



Monday, January 23, 2023

12:00 PM

Historic Preservation Resource Commission (Certified Local Government)

- I. CALL TO ORDER
- II. MINUTES
 - a. Approval of November 28, 2022 and December 9, 2022 meeting minutes.
- III. ACTION ITEMS
 - a. Reorganization of the IHPRC and review of the Kansas Open Meetings law by the City Attorney.
 - b. Consider High Roads Exterior Facade Renovation at 107 and 109 E. Main Street.
- IV. DISCUSSION
 - a. Downtown Upper Story Apartments Update.
- V. ADJOURNMENT



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 23, 2023**

Department Admin

Prepared By David Cowan

AGENDA ITEM Approval of November 28, 2022 and December 9, 2022 meeting minutes.

SUMMARY RECOMMENDATION Staff recommends approval of minutes

BACKGROUND Minutes of the November 28, 2022 and December 09, 2022 meeting for IHPRC committee review and approval.

SUGGESTED MOTION I move to approve the November 28, 2022 and December 09, 2022 meeting minutes.

SUPPORTING DOCUMENTS

1. November 28, 2022 Meeting Minutes
2. December 9, 2022 Special Meeting Minutes

Monday, November 28, 2022
Historic Preservation Resource Commission
Meeting Minutes

Members Present: Darin Axthelm, Bill Gour, Brea Sanford, Tim White, Jason Rutledge
City Staff: David Cowan
Ex Officio: Lisa Wilson
Absent: John George, Gary Hogsett
Special Guest: Miranda Bruening, Omar Elsabassy, Jessi and Alia Bannon, April Nutt
(Via Zoom)

Members went over the October 24 minutes. Bill Gour made a motion to approve the minutes as presented. Brea Sanford seconded the motion and all were in favor of accepting the minutes as presented.

Discussion:

The members reviewed a signage request made by Twin Spur Western Outfitters. The proposed sign is to be affixed to the existing awning of the business in the same position as the previous business' sign. The sign meets all city signage regulations. Bill Gour motioned to approve the sign request as presented. Tim White seconded the motion and all approved.

New owner of the previous Cantrell's Fine Jewelry store, located at 208 North Pennsylvania Avenue, Omar Elsabassy, came to speak with the Commission about his new business going in downtown. He proposes to open a mens lounge and barber shop in the space and renovations are underway. Elsabassy shared design plans with the group regarding the exterior design and signage.

Appropriateness Certificate Discussion:

The members present looked over KSA 75-2724, which was discussed during the October meeting. It was determined that the outdoor changes made to the Evidence Building should have come to the IHPRC, even though it was a non-contributing building. City Staff has updated the ordinance to be more aligned with the IHPRC.

VFW Improvements:

Miranda Bruening came to the commission with a proposal from VFW for a series of second-story balconies on their existing building. The City of Independence is on board with this project, as their okay was paramount due to the fact that the balconies will overhang onto City property.

The proposed balconies would stretch along the north and east sides of their building. It is possible to create those spaces for outdoor seating.

Bruening pointed out, when asked, that there would be a historical window for a doorway on either side but those openings alone would not put the building onto the

Contributing list of historical buildings.

The balconies would be made and installed by Ironworks and made to regulations. As a whole, the group approved of the balconies and liked the idea of their addition.

Downtown Apartments:

Bruening quickly went over the reports from the historical architect that were done on all of the buildings that are going to be remodeled. She explained what each section meant but left it up to the discretion of the group members to look through each one, as the wording is similar throughout all of them.

Bill Gour motioned to end the meeting. Jason Rutledge seconded the meeting and the commission adjourned.

December meeting will be canceled, unless otherwise noted.

Friday, December 9, 2022
Historic Preservation Resource Commission
Special Meeting Minutes

Members Present: Darin Axthelm, Bill Gour, Brea Sanford, Tim White, Jason Rutledge,
John George, Gary Hogsett
City Staff: David Cowan
Ex Officio: Tabatha Snodgrass
Absent:
Special Guest:

Darin called the quick meeting to order.

Discussion:

The members reviewed a signage request made by Amy Taylor of Grassroots Design on behalf of the owners of Fleas-An-Tiques, located at 107 West Main Street. The group unanimously decided that the sign was tasteful and appropriate, but stipulated that the instillation of the sign cannot harm the facade of the building.

Gary Hogsett made a motion to approve the signage as presented. The motion was seconded by Tim White and all were in favor.

Tim White made a motion to adjourn the meeting. Bill Gour seconded the motion and the motion passed.

There will be no other meetings in December unless noted.



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
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ACTION
CITY OF INDEPENDENCE
JANUARY 23, 2023**

Department Admin

Prepared By David Cowan

AGENDA ITEM Reorganization of the IHPRC and review of the Kansas Open Meetings law by the City Attorney.

SUMMARY RECOMMENDATION The IHPRC Board will need to reorganize for 2023 and elect a Chair, Vice Chair and Secretary for 2023

BACKGROUND Annual reorganization of the IHPRC board for 2023

SUGGESTED MOTION Motion for new Chair, Vice Chair and Secretary for 2023

SUPPORTING DOCUMENTS

1. Orientation for City Boards
2. Code Of Ethics
3. 4382 - Remove Members of Boards for Non Attendance

OUTLINE FOR MEMBERS OF CITY BOARDS

A. Kansas Open Meetings Act (KOMA)

1. Applies to governmental entities or subordinate groups of governmental entities in general terms.
2. The purpose of KOMA is to require governmental entities, and their subordinate bodies, to conduct their business in the open so the public can observe and see what is going on.
3. For KOMA to apply, there must be a meeting. A meeting is defined as a gathering, a telephone call, or other means of "interactive communication" involving a majority of the board or entity for the purpose of discussing the business or affairs of the entity.
4. There are certain exceptions to KOMA which permit the entity to discuss certain matters in private which are called executive sessions. Executive sessions are permitted for the following subjects:
 - a. Personnel matters of non-elected personnel.
 - b. Consultation with an attorney which would be deemed privileged in the attorney-client relationship.
 - c. Confidential data relating to financial affairs or trade secrets of a company.
 - d. Preliminary discussions relating to acquisition of real estate.

B. Code of Ethics

1. The City Commission recently adopted a Resolution creating a written code of ethics for elected officials and their appointees. You are appointees and are subject to the code of ethics.
2. The provisions of the code of ethics speak for itself. It is designed to ensure fair dealing with the public.
3. The code of ethics sets forth certain situations which, if they arise, would require you to not participate in a vote being taken on a particular subject.

4. The conflict of interest provisions are set out on page 4 regarding acceptance of gifts, financial or business interests with the City, financial interest disclosures, etc.

