

**CERTIFIED LOCAL GOVERNMENT**  
**PROGRAM**  
**ANNUAL REPORT**

**City/County Of Columbia/Boone County**

**Historic Preservation Commission Activities**

**October 1, 2016\_\_ through September 30, 2017\_\_**

**Prepared by**  
**Mary Kaye Doyle & Rusty Palmer**

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

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# **Certified Local Government Program Annual**

## **Report**

### **1. Introduction:**

Please attach a paragraph including the date of certification, a brief history of City and Commission activities from the date of certification; a brief summary of anticipated preservation activities; and an evaluation of the effectiveness of participation in the CLG program.

The City of Columbia's Historic Preservation (HPC) is an advisory body, established by ordinance in 1998 and composed of seven residents of Columbia, each of which has an interest in historic preservation. The HPC has been a recognized CLG since 1999. Current members' names are attached. The HPC includes at least one preservation professional and one real estate investor. Other members represent vocations of law, construction, architecture, engineering and individuals that have interest in and knowledge of local history.

In January 2008, the Columbia City Council approved the first revision to the Historic Preservation Commission's ordinance since 1998. The Council approved the previous powers and dutifulness the exception of using the new name of the city ordinances for planning and zoning.

On March 20, 2017 The Columbia City Council adopted a Unified Development Code 20, 2017 which updated/changed the Powers and Duties the Historic Preservation Functions under. They are as follows:

(i)

Powers and duties. The historic preservation commission shall have the following powers and duties:

(ii)

To conduct an ongoing survey for the identification of historically, archaeologically and architecturally significant properties, structures, sites and areas that exemplify the cultural, social, economic, political or architectural history of the nation, state or city; and to maintain the research information in an inventory accessible to the public (except for archaeological site locations, which shall be restricted);

(iii)

To investigate and recommend to the planning and zoning commission and council the adoption of ordinances designating for protection areas as having special cultural, historic, archaeological, community or architectural value as "notable property;"

(iv)

To investigate and recommend to the planning and zoning commission and the council the adoption of ordinances designating for protection properties or structures having special cultural, historic,

archaeological, community or architectural value as "landmarks;"

(v)

To investigate and recommend to the commission and the council the adoption of ordinances designating for protection areas as having special cultural, historic, archaeological, community or architectural value as "historic districts;"

(vi)

To keep a register of all properties and structures which have been designated as "notable properties," "landmarks" or "historic districts," including all information required for each designation;

(vii)

To confer recognition upon the owners of "notable properties," "landmarks" and property or structures within "historic districts" by means of certificates, plaques or markers; and to make recommendations for the design and implementation of specific markings of the streets and routes leading from one "notable property," "landmark" or "historic district" to another;

(viii)

To advise and assist owners of historically significant property or structures on physical and financial aspects of preservation, renovation, rehabilitation and reuse;

(ix)

To nominate "notable properties," "landmarks" and "historic districts" to the National Register of Historic Places, and to review and comment on any nominations to the National Register of Historic Places;

(x)

To inform and educate the citizens of the city concerning the historic, archaeological and architectural heritage of the city through publication or sponsorship of maps, newsletters, brochures, pamphlets, programs and seminars by the city, the commission or other appropriate parties;

(xi)

To review applications for construction, alteration, removal or demolition affecting historically significant property. To hold public hearings on proposed or designated "landmarks" or structures within "historic districts" and issue or deny certificates of appropriateness for such actions. Applicants may be required to submit plans, drawings, elevations, specifications and other information as may be necessary to make decisions;

(xii)

To hold public hearings on each proposed nomination of a National Register Landmark and of a "historic district" and on the guidelines developed for each nomination;

(xiii)

To recommend that the director issue a stop work order for any construction, alteration, removal or demolition which would require a certificate of appropriateness for which a certificate has not been issued or to stop work that violates the conditions of a certificate;

(xiv)

To consider applications for certificates of economic hardship that would allow the performance of work for which a certificate of appropriateness has been denied;

(xv)

To develop specific design guidelines based on the Secretary of the Interior's Standards for Rehabilitation for the alteration, construction or removal of designated "landmarks" or property and structures within historic preservation overlay districts;

(xvi)

To review and comment on proposed zoning amendments, applications for special use permits or applications for zoning variances that affect historically significant property, including but not limited to proposed or designated "notable properties," proposed or designated "landmarks" or "historic districts;"

(xvii)

To call upon available city staff members as well as other experts for technical advice;

(xviii)

To advise the council on the need to retain such specialists or consultants or to appoint such citizen advisory committees as may be required from time to time;

(xix)

