



- I. CALL TO ORDER
- II. MINUTES
 - a. Approval of Minutes
- III. ACTION ITEMS
 - a. Reorganization of the IHPRC Committee for 2024.
 - b. Consider a sign application at 223 N. Penn Avenue.
 - c. Consider changes to the exterior of Uncle Jack's.
 - d. Consider a Certificate of Appropriateness for Brio Med and Spa.
- IV. DISCUSSION
- V. ADJOURNMENT



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 22, 2024**

Department Admin

Prepared By David Cowan

AGENDA ITEM Approval of Minutes

SUMMARY RECOMMENDATION City Staff recommends approval of the minutes.

BACKGROUND Secretary Brea Sanford has prepared minutes from our September 25, 2023, and October 23, 2023, meetings for the committee review and approval.

SUGGESTED MOTION I move to approve the September and October minutes.

SUPPORTING DOCUMENTS

1. Sept.252023MeetingMinutes
2. October232023IHPRCMinutes

Monday, September 25, 2023
Independence Historic Preservation Resource Commission
Meeting Minutes

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

Members went over the August 28 minutes. Jason Rutledge made a motion to approve the minutes as presented. Gary Hogsett seconded the motion and all were in favor of accepting the minutes as presented.

Discussion:

Members heard from downtown business owner Hali Schultheis regarding the building located at 209 North Pennsylvania Avenue. Schultheis is in the process of purchasing the building to house her medical spa business, which is currently at Founders Place. Schultheis plans to demolish the current walls inside the building to create three treatment rooms and a break room.

The signage on the exterior of the building was discussed. The metal sheeting will remain, as the existing exterior of the building is not pre-existing and has been replaced by simple cinderblocks in the past. New signage would replace the current signage in place due to the availability of electricity.

Members were in agreement that the updates would improve the overall look of the downtown area.

Gary Hogsett made a motion to approve the remodel and signage request. Bill Gour seconded the motion and all were in approval.

David Cowan handed out detailed printouts of the local Independence Historic Registry, which includes detailed listings of the sixteen houses, buildings and other structures currently on the local registry.

Bill Gour motioned to end the meeting. Brea Sanford seconded the meeting and the commission adjourned.

Monday, October 23, 2023
Historic Preservation Resource Commission
Meeting Minutes

Members Present: Darin Axthelm, Brea Sanford, Tim White, Jason Rutledge
City Staff: David Cowan
Ex Officio: Tabatha Snodgrass and Lisa Wilson
Absent: Gary Hogsett, Bill Gour
Special Guest: Nathan and Neil Daniel and Great Plains Credit Union branch manager
(name not known)

Darin called the meeting to order.

Minutes were wrong, so they were not accepted.

Discussion:

Nathan and Neil Daniel of Daniel and Son's Masonry out of Augusta, Kansas have been hired to restore the front side of the Great Plains Credit Union main branch on Main Street. The sandstone facade is beginning to degrade. They will replace the eroding stones due to age and weathering. The group will also determine if the flower boxes are still viable and to make sure that the stone behind them is still good. The front facade will need tuck-pointing and the flower beds will probably need to be rebuilt. Replacement sandstone will come from Arkansas City.
Brea Sanford motioned to approve the plans for restoring the facade on the Great Plains Credit Union. Tim White seconded the motion and all were in favor.

Update on downtown district:

- Upper story project still continues.
 - Construction should begin in either December or January.
 - Brio MedSpa was approved by the Commissioners. Owner closes in two weeks.
- Darin Axthelm asked if there was a city architect, to which David Cowan answered that there was not. Darin suggested having one on retainer for small projects.
David Cowan mentioned the vacancy on the IHPRC and suggested that if anyone knew of someone that would be interested in the spot to tell them to apply.

Tim White motioned to adjourn
Brea Sanford seconded the motion
All were in favor.