C. Abstentions:

1. If a member of a board is present when a vote is taken, the member should vote unless the member has a reason under the code of ethics resolution which would require that the member not vote. If a member does not vote, it is considered an abstention.
2. For purposes of the minutes of the meeting, an abstention should be recorded as an abstention.
3. The effect of an abstention is that the member's vote does not count against the majority, but if there is a specific law or ordinance which requires a certain number of votes to have been cast in the affirmative in order to support the action being taken, the abstention cannot be used as an affirmative vote in that situation.

D. Statutory Conflicts of Interest:

1. There is a state statute on conflict of interest which covers appointees to City boards, but does not require appointees to file a statement of substantial interest.
2. Elected officials, on the other hand, must file a statement of substantial interest.
3. A statement of substantial interest is a disclosure statement in which an elected official is required to disclose any business in which he or she, or spouse, has an equitable interest exceeding \$5,000.00 or 5% ownership, or has received income of \$2,000.00 or more from the business in the last year.
4. The statute prohibits participating in the making of a contract with a business in which you have a substantial interest, except if the contract is awarded based upon competitive bidding.

E. Conducting Meetings

1. A quorum of a board is necessary in order to conduct a meeting. What constitutes a quorum is a majority of the board unless there is a specific statute or ordinance specifying otherwise.
2. There are no state statutes, or city ordinances or policies to my knowledge, that require that you adhere to any particular rules of order such as Roberts Rules of Order. Nevertheless, it is general practice for a board to take action by someone making a motion, having a second, and then voting on the motion.
3. The actions of the City Commission can be by motion, by resolution, or by ordinance, with an ordinance being the most formal. An ordinance must be published in the official city newspaper before it can take effect. There is no similar requirement for a motion or resolution unless such requirement exists by virtue of a statute or ordinance.
4. The actions of a board are generally by motion, and possibly by resolution if required. Boards do not have the authority to adopt ordinances.

RESOLUTION NO. 2015-010
A RESOLUTION ESTABLISHING A CODE OF ETHICS and
STANDARDS OF CONDUCT FOR ELECTED OFFICIALS OF
THE CITY OF INDEPENDENCE, KANSAS, AND THEIR APPOINTEES

I. PURPOSE

This Code of Ethics for the City of Independence establishes standards of conduct expected of those elected officials, and their appointees, who act for or on behalf of the public in the performance of their governmental duties and responsibilities.

Government service and public sector employment is a public trust, and those who serve the public must perform and discharge their duties consistent with the highest moral principles, serving always the best interests of the City and its citizens.

Representative government is based upon the consent of the governed, under a system whereby every citizen has a right to expect those who govern or serve in the government to act not for themselves but for the governed as a whole. Since government can act only through its officials, it is incumbent upon them to honor the public trust and instill confidence in government by their own integrity and conduct in all official actions.

It is, therefore, the purpose of this Code of Ethics to:

1. Maintain the highest ethical standards in the City government.
2. Increase public confidence in the integrity of the officials of the City.
3. Help officials in determining the proper course of action when facing uncertainty in ethical obligations.

II. APPLICATION

This Code of Ethics for the City shall apply to all persons who are elected as a City Commissioner and to all persons appointed by the City Commission to any position, board, or commission, whether compensated or not, other than independent contractors, who perform services for and on behalf of the City.

The ethical standards, considerations and rules of conduct shall apply and be observed during the person's term of office or service with the City.

III. POLICY STATEMENT

It is the policy of the City that:

- A. All citizens be provided fair treatment and equal access to and from the government, without any appearance or element of discrimination or favor or consideration of any special interest.

B. All official actions taken in the performance of government duties or responsibilities be motivated by service of the public interest and protection of the public trust without any regard for personal achievement, aggrandizement, or personal benefit

C. All persons who act for or represent the interest of the City adhere to the highest standards of ethical conduct in the performance of their duties.

D. The policies and procedures for operation of the City government provide for efficient and cost-effective service, responsive to the public interest, which will preserve and promote confidence in government and the integrity of its members.

IV. ETHICAL STANDARDS.

It shall be the duty of the elected officials (and their appointees) to whom this Code of Ethics applies to observe the highest moral principles in all official actions, whether specifically noted or mandated in this Code, and to refrain from any course of conduct which might result in, or create the appearance of a violation of the following ethical standards. An elected official should:

- STANDARD 101: Endeavor to be loyal to high standards and to the City, above loyalty to persons, department or agency, or political or other interests.
- STANDARD 201: Uphold the constitution, laws and regulations of the United States, the State of Kansas, and the City.
- STANDARD 301: Treat all citizens fairly and equally with courtesy and respect, and never discriminate by dispensing of special favors or privileges, whether for remuneration or not.
- STANDARD 401: Refrain from making any public or private promise the performance of which would require him or her to act beyond the proper scope of the duties of his or her office, or act in a manner which could compromise the integrity of his or her public office.
- STANDARD 501: Never engage in business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his or her governmental duties
- STANDARD 601: Never use any information coming to him or her confidentially in the performance of governmental duties as a means for making a private profit or gaining benefit for himself or herself or others; and never reveal any information made known to him or her through his or her public office which is by law confidential or by custom a protected right of privacy where revealing the information could effect the civil or moral rights of any citizen.

- STANDARD 701: Always safeguard the public trust and never use nor allow the use of government property or funds for private purposes, for purposes other than those authorized or permitted, or for purposes which could mislead the citizens or damage the confidence and reputation of the government.
- STANDARD 801: At all times display the highest level of integrity in performing his or her duties and never knowingly or negligently mislead or allow others to mislead the public or other government officials nor fail to disclose or report to appropriate officials any corruption whenever discovered.
- STANDARD 901: Avoid the appearance of improper influence and refrain from ever receiving, soliciting or accepting gifts, gratuities, favors or anything of value for himself, herself, family, or others, which is intended or has the appearance or effect of influencing the performance of his or her duties; and should never himself or herself lobby nor attempt to influence others in the performance of their duties by any means which are not a part of his or her authorized duties.
- STANDARD 1001: Never allow his or her judgment to be compromised by any personal, family or business interest not a part of his or her government service and never act upon any matter in which he, she, family, or business has or may have any financial or beneficial interest; and always declare and disclose the full nature and extent of any personal, family, or business interest in any matter related to governmental actions or duties.
- STANDARD 1101: Stand as a representative of the City and the public trust and never intentionally act outside the scope of his or her authority in that representation nor allow to be perceived as acting on behalf of the public or government when, in fact they are not.