To testify before all boards and commissions, including the planning and zoning commission and the board of adjustment, on any matter affecting historically, archaeologically, culturally and architecturally significant property, structures, sites and areas;

(xx)

To review any proposed change of zoning, zoning variance or any matter affecting historically, archaeologically, culturally and architecturally significant property, structures, sites and areas, upon referral from the planning and zoning commission or council;

(xxi)

To make recommendations to the council concerning budgetary appropriations to further the general purposes of this ordinance;

(xxii)

To develop a preservation component in the comprehensive plan and to recommend it to the planning

and zoning commission and to the council;

(xxiii)

To periodically review the Unified Development Code and to recommend to the planning and zoning commission and the council any amendments appropriate for the protection and continued use of historically significant property, "notable property," "landmarks" or property, sites and structures within "historic districts;" and

(xxiv)

To review and comment on applications for demolition permits referred to the commission by the building official pursuant to the city's adopted building code(s). The commission may advise the property owner of any historical significance of the building to be demolished and recommend alternatives. The commission may document historic resources to be demolished. The commission shall have no authority to deny an application for a demolition permit.

Ord. No. 15651, § 1, 7-6-98; Ord. No. 17658, § 1, 4-21-03; Ord. No. 19763, § 1, 12-17-07; Ord. No. 20124, § 2, 12-1-08) Ord.No. 023117 March 20, 2017 Powers and duties. The historic preservation commission shall have the following powers and duties:

Item xxiii is the only change. It identifies that the HPC must periodically review the UDC to recommend to the planning and zoning commission and the council any amendments appropriate for the protection and continued use of historically significant property, "notable property," "landmarks" or property, sites and structures within "historic districts;"

The Historic Preservation Commission has been a CLG for many years (since 1999). The HPC has benefited from technical assistance and grant funding. Specifically, the Commission has received seven Historic Preservation Fund Grants allowing for four surveys, a very successful technical/hands-on trades workshop, and two very powerful outreach and education tools- the Interactive Historic Map and a study of the Economic Impact of Historic Preservation in Columbia, MO. In FY 2017, the Commission has spent a great amount of time promoting these tools to policy makers, stakeholders, and the public at large, and believes the support of CLG status allowed for these products to be possible and also accessible to other CLGs. The other two primary activities of the HPC in FY 2016 were to provide technical assistance in the preservation trades in Columbia, and foster a "preservation ethic" through promotion, education and outreach. This was accomplished through several activities, and was the result of a strategic planning session in January of 2016. The HPC held Walk abouts describing historic buildings and architecture in the downtown area of city.

## **2. Historic Preservation Commission Membership:**

List Commission members, dates of appointment and expiration, and, as applicable, professionals in a preservation related field such as historical architect, architectural historian, or others as defined in 36 CFR 61.

List Commission members, dates of appointment and expiration, and, as applicable, professionals in a preservation related field such as historical architect, architectural historian, or others as defined 29-2.3, 2017 adoption by City Council..

<b>Member Name</b>	<b>Appointed</b>	<b>Expires</b>	<b>Preservation Related Field (as applicable)</b>
Patrick Earney	09/2016	04/04/17 *	Structural Engineer with HP Experience
Paul Prevo	09/2016	05/10/17*	Real Estate Agent with HP Experience
Mary Kaye Doyle	05/2016	09/20/19	Replaced Brian Treece, Retired PHN, HP enthusiast, past HPC member
Mark Wahrenbrock	09/2015	09/20/18	IT professional and historian
Robert Tucker	09/2015	04/04/17*	Owner, rehabilitated a NRHP property
Douglas Jones	06/2012	05/01/16*	Historic property owner, experience with rehab
Deanna Walkenbach	09/2016	09/20/20	Replacement for Jones,-Retired Realtor
Patricia Fowler	07/2014	09/20/20	Trained historic tour guide, has JD
Brian Treece	07/2006	04/02/16*	Real Estate Investor in historical property, stepped down in 3/2016 to enter mayoral race.
Amanda Staley-Harrison	05/01/17	09/01/19	Replaces Paul Prevo,- Heritage Scholar, Museum Curator
John Gagliardi	05/01/17	09/01/18	Replaces Robert Tucker,- Artisian Carpenter
Trevor Harris	07/18/17	09/01/19	Replaces Patrick Earney, -Voice Journalist, Real Estate Investor, past HPC member

<b>Consultant</b>		
Deb Sheals, Historic Preservation Consultant		
Timothy Teddy, Community Development Director		Dept. of Community Development
Russell Palmer, City Planner, HPC Staff Liaison		Dept. of Community Development
Mitch Skov, Senior City Planner,Staff Liason		Dept. of Community Development