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 22, 2024**

Department Admin

Prepared By David Cowan

AGENDA ITEM Reorganization of the IHPRC Committee for 2024.

SUMMARY RECOMMENDATION Election of Chair, Vice Chair, and Secretary for 2024.

BACKGROUND The IHPRC committee reorganizes each year and elects a Chair, Vice Chair, and Secretary.

Historic Preservation Resource Commission (Certified Local Government)			
(3 year terms -- 7 members)			
Members	Term	Expires	Appointed/Eligible
Bill Gour	2nd term	1/1/2027	Appointed 1/14/2021
Darin Axthelm (History Major)	2nd term	1/1/2027	Appointed 1/14/2021
Breanna Sanford (History and Anthropology)	1st term*	1/1/2026	Appointed 06/09/2022
Tim White	1st term*	1/1/2027	Appointed 08/11/2022
Gary Hogsett (Engineer)	Unexpired	1/1/2025	Appointed 06/09/2022
Jason Rutledge	1st term*	1/1/2026	Appointed 08/11/2022
Brett Richards	Unexpired	1/1/2025	Appointed 01/11/2024
*Previously served an unexpired term.			
Meeting Place: Memorial Hall Meeting Date: Last Monday Meeting Time: 12 p.m.			

SUGGESTED MOTION

1. I move to nominate _____ as Chair.
2. I move to nominate _____ as Vice Chair.
3. I move to nominate _____ as Secretary.

SUPPORTING DOCUMENTS



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 22, 2024**

Department Admin

Prepared By David Cowan

AGENDA ITEM Consider a sign application at 223 N. Penn Avenue.

SUMMARY RECOMMENDATION City Staff does not recommend approval of the sign permit as submitted.

BACKGROUND The City of Independence Building Department received a complaint regarding a sign installation at Indy Vapes. The City contacted Indy Vapes and they have submitted the attached sign permit application and certificate of appropriateness for the IHPRC committee review.

The building department has reviewed the application has the following concerns.

1. Transom covered
 1. There is a transom on the building that the sign has covered.
 2. Transoms can represent a historic feature of the building and you will need to be prepared to discuss the reasoning for covering it and any potential damage that could occur by covering the transom of the building.
2. Size and Color
 1. The IHPRC can review the submitted design and color of the sign. The sign current size is in violation of the Zoning code requirements and would require a variance or redesign before a permit could be issued.

SUGGESTED MOTION

1. I move to approve the certificate of appropriateness with the following conditions
_____.
2. I move to deny the certificate of appropriateness for a sign permit at 223 N. Penn.

SUPPORTING DOCUMENTS

1. INDY VAPES LLC - SIGN PERMIT 01052024
2. 223 N. PENN - INDY VAPES
3. Sign Violation - 12222023

APPLICATION FOR SIGN PERMIT
CITY OF INDEPENDENCE, KS
620-332-2504

BUSINESS Indy Vapes, LLC
ADDRESS 223 N. Penn Ave
CONTACT NAME [Business Owner] Dominette Celli - Ron Nickle
PHONE 6203300500 City License # 4217
SIGN COMPANY Wright Signs (Parsons)
CONTACT NAME Nathan - 620-421-1011
Location of sign or advertising structure, be specific in detail: 44" high x 23' long
aluminum, mounted to wooden frame which is
already attached to building facade
Color red/wh/blue Dimensions 44" x 23' sq ft per face
Construction Material Aluminum Lit Internally? Y/N N
ELECTRICIAN N/A
COMPANY NAME _____
PHONE _____ City License # _____

ADDITIONAL INFORMATION & REQUIREMENTS

Does this design fit the guidelines of the historical district?

One set of detailed scale drawings and specifications [dimensions] showing proposed structure, method of construction and attachment to building or ground must accompany this application.

Stress and design calculation [if applicable] showing dead load and wind design must accompany this application.

Evidence that sign will comply with National Electric Code must accompany this application [if applicable].