V. INTERPRETATION AND GUIDELINES

A. GENERAL INTENT AND INTERPRETATION: This Code of Ethics is intended to establish standards to guide the decisions and actions of the public officials in the performance of their official duties and functions. The standards established by the Code are rules of reason and not rules of law, and they do not themselves seek to impose duties or obligations not otherwise required of public officials. Rather, the standards seek to recognize the expectations inherent in government service through public opinion and perception and to define the special responsibilities that arise through the representation and authority of government. Likewise, the Code does not attempt to exhaust the moral and ethical values that must guide government actions, nor does it displace professional knowledge, skill or judgment. Persons in government service must also be guided by personal conscience and the independent ideals of their profession, as well as the legal duties imposed upon them. These standards, therefore, should be interpreted with reference to the purposes of government service and the unique stature of public professionalism.

B. **GUIDELINES FOR APPLICATIONS:** The following guidelines are designed to provide a frame of reference for interpretations of the Ethical Standards. They are not absolutes, but serve as considerations to be applied to specific factual situations.

1. **Gifts and Gratuities.** A gift or gratuity would include any item of value, whether in the form of money, services, loan, travel, entertainment, hospitality, promise, favor, or tangible objects. As a general rule, a public official should not:

- a. solicit a gift or gratuity for any purpose related to their official duties or City business or operations;
- b. accept any gift or gratuity (other than appropriate political contributions for elected officials) or an honor or award presented by a professional or fraternal organization, for the performance of duties;
- c. keep any unsolicited gift or gratuity having a value exceeding \$100; and
- d. accept any gift or gratuity under circumstances that a reasonable person would question or circumstances where the giver would have reason to expect something in return.

2. **Financial or business interests with City Operations.** A financial or business interest includes any that would directly or indirectly provide a monetary or material benefit to the official. As a general rule, an official of the City should refrain from participation in any selection process, contract negotiation, or purchase of goods or services where they, or their family members or business associates, have any beneficial or financial interest in the award, selection, or contract. Further, an elected official or appointee should not engage in or have a financial interest in any business providing goods or services to the City except when the goods or services are provided through the formal competitive bid process under the purchasing policies of the City, and then only upon full disclosure to all appropriate officials of the financial interest.

3. **Financial Interest Disclosures.** A material financial interest would include an interest that provides direct financial remuneration to the elected official or appointee, or to any member of their immediate family, in an aggregate amount of five hundred dollars (\$500) or more in any year, or an ownership interest in any business entity which exceeds ten percent (10%) of the total ownership. An elected official or appointee of the City should always fully and publicly disclose any material financial or other beneficial interest that the official has or may have in any contract, legislative action, formal decision, or governmental ruling or determination whenever the official will or may participate in any manner in the discussion, deliberation, decision, or administration of the matter.

4. **Conflict of Interest.** A conflict of interest includes any circumstance under which a elected of the City has a direct personal interest, other than the diligent performance of their official duties, in the result or outcome of any governmental action for which the official has, in whole or in part, any discretionary authority or responsibility. It is not limited to financial interests, but may include other interests such as personal friendship, family relations, or other associations with groups or persons. An elected official or appointee of the City should always avoid even the appearance of such conflicts by full, public disclosure of such interests to

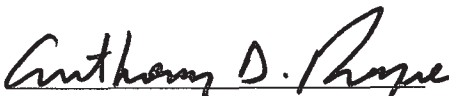
appropriate officials and, where possible, by abstaining from participation in the performance or exercise of the official, discretionary actions. Elected officials (and their appointees) should abstain from voting on issues only if there is a conflict of interest, and should state, in general terms, the nature of the conflict.

Adopted and approved by the Governing Body of the City of Independence, Kansas, on this 19th day of February, 2015.

Attest:



Mayor



Director of Finance / City Clerk





Marilyn Calhoun
Marilyn Calhoun, Register of Deeds

ORDINANCE NO. 4382

An Ordinance Authorizing the Mayor to Remove Members of Boards or Commissions for Non-Attendance

BE IT ORDAINED by the Governing Body of the City of Independence, Kansas:

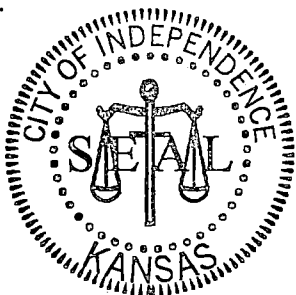
Section 1. ~~City Code Section 2-99 which is specific to members of the planning commission is hereby repealed.~~

Section 2. The Mayor, upon a majority vote of the governing body, may remove any persons appointed by the governing body to any board or commission of the city for non-attendance based upon the following criteria:

- a. Absence from three consecutive meetings at which a vote can be taken; or
- b. Absence during any 12-month period of one-third of the total meetings at which votes can be taken.

Section 3. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the Governing Body of the City of Independence, Kansas, on the 10th day of March, 2022.



ATTEST:

Dean A. Hayse
DEAN A. HAYSE, Mayor

David W. Schwenker
DAVID W. SCHWENKER, City Clerk





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COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 23, 2023**

Department Admin

Prepared By David Cowan

AGENDA ITEM Consider High Roads Exterior Facade Renovation at 107 and 109 E. Main Street.

SUMMARY RECOMMENDATION The City Staff has no recommendations.

BACKGROUND Jason Elmore has purchased 107 and 109 E. Main Street and will install a Coffee Roasting and Retail place. Miranda Bruening will be presenting his request for the redesigned interior and exterior of the building for IHPRC review and approval.

SUGGESTED MOTION I move to approve the Certificate of Appropriateness (with or without changes) for 107 and 109 E. Main Street.

SUPPORTING DOCUMENTS

1. Jason Elmore - Application for certificate of appropriateness
2. HIGH ROAD COFFEE ROASTERS IHPRC PRESENTATION

City of Independence Kansas
Independence Historic Preservation and Resource Commission

A. APPLICANT INFORMATION

Name of Applicant: Jason Elmore
Mailing Address: 700 W. Beech Independence KS 67301
(Street) (City) (State) (Zip)
Telephone Number: 620-249-4864 Email: elmorej8@yahoo.com

Is the Applicant an: ☒ Individual, ☐ Corporation, ☐ Partnership, ☐ Other _____

If the Applicant is a corporation or partnership, a list of the names and addresses of persons having a 10% interest or more in the corporation or partnership must be attached.

Relationship of the applicant to the property: ☒ Owner, ☐ Tenant or Lessee, ☐ Purchaser under contract
(with consent of owner, ☐ Other (please specify) _____

If the applicant is not the owner of the property in question, the applicant must submit an affidavit with the owner(s) authorization to proceed with this process.