NAME	12/06/17			'17			Jul 18				
	Oct 04	11/1/17	7	Jan 4	Feb 7	Mar 7	Apr 4	May 2	Jun 7	Aug 1	Sep 6
Patricia Fowler	X	X	X	----	X	X		X	X	X	X **, X,B
Mark Wahrenbrock	X	X	X	-----	X	X		X	X	X	X
Trevor Harris										B,X	X
Robert Tucker	X	O	O	----	X	O	O,R				
Patrick Earney	X	X	X	----	X	X	X, R				
Paul Prevo	X	X	O	----	X	X	O	R			
Amanda Harrison-Staley								B,X	X	X	O
DeANNA Walkenbach	X	X	O	----	X	X		X	X*	X	O **, O,B
Mary Kaye Doyle	X	X	X	----	O	X	X	X	X	X	X
John Gagliardi								B,X	X	X	X

**Notations:** Present =X, Absent With Notice=O, Absent Without Notice=N, Appointment Ended=\*\*, Appointment Began=B, Resigned=R, -----=Meeting Canceled  
PM= Public meeting



#### **4. Subcommittees and Study Groups:**

Describe the purpose of any subcommittees appointed and the topics under study.

,A subcommittee was identified in the minutes. It looked into issues related to developing an Architectural Salvage Company for Columbia. Classes and instructors (removing asbestos materials and lead based paint) were identified for workers. Two members of the commission developed a business plan based on materials from the University of Missouri Extension. Other community members have been contacted but no decision has been made.

#### **5. Commission Activities:**

##### **a. Local Landmarks Designated:**

List property names and addresses for locally designated landmarks. Indicate if the property was identified and evaluated as part of an HPF funded project or as part of a local project. Attach copies of nomination reports, ordinances designating individual landmarks and design review guidelines, if this information has not been previously submitted to the SHPO, otherwise, reference the date of transmittal. Summarize the process leading to nomination and designation; or nomination and veto of designation as a landmark. Indicate if the landmark is or will be considered for nomination to the National Register of Historic Places.

Property	Address	HPF Project/Local
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No Landmarks were identified by the Commission during 2016-2017

**b. Local Districts Designated:**

List names of locally designated districts and indicate the type of district (i.e. commercial, residential, etc.) Indicate if the property was identified and evaluated as part of an HPF funded project or as part of a local project. Attach copies of nomination reports, ordinances designating local districts and design review guidelines, if this information has not been previously submitted to the SHPO, otherwise, reference the date of transmittal. Summarize the process leading to nomination and designation; or nomination and veto of designation as a historic district. Indicate if the historic district is or will be considered for nomination to the National Register of Historic Places.

District Name	Type of District	HPF Project/Local
The Commission has talked with owners, staff of local areas about the benefits of Local Districts but no decisions have been made to this date.		

**c. National Register of Historic Places:**

List the dates, property or district and the recommendation or decision for each property considered for listing in the National Register of Historic Places. Provide a summary of the commission meeting minutes in which the nomination of individual properties and districts was discussed and voted upon. Identify the consultant who prepared the nomination, or the party responsible for preparation.

Date	Property/District	Recommendation/Decision
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The Commission did not entertain any properties for inclusion on the National Register of Historic Places during this time period.

#### **d. Cases Reviewed and Decisions Reached:**

Include a brief discussion of the commission's review responsibilities. Otherwise, this information may be presented in summary form as follows:

<b>Date</b>	<b>Property/Address</b>	<b>Recommendation and Decisions</b>
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(xvii)

To review and comment on proposed zoning amendments, applications for special use permits or applications for zoning variances that affect historically significant property, including but not limited to proposed or designated "notable properties," proposed or designated "landmarks" or "historic districts;"

None

(xx)

To testify before all boards and commissions, including the planning and zoning commission and the board of adjustment, on any matter affecting historically, archaeologically, culturally and architecturally significant property, structures, sites and areas;

None

The Commission reviewed the Columbia College Master Plan at the request of the City Council. The Colleges/University voluntarily submit plans for review. They are not required to by ordinance. No changes were recommended.

(xxii)

To make recommendations to the council concerning budgetary appropriations to further the general purposes of this ordinance;

The HPC put together a budget for the coming year. It has several new activities for the HPC. Usually the HPC is funded at the \$10,000 level but with a plan developed we were able to request and receive

\$26,230.00 Note the budget with explanations as follows:

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**attached is a copy of our budget proposal in front of council**



**Pat Fowler**

Sep 16 (13 days ago)

to me, Mark, Trevor, DeAnna, a.j., gagliardijohn, fowler, Rusty, Linda

Good morning,

Here's a copy of our budget proposal. I emailed about 30 people and asked them to chime in to council.