Application submitted by _____

PERMIT APPROVAL

A \$25.00 fee must be paid and permit must be signed before work is started on installation of sign.

Zoning Administration Date _____ Permit Number _____

City of Independence Kansas
Independence Historic Preservation and Resource Commission

A. APPLICANT INFORMATION

Name of Applicant: Ronald Nickle & Domineette Celi
Mailing Address: 223 N. Penn Indy KS 67301
(Street) (City) (State) (Zip)
Telephone Number: 620 330 0500 Email: indyvapes1@gmail.com

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

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: 223 N. Penn

Block Number(s): _____; Lot Number(s): _____

Zone of Property: _____

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:

Wright Signs - Nathan

604 Main St - Parsons 67357

620-421-1011

sales@thewrightsign.com

E. CHANGES PLANNED

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

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:

Erecting a sign to front of building (as the photo sent w/ this application) by affixing to the wood facade above the awning - Wright Sign advised this wood is a frame from a previous sign.

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: _____

Printed Name: _____

Title: _____

Date: _____ [If signing for Applicant]

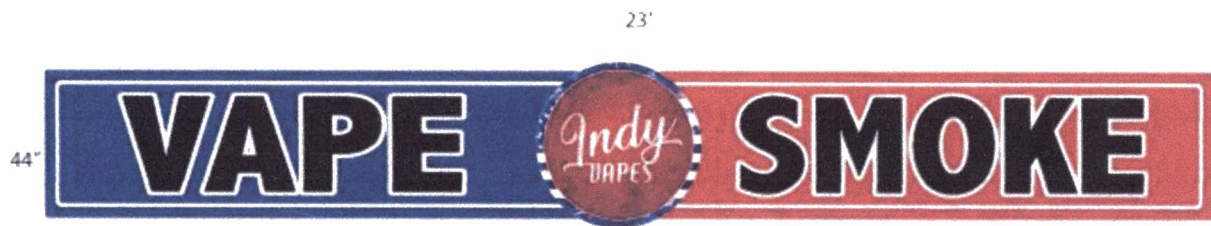
NOTE: SEE INSTRUCTIONS TO APPLICATIONS, PARAGRAPH 9, FOR IMPORTANT NOTIFICATION REQUIREMENT THAT APPLIES TO ALL APPLICATIONS.

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.

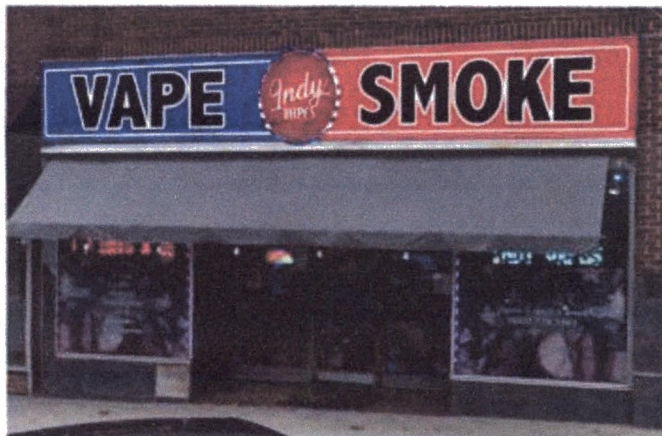
[This Space for Official Use Only]

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) _____



Aluminum sign installed with metal machine screws onto existing wood



Wright
SIGNS
& Graphics

COREY WRIGHT
620.421.1011
WRIGHTSIGNS@GMAIL.COM

Customer Name: Indy Vapes

Approval Signature:

Date:

All original artwork remains the sole property of The Wright Signs, LLC and will not be reproduced, copied, or exhibited in whole or in part without first obtaining written consent from The Wright Signs, LLC.