B. PROPERTY OWNER INFORMATION

☒ Check here if same as applicant. If the owner is not the applicant, please complete the following:

Owner's Name: _____
Address: _____
Telephone Number: (____) _____ Email: _____

C. PROPERTY INFORMATION

Street Address: 107 E. Main
Block Number(s): 54; Lot Number(s): 8+9 + part of 13
Zone of Property: Commercial

Have all municipal taxes due as of the date of this Application been paid? ☒ Yes ☐ No

If no, please explain: _____

[This Space for Official Use Only]

DATE THIS APPLICATION WAS FILED WITH THE CITY _____

DATE THE REPORT OF THE COMMISSION WAS SUBMITTED TO THE CITY _____

THE APPLICATION IS DETERMINED TO BE COMPLETE THIS _____ DAY OF _____

INDEPENDENCE HISTORIC PRESERVATION OFFICER

D. CONSULTANT INFORMATION

Name, profession, complete address, telephone and email address of attorney, architect or other consultant representing applicant:

ETHAN ARCH + DESIGN 107 N. PENN UNDEP. (ARCH)

CHRISTINE JULIAN INTERIORS LAWRENCE KS 785-380-9929

PATRICK STWARD - STRUCTURAL ENGINEER

E. CHANGES PLANNED

Is a change of use planned for this property? If yes, indicate old and new uses. ☒ Yes ☐ No

Old - Office Space - 107 E Main

New - Coffee Roasting & Retail

109 E Main will remain office space

Indicate the category of work contemplated [check each appropriate description]:

Demolition ☒

Relocation ☐

Change to exterior appearance ☒

Addition or new construction ☐

Describe in narrative form the nature of the work contemplated. Use additional sheets if necessary:

Exterior - We hope to increase window sizes, new doors, paint, overall ~~to~~ improve curb appeal while staying with traditional designs of time period & other structures in neighborhood.

Interior - The interior of 107 E main is both dated & must be renovated to move from office space to a retail space.

Drywall, new electrical, paint, flooring considerations, etc. Some new plumbing will need to be added as well. Venting for Roaster installed also.

Please attach to this application any additional materials that pertain to the nature of the intended work, such as photographs, diagrams, architectural drawings, or specifications. Also, please include, where available, any historical documentation or photographs that supports the planned restoration and/or rehabilitation activity.

F. CERTIFICATION BY APPLICANT

I hereby certify that, as of the date I signed this application, I am a legal or equitable owner of the property described herein, or I am an authorized officer or principal of said owner. I further certify that if there are other legal or equitable owners of said property, I have identified them herein. I further certify that the contents of this Application are complete, accurate and true.

Applicant's Signature: Jason R Elmore
Printed Name: Jason R Elmore
Title: Owner
Date: Jan 20, 2023 [If signing for Applicant]

NOTE: SEE INSTRUCTIONS TO APPLICATIONS, PARAGRAPH 9, FOR IMPORTANT NOTIFICATION REQUIREMENT THAT APPLIES TO ALL APPLICATIONS.

The IHPRC shall review the application for a certificate of appropriateness and determine whether issuance of a certificate of appropriateness should be approved or denied within 45 days of receipt of the application.

[This Space for Official Use Only]

APPLICATION TIMETABLE

1. Date application submitted	
2. Date application is deemed complete	
3. Date by which applicant must be notified that application is complete and that hearing has been scheduled	
4. Hearing date	
5. Date Commission's decision is due (within 45 days of App)	



HIGH ROAD COFFEE ROASTERS FAÇADE RENO

SCOPE OF WORK

- REMOVE EXISTING YELLOW SIDING AND EXPOSE STRUCTURE SO TO BE ABLE TO REPLACE DETERIORATING STRUCTURAL BEAM. BEAM IS CURRENTLY NOT ANCHORED PROPERLY AND ROLLING WITHIN THE WALL CAVITY.
- INSTALL NEW STOREFRONT ON WEST SIDE ONLY. STOREFRONT TO HAVE TRANSOM WINDOWS TO ALLOW FOR NATURAL LIGHT INTO THE SPACE.
- EAST SIDE WILL REMAIN ULTIMATELY THE SAME OTHER THAN NEW SIDING AND PAINT. AT THIS TIME, THERE IS NO EASY WAY TO INSTALL NEW STOREFRONT WITHOUT MAJOR INTERIOR WORK ON THAT SIDE TO ALLOW FOR HIGHER CEILING, FLOOR RAMP ETC. THE FUTURE PLAN IS TO EXTEND THE STOREFRONT WHEN THE BUSINESS NEEDS TO EXPAND.
- NEW SIDING WILL BE APPLIED TO THE FIRST FLOOR AREA CURRENTLY COVERED WITH SIDING. THE NEW SIDING WILL BE OF TWO STYLES.
 - OPTION 1 IS A MORE TRADITIONAL STYLE WITH A PANELED LOOK TO IT
 - OPTION 2 IS A MORE MODERN UPDATE WITH A WOOD LOOK SIDING TO GIVE A FRESH AESTHETIC
- THE TOP METAL PORTION OF THE PROJECT WILL BE REPAINTED A SOLID COLOR AND LIGHTING INSTALLED. THE VERY HISTORIC LOOK AND NATURE OF THAT METAL DETAILING WILL REMAIN AND THERE IS NO INTENT OR DESIRE TO CHANGE THOSE ELEMENTS.

MODERN CONCEPT

A thin, vertical white line is positioned to the right of the text 'MODERN CONCEPT', extending from the top of the word 'MODERN' down to the bottom of the word 'CONCEPT'.



TRADITIONAL CONCEPT

A vertical white line is positioned to the right of the text, extending from the top of the word 'TRADITIONAL' down to the bottom of the word 'CONCEPT'.



The background image shows a multi-story historic building with a light-colored facade and dark window frames. A white rectangular border frames the central text. The text is in a large, white, serif font, arranged in three lines. The building's architecture includes decorative elements like cornices and pilasters. A flag is visible on the left side of the building.

HIGH ROADS COFFEE ROASTERS INTERIOR RENO

SCOPE OF WORK

- REMOVE EXISTING LAY IN CEILING TO EXPOSE THE TIN CEILING ABOVE. GUT ENTIRE INTERIOR DOWN TO EXTERIOR WALL SHELL.
- NO INTERIOR ITEMS FALL UNDER THE “HISTORICAL” REALM OTHER THAN THE TIN CEILING.
- RUN EXPOSED DUCT WORK THROUGHOUT
- UPDATE INTERIOR WITH MODERN COFFEE SHOP VIBE
- NEW LIGHTING THROUGHOUT
- PROVIDE NEW ROASTING ROOM / AREA IN BACK OF HOUSE OUT OF SIGHT OF PUBLIC. NEW VENTILATION WILL BE NEEDED AND INSTALLED FOR ROASTING MACHINES.