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Best,

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to me, Mark, Trevor, DeAnna, a.j., gagliardijohn, fowler, Rusty, Linda

Good morning,

Here's a copy of our budget proposal. I emailed about 30 people and asked them to chime in to council.

Convening a process to discuss protection of historic structures and the seed money to enable us to get the Centennial of the DBT celebration underway are important to our work over the next 6 months.

Thank you for any and all you can do to comment to council in advance of Monday's meeting.

Best,

Attachments area



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	Letter to Council Attachment A		category total
Priority 1	Legislative changes for encouraging preservation		<b>\$5,875.00</b>
	Professional facilitation for up to 3 meetings, prep and debrief	\$ 4,500.00	
	Copies, postage, advertising, meeting room materials	\$ 700.00	
	Refreshments @ \$2.50 per person times 3 meetings	\$ 375.00	
Priority 1A	Grant match		<b>\$8,000.00</b>
	SHPO application for neighborhood survey		
	Cost share/match re preserving Tribune Archives		
Priority 2	Promoting historic businesses and business in historic structures		<b>\$1,755.00</b>
	Advertising @ \$300.00 per event	\$ 900.00	
	Copies, mailing @ \$35.00 per event	\$ 105.00	
	Refreshments @ \$250.00 per event	\$ 750.00	
Priority 3	Programming for the Centennial and Bicentennial		<b>\$9,100.00</b>
	DBT Centennial Celebration (seed money)	\$ 5,000.00	
	Honorariums for speakers (5) for The Historian's Toolkit series	\$ 1,250.00	
	Meeting expenses @ \$35.00 per workshop	\$ 175.00	
	Advertising @ \$300.00 per workshop	\$ 1,500.00	
	Second Cornerstones of Columbia Celebration	\$ 1,075.00	
	Walking Tour promotion and copies	\$ 100.00	
Priority 4	Salvage, Repurpose and Technical Assistance		<b>\$1,500.00</b>
	Truck rental @ \$95.00 per day	as needed	
	Respirators, gloves, trash bags, consumables @ \$12.00 per volunteer	as needed	
	Pop up workshops, window restorations how to's, promotion and advertising	as needed	
	Copies, mailing	as needed	
	Auction event to sell specialty items from James and Bull Pen	\$ 1,000.00	
	<b>Total budget request from Historic Preservation Commission for FY 2018</b>		<b>\$26,230.00</b>

(xxiii)

To develop a preservation component in the comprehensive plan and to recommend it to the planning and zoning commission and to the council;

This has not been done this year.

To periodically review the Unified Development Code and to recommend to the planning and zoning commission and the council any amendments appropriate for the protection and continued use of historically significant property, "notable property," "landmarks" or property, sites and structures within "historic districts;" and

The Commission wrote a letter to the Planning and Zoning Commission about concerns we had during the massive rewriting of the Code. It is now referred to as the Unified Development Code.

(xxiv)

To review and comment on applications for demolition permits referred to the commission by the building official pursuant to the city's adopted building code(s). The commission may advise the property owner of any historical significance of the building to be demolished and recommend alternatives. The commission may document historic resources to be demolished. The commission shall have no authority to deny an application for a demolition permit.

Our city staffer, Rusty Palmer presents each request at the appropriate time in our meetings. To this date we have reviewed (place number)

Demolition Reports.

**e. Training and Conferences:**

List the training seminars and conferences, and the commission members who attended, as well as resource persons presenting workshops or other special information to the commission.

<b>Date</b>	<b>Location</b>	<b>Description of Event and Commissioners Attending</b>	
Name	Sunshine Law=Nov 1, Mtg of HPC	Bob Yapp, Energy... video-self report,completed by 9/29/17	From Roof Down
Pat Fowler	X	X	
Amanda Staley- Harrison	X	X	X
Mary Kaye Doyle	X	X	X
DeAnna Walkenbach	O	X	X
Mark Wahrenbrock	X	X	X
Trevor Harris			
John Gagliardi			

#### **f. Public Education and Outreach:**

Public education and outreach may include neighborhood informational meetings; special events; house tours; and other activities designed to involve and educate the public in preservation. Attach copies of news releases, news articles, fliers announcing events; etc., if not previously submitted to the SHPO.

