

**CITY OF ABILENE  
HERITAGE COMMISSION  
AGENDA**

April 21, 2022 at 4:00 p.m.  
Abilene Public Library  
209 NW 4<sup>th</sup> St.  
Abilene, KS 67410

| Agenda Item                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------|
| 1. Call to Order                                                                                                                   |
| 2. Roll Call:   ___ Duane Schrag, Chair<br>___ Mary Burtzloff, Vice Chair   ___ Andrew Pankratz<br>___ Nanc Scholl   ___ Barry Arp |
| 3. Approval of Agenda                                                                                                              |
| 4. Approval of the Meeting Minutes – March 17, 2022                                                                                |
| <b>Business</b>                                                                                                                    |
| 5. Grant project proposal for historic preservation assistance updates                                                             |
| 6. Administrative Review permit approvals: <ul style="list-style-type: none"><li>• 317 N Spruce – Roof/ROW permit</li></ul>        |
| 7. Comments                                                                                                                        |
| 8. Adjournment                                                                                                                     |

# **CITY OF ABILENE HERITAGE COMMISSION MEETING MINUTES**

**March 17, 2022 at 4:00 p.m.  
Abilene Public Library  
209 NW 4<sup>th</sup> St. Abilene, KS 67410**

**Members Present:** Duane Schrag (Chair), Andrew Pankratz, Mary Burtzloff (Vice Chair), Nanc Scholl, Barry Arp

**Members Absent:** None

**Staff Present:** Community Development Director Kari Zook

---

## **Call to Order**

The meeting was called to order by Chair Schrag.

## **Approval of Agenda**

Pankratz moved to approve the agenda, seconded by Scholl. Motion carried unanimously 5-0.

## **Approval of the Meeting Minutes – February 17, 2022**

Scholl moved to approve the minutes, seconded by Arp. Motion carried unanimously 5-0.

## **Business**

### **City Hall Auditorium Seats**

Joseph Tatner, owner of the Lebold Mansion, 106 N Vine St., was in attendance to present his plans for creating a theater in the basement of the Lebold and acquiring the seats that are currently located in the City Hall Auditorium. Discussion was held regarding the public safety of citizens with this being located in the basement and having stairwell exits that could handle the access to and from the theater. The intended use of the seats being relocated to a historical property on the National Register in the city limits was deemed appropriate. The main concern from commission members was if the city has any intentions to renovate the auditorium in the future, all salvageable seats should be preserved and placed in an area of the auditorium for historical significance.

Schrag moved to recommend the City Commission not proceed with the disposal of the seats until a determination is made by the city of the possibility of future renovations to the City Hall Auditorium. If the city does not intend to renovate, the Heritage Commission would then revisit the request and recommend moving forward with the sale of the auditorium seats to the public. The motion was seconded by Scholl. Motion carried unanimously 5-0.

### **415 N Vine building permit**

On November 18, 2021, the Heritage Commission approved a building permit for an addition to the home at 415 N. Vine. The contractor listed on the permit is no longer completing the project. A new contractor has informed city staff they will be completing the project. A new building permit has been applied for with no deviation of the plans from the prior application. Burtzloff moved to approve the building permit, seconded by Arp. Motion carried unanimously 5-0.

### **Administrative Review permit approvals:**

511 NW 2<sup>nd</sup> St. – roof permit

801 Spruceway – electrical permit

### **Comments**

The CLG (Certified Local Government) agreement between the Kansas State Historic Preservation Office and the City of Abilene expired in December 2021. The new 5-year agreement was approved by the City Commission on March 14, 2022.

There are currently two vacancies on the Heritage Commission.

The final public meeting for the grant project will be held on Tuesday, March 22<sup>nd</sup> at 7:00 p.m. in the library. Discussion will be held at the April meeting to determine next steps in the process.

### **Adjournment**

Scholl made a motion to adjourn, seconded by Burtzloff. Motion carried unanimously 5-0.

Minutes Approved,

Attest:

---

Duane Schrag, Chair

---

Kari Zook  
Community Development Director

Community Development  
P.O. Box 519  
Abilene, KS 67410  
785-263-2550



PERMIT NO. \_\_\_\_\_  
Permit Fee: \$25.00

## RESIDENTIAL/COMMERCIAL ROOF PERMIT APPLICATION

Project Site Address: 317 N Spruce St  
Property Owner of Record: VFW  
Roof Contractor: Everett Larson Roofing  
State Registration Certificate #: 13-117930  
Type of roof: (pitched, flat) Flat  
Number of layers of existing covering: 1  
Does the existing roof include wood shingles: No  
Describe sheathing material: Solid

All roofing material and installation shall meet or exceed the requirements of the 2009 International Building or International Residential Code. Commercial Buildings may require additional information from the product manufacturer to insure code compliance.

New residential roof coverings shall not be installed without first removing existing roof coverings where any of the following conditions may occur:

1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is wood or wood shake, slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has two or more applications of any type of roof covering.

Contractor/Owner: Roy Larson Date: 3/29/22  
City Inspector: \_\_\_\_\_ Date: \_\_\_\_\_



PERMIT NO. \_\_\_\_\_

**CITY OF ABILENE****USE OF RIGHT-OF-WAY PERMIT****\$10.00**

Application is made under the terms of Ordinances and Specifications of the City of Abilene, Kansas, governing excavation and/or construction within the public right-of-way, to accomplish the work herein described below. Applicant hereby agrees to perform said work and restoration of right-of-way in strict accordance with the provisions of said City Ordinances and Specifications and further agrees to satisfactorily repair any failure or damage within the right-of-way resulting from the excavation or construction covered under this application within one year hereafter.

**Applicant agrees to notify Kansas One Call at 1-800-DIG SAFE (1-800-344-7233) the following utilities before excavation is made.**

**APPLICANT**

Name BILL MARSHALL (VFW POST 3279) Location of Proposed Work: 317-319 NW SPRUCE ABILENE, KS 67410  
Address 510 NW 7TH  
City ABILENE State KS Zip 67410 Nature of Work: UNLOADING OF ROOFING MATERIAL  
Phone: \_\_\_\_\_ Start Date: 3-25-2022  
Cellular: 785-429-3724 Completion Date: 3-26-2022  
Emergency #: SAME

Is the work being performed and/or the materials or equipment being used going to be within the driving and/or parking area of a street or alley? ☐ NO ☒ YES (If yes, submit a Traffic Control Plan showing type, quantity, and placement of approved traffic control devices reference Abilene City Code Chapter 6, Article 5, Section 518, paragraph C.)

Will work require full street closure? ☒ NO ☐ YES (If yes, then applicant must obtain a Request for Street Closure form from the Abilene Police Department.)

Duration of Street Closure: ABOUT 50' OF SIDEWALK & PARKING IS NEEDED TO BE CLOSED

**Certification:** I certify that I have read and understand Chapter 6, Article 5, Rights-of-Way, of the City of Abilene, Kansas Municipal Code, and agree to complete the aforementioned work in accordance with the provisions set forth therein. I agree to call the Community Development Department (263-2355) and/or Public Works Department (263-3510) to schedule appropriate inspections.

Signature Bill Marshall Title QUARTERMASTER VFW  
Print Name BILL MARSHALL Date 3-23-2022  
Company VFW POST 3279

(Office Use Only)

**PAID**

Special Conditions: \_\_\_\_\_

**MAR 23 2022****CHK# 5132**APPROVED ☐ DISAPPROVED ☐

Authorizing Agent: \_\_\_\_\_ Date: \_\_\_\_\_