EXISTING PHOTOS

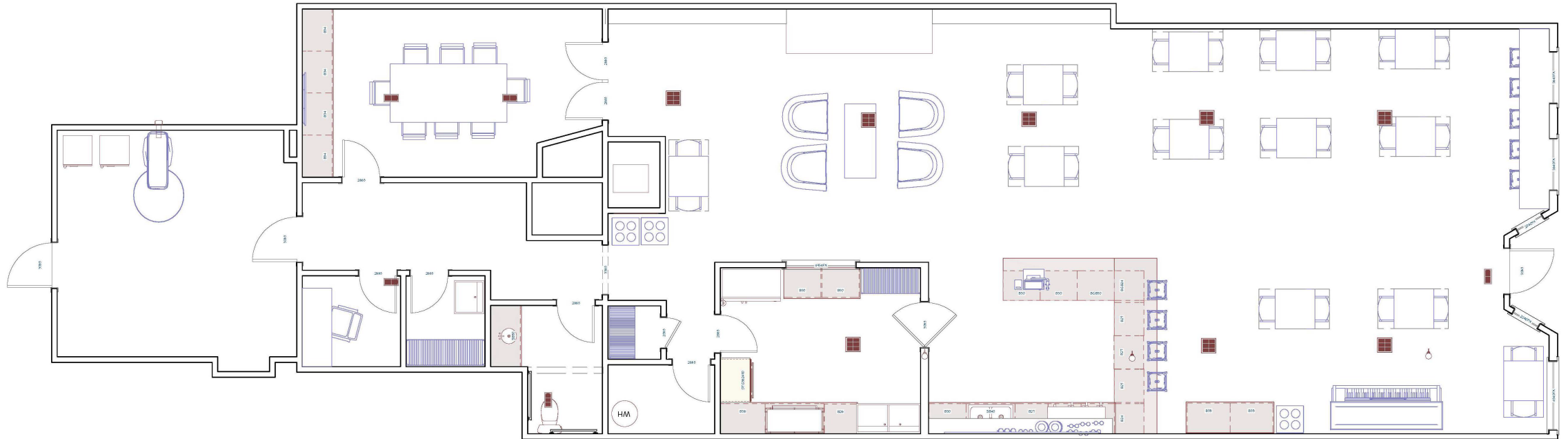
A vertical white line is positioned to the right of the text 'EXISTING PHOTOS', extending from the top of the word 'EXISTING' down to the bottom of the word 'PHOTOS'.



INTERIOR CONCEPTS

A thin, vertical white line is positioned to the right of the text, extending from the top of the word 'CONCEPTS' to the top of the word 'INTERIOR'.

FLOOR PLAN LAYOUT / CONCEPT







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JANUARY 23, 2023**

Department Admin

Prepared By David Cowan

AGENDA ITEM Downtown Upper Story Apartments Update.

SUMMARY RECOMMENDATION

BACKGROUND Miranda Bruening will provide an update on the Downtown Upper Story Apartments Project.

SUGGESTED MOTION

SUPPORTING DOCUMENTS

1. Trident Partnerships Development - IHRPC UPDATE 1.23
2. 113 E Main part 2 body - Edits 1.18.23



Trident Partnerships Development

IHRPC Update

JANUARY 23RD, 2023



GENERAL INFORMATION

- FIRST ROUND OF MIH GRANTS WERE AWARDED AND DEVELOPER WAS NOT AN AWARDEE. WE MET WITH THE GRANT ADMINISTRATION TEAM AND TALKED ABOUT WHERE OUR APPLICATION NEEDED IMPROVEMENT AND WILL RESUBMIT IN FEBRUARY.



STANFORD BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE COMPLETE.
- PART 2 HISTORICAL TAX CREDIT APPLICATION IS COMPLETE AND IS BEING SENT OFF ON MONDAY PENDING FINAL APPROVAL FROM DEVELOPER.
- PROJECT WILL BID OUT AT SAME TIME AS HAIR PLUS. ESTIMATED FEB 1 FOR LETTING AND EOM FOR CAPTURE AND AWARD.
- CONSTRUCTION ANTICIPATED TO START AS DEMOLITION F/O MARCH



HAIR PLUS BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE 95% COMPLETE. FINAL DRAWINGS TO BE ISSUED JANUARY 27TH TO CONTRACTOR.
- PART 2 HISTORICAL TAX CREDIT APPLICATION IS PARTIALLY COMPLETE. NEEDS REVIEW FROM ARCH AND DEVELOPER BEFORE FINALIZATION.
- PROJECT WILL BID OUT AT SAME TIME AS STANFORD. ESTIMATED FEB 1 FOR LETTING AND EOM FOR CAPTURE AND AWARD.
- CONSTRUCTION ANTICIPATED TO START AS DEMOLITION MARCH 15TH



HAGARS WEST BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE 75% COMPLETE.
- PART 2 HISTORICAL TAX CREDIT APPLICATION HAS NOT BEEN STARTED
- PROJECT WILL BID OUT AT SAME TIME AS BOOTH FOUNDATION BUILDING. ESTIMATED MARCH 1 FOR LETTING AND EOM FOR CAPTURE AND AWARD.
- CONSTRUCTION ANTICIPATED TO START AS DEMOLITION F/O APRIL

BOOTH FOUNDATION BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE 75% COMPLETE.
- PART 2 HISTORICAL TAX CREDIT APPLICATION HAS NOT BEEN STARTED
- PROJECT WILL BID OUT AT SAME TIME AS HAGARS WEST BUILDING. ESTIMATED MARCH 1 FOR LETTING AND EOM FOR CAPTURE AND AWARD.
- CONSTRUCTION START WILL BE DETERMINED ON BID RECEIPT. AT THIS POINT, UNKNOWN HOW WELL DISPERSED THE SUB-CONTRACTOR POOL WILL BE AND WILL NEED TO ADDRESS THE PROJECT SCHEDULE ONCE THERE IS A BETTER HANDLE ON THE POOL OF LABOR BIDDING.

EAGLES BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE 50% COMPLETE.
- PART 2 HISTORICAL TAX CREDIT APPLICATION HAS NOT BEEN STARTED
- PROJECT WILL BID OUT ON ITS OWN ONCE SUB-CONTRACTOR POOL AND LABOR NEEDS ARE FIGURED OUT.

BOOKSTORE BUILDING

- PROJECT CONSTRUCTION DOCUMENTS ARE 40% COMPLETE.
- PART 2 HISTORICAL TAX CREDIT APPLICATION HAS NOT BEEN STARTED
- PROJECT WILL BID OUT ON ITS OWN ONCE SUB-CONTRACTOR POOL AND LABOR NEEDS ARE FIGURED OUT.
- DEVELOPER IS APPLYING FOR HITCA, HOPE AND CDBG GRANTS ON THIS PROJECT. TIMELINE FOR CONSTRUCTION WILL BE DETERMINED ONCE IT IS KNOWN IF GRANTS HAVE BEEN AWARDED.
- PROJECT WILL PROCEED EVEN IF GRANTS ARE NOT AWARDED.