**ARTWORK
PROOF ONLY**

1/4/24, 12:34 PM

Indy Vapes signage layout - theparsonsvapeshop@gmail.com - Gmail



Q. Search mail



Compose



Inbox

5

Starred

Snoozed

Sent

Drafts

1

More

Labels

D and Tax Dox

5

Invoices

26

Indy Vapes signage layout Inbox X



Sales

Dominette, Let us know your thoughts on something like this. Thanks!



13

Sales

to me

Dominette,

Hopefully this helps.
They were really nice the last time I met with them to get a pennit. Hopefully they won't be bitter that one wasn't gotten before.
Sorry about all this.

Thanks!

One attachment • Scanned by Gmail



Dominette Celli <theparsonsvapeshop@gmail.com>
to Sales

Fingers crossed

Thank you so much





"Delivering Excellence"

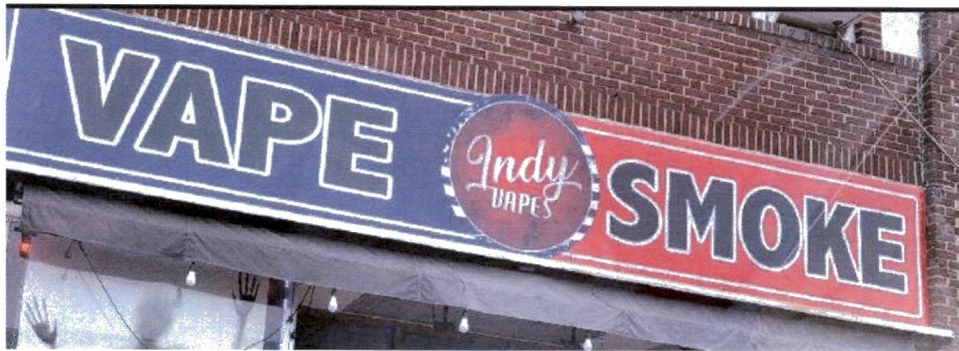
Notice of Code Violation

December 22, 2023

Indy Vape and Smoke Shop
223 N. Pennsylvania Ave
Independence, Kansas 67301

Dear Sir,

The City of Independence Building Department received a complaint regarding a sign installation in the Downtown Historic District of Independence, Kansas without a sign permit.



The City of Independence Sign Regulations for the C-3 Central District require the submission of a sign permit and approval of the Historic Preservation and Resource Commission.

Following Regulations exist:

- 803.10 - No sign can be installed until a sign permit has been issued by the City of Independence
- 802.6 - The sign cannot exceed 5% or 50 sq feet of the total surface area, whichever is smaller.
- The IHPRC must approve the sign based on the Secretary of Interior Standards.
 - Harmonious with the character of the building in size, scale and design
 - Distinctive, creative and simple
 - Pedestrian-oriented that respects neighboring buildings
 - Mounted in such a way not to damage, alter, or obscure historical architectural features.
- Once a sign permit application is approved by the IHPRC and City a sign permit can be issued.

STRATEGIC VISION: *Customer Service Excellence – Continuous Improvement – Teamwork*
P +1.620.332.2528 | M +1.620.330.0056 | F + 1.620.331.1628 | davidc@independenceks.gov
City of Independence | 811 W. Laurel Street | Independence, Kansas 67301



"Delivering Excellence"

The owner is hereby given (14) days or January 5, 2024, to submit a sign permit application and Certificate of Appropriateness application to the Building Department. Applicant will then present at the January 22, 2024, IHPRC meeting for approval of the sign.

Failure to make applications for the sign permit by January 5, 2024, t 5, 2024, the owner shall immediately remove the sign. Failure to apply or remove the sign by this date will result in a summons to municipal court for violation of the sign code.

Please feel free to contact the building department with any questions or concerns. I've attached the necessary applications needed to start the process.