<b>Date</b>	<b>Description of Event</b>
September 7, 2016	Commission presented the materials relevant to the historical review of the North Central area to be surveyed by a commercial surveying company. We were able to secure a meeting room in that area for the meeting. Audience asked questions relevant to the survey.
March 19, 2017	The Commission also had the assistance of volunteers which totaled 692 hrs over a two day period. They salvaged the 1903 Winn/James Hotel of important materials such as the speakeasy door, Murphy bed and tables, plumbing fixtures, cabinets, and ranges etc.
September 10, & 11, 2016	the Commission conducted a Salvage Sale of many of the materials stored in the Pole Barn at Grindstone Park which the Parks and Recreation provides to Commission at no cost. During this sale most members of the Commission were on hand to do various tasks including showing the customers how to install the materials they purchased. In addition, a Commission members did a demonstration of how to replace the wood windows in a building. The Commission got recognized in the Columbia Daily Tribune for its sale and the City of Columbia for its outstanding volunteers . We garnered \$6,348.75 from the sale.
April 1, 2017	The Commission salvaged the(?year it went into business) Bull Run Cafe and Sale Barn on the Business Loop with 57.5 volunteer hours by about 11 volunteers including some of the Commission members. Many city residents came by to ask questions and tell us of some of their experiences. We retrieved such things as metal sign for the place, theater seats used by the people who came to the sales and a Duchess Machine which was used to make biscuits/rolls in the cafe.
July 18, 2017	Commission presented the completed report to the North Central neighborhood and other interested city residents. This meeting also occurred in a neighborhood public building. A copy is available on disc by contacting Rusty Palmer, City Planner and on the Commission' web site.

#### **6. Comprehensive Preservation Plan/Preservation Component to City Masterplan:**

This may be addressed by a brief discussion of any revisions that have been made to the comprehensive plan submitted as part of the certification request, or submit a copy of the revised document if not



previously submitted to the SHPO.

## **7. Historic Properties Inventory:**

Identify all individual properties that have been added to the historic properties inventory, either as individually or as components of a district. Indicate if the properties were identified as a local project or as part of a HPF grants project.

Property	Address	Property Type	Local/HPF
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May 23, 2017 The Commission recognized and added 4 properties as Most Notable to our list of 153 previously recognized since 1998. This was a well received event by the community. Each property had the current owners of the properties. Commissioners and other volunteers read historical material relevant to the building and its original owners. One building had a direct decedent of the builder/owner. Our venue was the older section (Daniel Boone Hotel) of the first floor of the current city building. It was well subscribed. Commission was very proud and plans to seek another venue which would not be so crowded.

July 2017 The Commission along with previous member and generous city businesses instituted a new award this year. It is called the Cornerstone Award. Building plaques were presented to The Coca Cola bottling Building owner and the Blue Note Theater. The venue was the outside of each building which were about 4 blocks apart. Individuals were dressed in costumes appropriate to the period and presented information about Columbia at the time the buildings were built while people sauntered down the street. The buildings are in the original downtown of the city.

(What date do we put in here?) One-third or about 240 buildings of the North-Central Neighborhood were surveyed thanks to the generous financial support of the staff in the State Historic Preservation Organization. North-Central is the section of town which includes the original homes of the city, usually referred to as the working peoples home. We feel very fortunate to have Shop's support. The SHPO contributed \$ and the city matched it at level.

## **8. Historic Preservation Incentives:**

### **a. Local Tax Incentives Program:**

During the reporting period, did your community have a tax incentive program/process under local law that could be used to benefit (directly or indirectly) historic properties? If yes, please give a brief description of the tax incentive program and how many historic properties your local government assisted during the current reporting period.

The Commission did not participate in this program this year

**b. Local “Bricks and Mortar” Grants/Loans Program:**

During the reporting period, did your community have a local government-funded grants/loans program that could be used for rehabilitating/restoring/preserving historic properties? If yes, please give a brief description of the bricks and mortar program and how many historic properties your local government during the current reporting period.

The Commission plans are to raise enough money to start a program. The city is unable financially to support this activity now.

**9. Local Property Acquisition Program:**

During the reporting period, aside from eminent domain, did your local government have a program that could be used to acquire (and/or help others acquire) historic properties in whole or in part through purchase, donation, or other means? If yes, during this reporting period, how many historic properties did your local government acquire (and/or help others to acquire) in whole or in part through purchase, donation, or other means?

Rusty What about this?

**10. Local Design Review/Regulatory Compliance Program:**

During the reporting period, did your local government have an historic preservation regulatory law(s) (e.g., an ordinance requiring Commission/staff review of 1) local government activities and/or

2)changes to, or impacts on, properties within an historic district)? If yes, during this reporting period, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s)?

During this reporting period the Commission did not participate in this activity.