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The Security Abstract Company building is a contributing resource in the Independence Downtown Historic District (listed 7/19/2006). Construction of the building was completed in 1908. The first floor was historically designed for retail/commercial use and housed the Security Abstract Company from construction through at least 1987. Stanford & Stanford law office is first listed at this address in 1916. The second floor was designed for residential use.

The two-story brick masonry building is a two-part commercial block with a one-story rear section. The primary façade faces north onto Main Street in the downtown business district of Independence, Kansas. A distinctive canted corner entrance on the northwest corner and an infilled storefront fills the first story. The door at the east end of the storefront provides access to the second-story residential space. The first-floor interior is primarily an open space with some partitioning and a vault at the south (rear) end. The second story is divided into two residential units with an open vestibule at the top of the stairway.

Some alterations have occurred since the building was constructed, but it retains a significant amount of historic fabric and design. Major character-defining features include:

Exterior:

- Detailed brickwork at the cornice line and above the main corner entrance on the north façade
- Brick pilasters, curved brick door surround and stone header inscribed “Stanford” at the corner entrance
- Limestone windowsills/headers and pilaster caps and bases

Interior:

- Open volume of space on the first floor
- Vault in the southeast corner
- Pressed metal ceilings in the south section of the first floor
- Wood floors and wood base throughout the building
- Staircase in the northeast corner with historic banister

The applicant plans a rehabilitation that will preserve the commercial use of the first floor and the residential use of the second floor. Many of the character-defining features and historic fabric will be retained including the first-floor vault, overall volume, and sense of openness on the first floor, historic pressed metal ceilings and tongue-and-groove wood floors. The plan for residential apartments on the second floor is generally sympathetic to the historic configuration of the space. Much of the layout and historic finishes, including wood base, plaster walls, and wood doors with transoms, will be retained.

Commented [RC1]: There is a note about salvaging for reuse? It should just be retained.

Commented [MBN2R1]: There are some areas that the base is being removed for various reasons. We note to salvage and reuse it for that reason. It is being retained in the areas that are not affected for sure.

ITEM 1: SITE		DATE(S) OF ITEM: 1908- PRESENT	
Existing Condition: The primary north façade abuts a concrete public sidewalk. The west elevation faces a paved public alleyway. The south elevation faces a small asphalt surface parking strip that connects with the public alleyway. An adjacent two-story building abuts the east elevation. Photo(s): 1, 7, 21 Plan(s): N/A		Proposed Work: There is no sitework is proposed.	

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ITEM 2: EXTERIOR WALLS		DATE(S) OF ITEM: 1908, 1916
Existing Conditions: The north elevation retains its historic red brick cladding with the exception of the modern brick infill in the storefront. There is decorative brickwork at the cornice line. The main arched doorway has brick pilasters and a curved brick door surround. The door header and windowsills are stone, and a stone band course tops the second story above the windows. The west elevation is clad in the same historic red brick and continues the decorative treatment of the north facade at the cornice line. The south elevation is also clad in historic red brick but is simplified in design and character. The condition of the brick and stone elements ranges from poor to good. The west elevation parapet walls are spalled, and mortar joints are significantly deteriorated from water infiltration. There is some graffiti on the first story of the west elevation. Photo(s): 1, 4, 8-10, 12-15, 18, 20, 22 Plan(s): D103, A201	Proposed Work: Masonry will be cleaned to remove staining and non-historic paint. Masonry cleaning shall be accomplished using the gentlest means possible to avoid damaging historic masonry. Cleaning will begin with low pressure (100-400 psi) water first. If low pressure water does not adequately clean the substrate, a gentle chemical such as PROSOCO Light Duty Restoration Cleaner or similar, will be used. Testing will occur in an inconspicuous area to ensure the color and texture of the stone and mortar is not damaged before progressing on larger, more conspicuous areas. Abrasive methods will not be used. Masonry cleaning will be accomplished in accordance with Preservation Briefs 1 and 6. Each façade will be repointed and missing masonry units replaced. The west and south facades require the most work—approximately 60% and 50% respectively will be repointed. The north and corner elevations are east estimated at 20%. The entire corbeled parapet along the west elevation will be rebuilt to match using existing brick. The steel lintel will be replaced above the second window from the south end on the 1st floor of the west elevation. In areas that are repointed, deteriorated mortar will be removed to a depth of 2 ½ times the width of the joint to sound mortar. The new mortar will match existing in color, texture, composition, and joint profile. Skyward facing joints will be caulked and sanded to resemble the appearance of the mortar. Repointing and repair work will be done in accordance with Preservation Brief 2. New brick will replace units that are missing or beyond repair and will match the existing in color, dimension, and texture. Non-historic brick infill in the storefront opening will be removed. The removal of the brick infill restores the northeast entrance to its historic recessed configuration. Details about the recessed doorway and storefront are discussed in Item 4.	

Commented [RC3]: The drawings say that the joints at the stone sills will be repointed, but that "an approved sealant will be applied to top of mortar joint." Check this with Kristen because it sounds like something that is not appropriate, but I'm not sure.

Commented [KM4R3]: I think the intent is to caulk these joints but we should verify.

ITEM 3: ROOF & DRAINAGE		DATE(S) OF ITEM: 1908-CIRCA 2010
Existing Conditions: The building has a flat roof that slopes slightly to the south. Brick parapet walls encircle the roof. It is covered in rubber membrane; flashing is run up the back of the parapet walls and covers the top of the coping. Based on observation from the ground and in photos, the front elevation appears to have historic stone coping. Closer physical inspection may reveal that it is a cementitious parging on the brick. The west parapet	Proposed Work: The existing roof system is in good condition and will be retained. The existing concrete coping on the north elevation will be more closely inspected to determine its composition and condition. If it is salvageable, it will be retained and repointed in the same manner as described in Item 2. If it is missing or deteriorated beyond repair it will be replaced to match the existing	

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appears to be devoid of coping; remnants of cementitious parging cover the brick at the parapet. Non-historic aluminum gutters span the width of the south edges of the two-story and one-story roof sections. The one-story portion has two downspouts that drain into the alleyway. The second-story portion has two downspouts that appear to drain onto the one-story roof. Photo(s): 22, 24-26 Plan(s): A106, S202, S105	material in dimension, color, and profile. Areas of deteriorated cementitious parging on the west parapet walls will be patched to match the existing material. Underlying masonry that was exposed will be repointed or replaced as required. Any mechanical equipment added to the roof will be set back from the edge and sit below the parapet walls to minimize visibility from the ground. A new wall-mounted aluminum roof access ladder with a lockable security door panel will be added to the south elevation. The existing gutters and downspouts on the rear elevation will be removed. New pre-finished metal gutters and downspouts will be installed across the width of the south roof edges. New downspouts will be extended to grade and terminate with a cast iron boot. The second-story downspout will be extended along the one-story roof out to the lower gutter.
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ITEM 4: WINDOWS & EXTERIOR DOORS