Sincerely,

David Cowan

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P +1.620.332.2528 | **M** +1.620.330.0056 | **F** + 1.620.331.1628 | davidc@independenceks.gov
City of Independence | 811 W. Laurel Street | Independence, Kansas 67301

City of Independence Kansas
Independence Historic Preservation and Resource Commission

A. APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____

(Street) (City) (State) (Zip)

Telephone Number: _____ Email: _____

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: _____

Block Number(s): _____; Lot Number(s): _____

Zone of Property: _____

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:

E. CHANGES PLANNED

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

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:

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: _____

Printed Name: _____

Title: _____

[If signing for Applicant]

Date: _____

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

[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)	_____

**APPLICATION FOR SIGN PERMIT
CITY OF INDEPENDENCE, KS
620-332-2504**

BUSINESS _____

ADDRESS _____

CONTACT NAME [Business Owner] _____

PHONE _____ City License # _____

SIGN COMPANY _____

CONTACT NAME _____

Location of sign or advertising structure, be specific in detail: _____

Color _____ Dimensions _____ sq ft per face

Construction Material _____ Lit Internally? Y/N _____

ELECTRICIAN _____

COMPANY NAME _____

PHONE _____ City License # _____

ADDITIONAL INFORMATION & REQUIREMENTS

Does this design fit the guidelines of the historical district?

One set of detailed scale drawings and specifications [dimensions] showing proposed structure, method of construction and attachment to building or ground must accompany this application.

Stress and design calculation [if applicable] showing dead load and wind design must accompany this application.

Evidence that sign will comply with National Electric Code must accompany this application [if applicable].

Application submitted by _____

PERMIT APPROVAL

A \$25.00 fee must be paid and permit must be signed before work is started on installation of sign.

Zoning Administration Date _____ Permit Number _____



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 22, 2024**

Department Admin

Prepared By David Cowan

AGENDA ITEM Consider changes to the exterior of Uncle Jack's.

SUMMARY RECOMMENDATION City Staff will provide guidance during the presentation regarding the code and compliance.

BACKGROUND Uncle Jack's has submitted a request to carry out exterior improvements on their building located at 100 N. Penn Ave. These enhancements involve painting and installing vinyl material/signage on the window glass. Signage placed behind glass is permissible; however, the IHPRC will need to assess the color and appearance of the vinyl application within the District. IHPRC must also consider the paint colors and stainless steel kick plate application. Matt Turner will attend to review the request and address any questions from the committee.

SUGGESTED MOTION

1. I move to approve the improvements, as presented, for Uncle Jack's.
2. I move to approve the improvements, with the following conditions/changes
_____.
3. I move to deny the request as submitted.

SUPPORTING DOCUMENTS

1. Sign and Door Paint and Bottom Paint Pics
2. Uncle Jack's Sign Request
3. RE_ Uncle Jack's Sign Request - response





Historic Landmark

Baden
Clothing

1918

PAINT DOOR &
TRIM -
OPEN TO SUGGESTIONS
ON COLOR

STEEL
TREAD
PLATE

From: [Matt Turner](#)
To: [David Cowan](#)
Subject: Uncle Jack's Sign Request
Date: Tuesday, January 9, 2024 5:20:41 PM
Attachments: [Sign and Door Paint and Bottom Paint Pics.pdf](#)

David and Committee, If you've driven by Uncle Jack's, you may have noticed we have signs on the inside of the windows. The signs are mostly black and white images showing some of Independence's history. They also have Uncle Jack's logo and, since they were printed by the local Budweiser distributor, they have beer pics. These signs are printed on coroplast and are leaning against the windows. They cover the backs of the ugly plywood booths and they show the name "Uncle Jack's Bar & Grill." However, the signs sag, bend, and look bad.

As we all know, 100 N. Penn is a Historical Building. I'd like permission to make a couple of changes to the outside of the building...

