROTECTIVE SERVICES

*MEMORANDUM*

**TO:** Façade Improvement Committee

**FROM:** Jayme Abbott, Neighborhood Services Coordinator

**DATE:** October 12, 2015

**RE:** Rental Façade Improvement Program – 706 Swifts Hwy

On July 29, 2015, the Façade Improvement Committee approved the application for 706 Swifts Hwy with stipulations, including the front porch to match the appearance of 704 Swifts Hwy.

Mr. Frank, owner of 706 Swifts Hwy, met with Larry Burkhardt, AIA & P.E., and I on September 30, 2015, providing pictures showing the porch at 704 Swifts Hwy is not original to the property (see attached). The foundation for the porch is cinder blocks while the original foundation of the house is limestone. Mr. Burkhardt agreed that the porch at 704 Swifts Hwy is not original to the property.

Mr. Frank is requesting that PPS re-review this stipulation and approve him to install the porch as originally submitted in his application. Mr. Frank feels as the porch as he originally submitted can be found on properties within the surrounding area.



Proposed Property  
706 Swifts Hwy



Proposed Porch



Front Picture of 704 Swifts Hwy Porch



Side pictures of porch at 704 Swifts Hwy