DATE(S) OF ITEM: 1908- 2000s

Existing Conditions: Non-historic brick and plywood infill the historic storefront opening on the north façade. Two wood-frame single-lite windows and a fiberglass panel door to the east pierce the brick infill. The historic doorway was recessed and located at the east end of the storefront; it remains in place within the non-historic vestibule that was created when the storefront was infilled (photo 47). The historic doorway frame topped by two glazed transoms is located at the bottom of the stairs that rise to the second story (photo 46). A fiberglass panel door and wood paneling fill the arched opening of the main entrance on the canted northwest corner of the façade. The second-story windows have been replaced with 1/1 hung aluminum-clad wood windows manufactured by Marvin. The same replacement windows are present in a regular pattern on the west elevation. The 1st story of the south elevation has one replacement window to the west of a non-historic fiberglass panel door with plywood filled transom. Three window openings on the second story of the south elevation have the same replacement windows found throughout the building. One opening has a smaller replacement window fit into the original opening that does not match the other windows. The Marvin replacement windows have historically appropriate configuration, dimensions, profiles, and detailing.	Proposed Work: Non-historic brick and wood infill will be removed from the storefront opening. Two non-historic windows and the fiberglass doors in both north elevation entrances will be removed. A new pre-finished aluminum-framed storefront with transom will be installed atop a painted composite trim knee wall. The new storefront and transom will have 1" thick clear low-e insulated glass. The northeast entrance will be restored to its historic recessed configuration. A new aluminum storefront door with a sidelight will be installed in the historic recessed northwest doorway. The door will have ¾ glazed panel and a bottom rail that is larger than the top rail and side stiles. The historic transom will be restored and retained. A new aluminum door with sidelight and arched transom will be installed in the corner entrance to fit the historic opening. Historically, this doorway likely contained paired doors. However, current code requirements for egress and accessibility require the door to be 3'-0", which does not leave room for two leaves, thus the door with single side-light configuration. Shop drawings for the proposed storefront and northeast entrance will be submitted in an amendment. The non-historic fiberglass panel door on the south elevation will be replaced with a metal security door. The transom will remain covered. The window will be removed from the east window opening on the second story and the opening will be infilled with matching brick
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Commented [MBN5]: Yes this transom will be retained. I will make a clear note of that. Again, in an addendum or revised drawings now?

Commented [KM6R5]: No need to revise dwgs now. For the HTC review, the Part 2 narrative takes precedent over what's in the plans anyway.

Commented [MBN7]: correct

Commented [MBN8]: Shop drawings come from the subcontractor... when you say amendment do you mean one from you for this application when we receive the subs drawings, or is that something we need to provide "now"?

Commented [KM9R8]: We will provide shop drawings later in a HTC amendment when the contractor has them.

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Photos: 2-6, 8,11,16,17, 23, 25, 46-47 Plan(s): D103, A201, A501, A502	to accommodate the shower/ tub in the bathroom on the interior side. The new brickwork will be inset to show the location of the historic window opening and sill. The salvaged window will be installed in the next opening to the west, to match the replacement windows found throughout the building. The existing replacement windows have historically appropriate dimensions and are in good condition. They will remain on all elevations.
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ITEM 5: FIRST FLOOR		DATE(S) OF ITEM: 1908-PRESENT	
Existing Conditions: The first floor is primarily an open space with some non-historic wood panel-clad partitioning at the south (rear) end of the building that encloses a restroom and vault. The first floor retains historic tongue-and-groove plank floors, though they are painted or covered with carpet in some areas. They are overall in poor condition. Wood base is present in some areas, though some sections are missing. Plaster and paint remain on many of the walls. A section near the mid-point of the east wall is significantly deteriorated as a result of water infiltration; structural brick and stone are exposed and what plaster remains is failing. The partition that fills the historic storefront opening is unfinished frame with exposed insulation. Historic wood cabinets and counters remain on the first floor; they are not built in but painted ghost lines indicate their former placement. Historic tin ceilings remain in the south section of the first floor, the vault has historic plaster ceilings and the north section has exposed joists and decking at the ceilings. Photo(s): 27- 44 Plan(s): D101, D102, A101,A102, A105, A503		Proposed Work: The first floor will remain primarily an open volume of space and will retain commercial use. With the exception of one single-occupancy restroom and a storage room to be constructed near the front of the space, along the east wall to the south of the basement stairs, partitioning will be concentrated in the south (rear) end of the building. New partitions and ceilings in the front section of the first floor will be painted drywall. Plaster walls will be patched where they are deteriorated from water infiltration. Plaster that is missing or deteriorated beyond repair will be replaced with new painted drywall to mimic the character of plaster. Existing wood trim will be retained. Missing sections of trim will be replaced with new trim to match. Historic trim on the water damaged east wall will be removed and reinstalled on the new drywall to be installed over it. New historically appropriate engineered wood floors will replace the deteriorated wood floors. Wood planks will match the existing wood planks as closely as possible in dimension, color, and grain pattern. They will be installed to run north to south to mimic the existing plank direction. Specific product information will be submitted in an amendment, along with mock-up photos. Tile will be installed in the restroom. Historic and non-historic partitioning at the south end of the building will remain. No work is proposed in the historic vault. Historic tin ceilings will be restored and retained at the south end of the first floor. New painted drywall will be installed at the ceilings where there is no tin ceiling. The assembly will be fire rated using either intumescent paint or spray foam insulation above the drywall. A dropped soffit (12"AFF) will run along the east wall.	

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ITEM 6: STAIRS & ELEVATORS

DATE(S) OF ITEM: 1908

Existing Conditions:

The stairway to the second-floor residential space is located at the north end of the building along the east wall. It is accessed from the door at the east end of the north storefront. The stair has wood treads and risers and a simple wood railing. Some treads are loose, but the stair is in over all good condition. A section of historic banister/railing with turned balusters remains at the top of the stairway (photo 48).

A second stairway runs directly under the first and leads from the first floor to the basement. The utilitarian stair has wood treads, no risers, and no railings.

The building does not have an elevator.

Photos: 45- 48, 67

Plans: A104

Proposed Work:

The existing stairway to the second-floor residential space will be repaired as required and refinished. Missing or damaged wood treads will be replaced to match the existing wood. The section of historic banister on the second floor will be retained and refinished.

No work is proposed for the basement stairs and no new stairways or elevators are proposed.