1. I'd like to paint the area below the windows black. Currently it's white.
2. I'd like to apply perforated see-through vinyl to the outside of the windows instead of using the signs that are currently leaning against the inside of the glass. The vinyl would be the same style as the current signage.
3. I'd like to install a stainless steel kick plate to the outside of our gray kitchen door. The door looks bad from vendors using dollies, etc. to bring in supplies.
4. I'd like permission to paint the gray kitchen door. We are thinking black or tan and are open to suggestions.

I'm attaching pics to show my request.

It's important to know that these would simply be stickers. They're long-lasting and very classy but they wouldn't become a permanent part of the building and could be easily removed down the road. In my opinion, they won't detract from the historical value of the building.

Likely I'll need to appear before a committee. Just let me know when and where!!

Respectfully.

Matt Turner
Uncle Jack's

From: [David Cowan](#)
To: [Matt Turner](#)
Cc: [Kelly Passauer](#)
Subject: RE: Uncle Jack's Sign Request
Date: Wednesday, January 10, 2024 6:21:00 AM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)

Matt,

We have a IHPRC meeting on the 22nd of January and I will add this to the agenda. Would you be available to present at 12:00 PM in the Veteran's Room. I currently have (2) items on the agenda, so I anticipate 30-45 minutes of your time.

Thanks,
David Cowan

David Cowan
Asst. City Manager
davidc@independenceks.gov
P +1.620.332.2528 | M +1.620.330.0056 | F + 1.620.331.1628
City of Independence | 120 N. 6th Street | Independence, Kansas 67301



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From: Matt Turner <mattnashllc@gmail.com>
Sent: Tuesday, January 9, 2024 5:19 PM
To: David Cowan <davidc@independenceks.gov>
Subject: Uncle Jack's Sign Request

David and Committee, If you've driven by Uncle Jack's, you may have noticed we have signs on the inside of the windows. The signs are mostly black and white images showing some of Independence's history. They also have Uncle Jack's logo and, since they were printed by the local Budweiser distributor, they have beer pics. These signs are printed on coroplast and are leaning against the windows. They cover the backs of the ugly plywood booths and they show the name "Uncle Jack's Bar & Grill." However, the signs sag, bend, and look bad.

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Respectfully.

Matt Turner
Uncle Jack's



**REQUEST FOR HISTORIC PRESERVATION RESOURCE
COMMISSION (CERTIFIED LOCAL GOVERNMENT)
ACTION
CITY OF INDEPENDENCE
JANUARY 22, 2024**

Department Admin

Prepared By David Cowan

AGENDA ITEM Consider a Certificate of Appropriateness for Brio Med and Spa.

SUMMARY RECOMMENDATION City Staff recommends reviewing and considering the appropriateness for the district.

BACKGROUND Brio Spa and Wellness has submitted a request to cover the exterior of the building at 207 and 209 N. Penn Ave. Hali plan is to install metal over the current panels and paint black with exterior paint. It is the staff's understanding that 207 N. Penn will also participate but has not submitted a request to the City.

SUGGESTED MOTION

1. I move to approve the certificate of appropriateness as submitted.
2. I move to approve the certificate of appropriateness with the following conditions

_____.

SUPPORTING DOCUMENTS

1. Historic Preservation
2. 209 N. Penn Ave Exterior

City of Independence Kansas
Independence Historic Preservation and Resource Commission

A. APPLICANT INFORMATION

Name of Applicant: Hali Schultheiss on behalf of Bro Med Spa & Wellness, LLC

Mailing Address: 209 N. Penn Independence, KS 67301

Telephone Number: 620-205-9417 (Street) (City) (State) (Zip)
Email: hali@bro-med-spawellness.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: 209 N. Penn

Block Number(s): _____; Lot Number(s): _____

Zone of Property: _____

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:

N/A

E. CHANGES PLANNED

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

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:

Will recover existing metal w/ new metal sheeting then
paint black w/ exterior paint.

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: Hali Schultheiss
Printed Name: Hali Schultheiss
Title: APRN, Owner Bro Med Spc & Wellness
Date: 1-15-24 [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)