ITEM 7: SECOND FLOOR/APARTMENTS

DATE(S) OF ITEM: 1908-PRESENT

Existing Conditions:

A combination of historic and non-historic partitions divide the second floor into two residential units . An open vestibule and a hallway running north to south on the east side of the space occupy the area at the top of the stairs. Partitioning along the west wall divides the living spaces.

The second floor retains historic tongue-and-groove plank floors. Linoleum flooring is present in kitchens and restrooms. Plaster walls, covered with a combination of paint and wallpaper, remain on many of the walls in various states of deterioration. The plaster ceilings are significantly deteriorated. Historic wood base, windowsills/ aprons and door/door casing remain throughout the apartments. Window openings are uncased and have curved plaster returns at the jambs/head.

Photo(s):48-65

Plan(s): D101, D102, A103, A104, A105, A503

Proposed Work:

The historic configuration of the second floor will be largely retained with minor revisions at closets or doorways to improve functionality. The main stairway will remain open to an entry vestibule. A mechanical closet will be carved out of one of the units on the west side of the vestibule and a doorway added for external access; the entrances to the apartment units are on the north and south sides of the vestibule and will remain unaltered. The majority of historic and non-historic partitions will remain in place and the space will remain divided into two residential units with minimal alteration to the floor plan. New built-in cabinetry/counters and fixtures will be installed in bathrooms and kitchens.

The deteriorated historic plaster ceilings will be removed. New painted drywall ceilings will be installed at the historic ceiling height throughout the second floor. Some areas of ceiling within closets and secondary spaces will be dropped to accommodate newly added MEP. Plaster walls will be patched as required to match existing. Any plaster walls that are missing or damaged beyond repair will be replaced with painted drywall. Existing tongue-and-groove plank floors will be repaired and refinished. Tile will be installed on floors in the restrooms. Existing wood trim and doors will be retained. Sections that are missing will be replaced to match.

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ITEM 8: BASEMENT		DATE(S) OF ITEM: 1908
Existing Conditions: The partial basement is below the north portion of the building. It has concrete floors and exposed stone walls. The ceiling is unfinished; wood joists and decking are exposed. Photo(s): 66-67 Plan(s):N/A	Proposed Work: No changes to the layout or finishes in the basement are currently proposed.	

ITEM 9: MEP		DATE(S) OF ITEM: UNKNOWN
Existing Condition: <u>HVAC:</u> There is no functional HVAC system. Circular ventilation holes on the perimeter walls and the presence of stoves on the second floor indicate that the building was historically heated with stoves that had flues/ducts that vented through the walls. Historic wall-mounted single-unit ceramic heating fixtures are present in the second-floor apartments (photo 56). They are currently non-functioning. <u>Electrical:</u> There is no functional electrical system, though a mixture of concealed and surface mounted conduit is present on both floors of the building. <u>Plumbing:</u> There is no functional plumbing system. There is one bathroom in the southwest corner of the first floor and two bathrooms on the second floor, though none are currently functional. There are some exposed pipes. Photos: 56, 57, 60 Plans:P100, M100, E100	Proposed Work: <u>HVAC:</u> New HVAC systems will be installed in the building to heat and cool apartments and common areas. New ductwork has been sensitively designed/routed to minimally impact the building's historic character. It will be concealed behind walls and above ceilings. Some may be concealed in painted drywall soffits. No ducts will be exposed. New soffits will not be installed along perimeter walls; they will be held back from windows and be installed in secondary spaces. Historic wall-mounted heating fixtures will be left in place. New HVAC equipment to be installed on the roof will be located near the mid-point of the west wall. The building parapets will conceal their visibility from ground level. <u>Electrical:</u> The entire electrical system will be updated and brought up to code. New conduit will be concealed within walls and above ceilings where possible. Some surface mounted conduit may be used to avoid disrupting/damaging historic plaster walls and ceilings. It will be painted to match the surface it is mounted on. <u>Plumbing:</u> New plumbing lines and fixtures will be installed to accommodate the new apartments and commercial space. All plumbing lines will be concealed above ceilings and within walls. None will be exposed. New water heating systems will be installed.	

- Commented [MBN10]: There are none... unless I'm missing something you all saw?
- Commented [KM11R10]: I think they are just in the bathrooms. See photo I attached to the email-this one is in the front unit bathroom.
- Commented [KM12R10]: It's ok if they are removed-we just want to make sure we DON'T say they will remain if they are being removed.
- Commented [MBN13]: correct

ITEM 10: LIGHTING		DATE(S) OF ITEM: UNKNOWN
Existing Condition: <u>Exterior:</u> There are no historic light fixtures. A non-historic utilitarian security light is mounted above the door on the rear (south) elevation. <u>Interior:</u> There are no light fixtures in the main spaces of the first floor. One non-historic suspended florescent strip light	Proposed Work: <u>Exterior:</u> A recessed light will be installed in the ceiling at the residential stair entry door. The fixture style will be simple and will complement the building's historic character. Utilitarian wall pack lighting will be installed to meet code above the south doorway.	

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hangs in the vault and two wires hang from the ceiling with connections for bare bulbs. No bulbs are present. Some non-historic ceiling mounted light fixtures are present in the second-floor residential spaces, though none are currently functional. They are not consistently present throughout the residential spaces, and they are in fair condition. A non-historic florescent strip light is suspended from the basement ceiling. Photos: 39, 55, 64, 66 Plans: E200	Interior: A variety of new light fixtures will be installed to illuminate the apartments, common areas and commercial space. The first-floor commercial space will have a combination of suspended LED lights, recessed lighting, and emergency lights. Apartments will have recessed lighting in ceilings throughout with some pendant and wall-mounted fixtures. Ceiling fans will be installed in the bedrooms and living rooms. Fixture style will be simple and will complement the building's historic character.
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ITEM 11: FIRE PROTECTION		DATE(S) OF ITEM: N/A
Existing Condition: The building does not currently have a fire protection system. Photos: N/A Plans: N/A	Proposed Work: Hard wired smoke detectors with battery backup will be installed throughout the building. No additional fire protection system is proposed.	

Commented [MBN14]: Correct, none of the buildings do

ITEM 12: SIGNAGE		DATE(S) OF ITEM: N/A
Existing Conditions: There is currently no signage on the exterior of the building. Photos: N/A Plans: N/A	Proposed Work: No additional signage is currently planned. Any proposed signage will be submitted in an amendment.	

ITEM 13: ABATEMENT		DATE(S) OF ITEM:1908
Existing Conditions: A variety of hazardous materials, including asbestos-wrapped pipes, lead, and mold may be found in the building. Photos: 27, 62, 63 Plans: N/A	Proposed Work: Hazardous materials will be abated as necessary without damaging historic fabric. Asbestos-wrapped pipes will be removed, and other hazardous materials will be abated/removed.	