CITY OF ABILENE
HERITAGE COMMISSION
AGENDA

September 20, 2023 at 4:00 p.m.
Abilene Public Library
209 NW 4th St.
Abilene, KS 67410

Agenda Item
1. Call to Order
2. Roll Call: ___ Andrew Pankratz, Chair ___ Barry Arp, Vice Chair ___ Mary Burtzloff ___ Nanc Scholl ___ Nicole Beck ___ Kevin Bailey ___ Jeff Radabaugh 3. Approval of Agenda 4. Approval of the Meeting Minutes – June 15, 2023
Business 5. CAMP debrief and goal-setting 6. Administrative Review permit approvals: • 203 N Buckeye – plumbing/roof permit • 302 N Broadway – mechanical/ROW permit • 106 NW 3rd St – plumbing permit • 419 N Broadway – mechanical permit
7. Comments
8. Adjournment

CITY OF ABILENE
HERITAGE COMMISSION
MEETING MINUTES

June 15, 2023 at 4:00 p.m.
Abilene Public Library
209 NW 4th St. Abilene, KS 67410

Members Present: Andrew Pankratz (Chair), Barry Arp (Vice Chair), Nicole Beck, Mary Burtzloff, Jeff Radabaugh, Kevin Bailey
Members Absent: Nanc Scholl
Staff Present: Community Development Director Kari Zook, Administrative Assistant Kellie Olson

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Call to Order
The meeting was called to order by Chair Pankratz at 4:00 p.m.

Approval of Agenda
Burtzloff moved to approve the agenda with the addition of Kevin Bailey to Roll Call, seconded by Beck. Motion carried unanimously 6-0.

Approval of the Meeting Minutes – March 16, 2023
Burtzloff moved to approve the minutes as written, seconded by Arp. Motion carried unanimously 6-0.

Business
CAMP details
Information regarding CAMP was emailed to all Heritage Commission members. The CAMP dates are scheduled for August 15, 2023, and August 17, 2023, both at 4:00 p.m. Location TBD.

Administrative Review permit approvals:
- 619 N Rogers (band shell) – roof permit
- 803 Spruceway – building permit (porch rehab)

Comments
- Introduction of new member, Kevin Bailey.
- The picnic table rehab project at Eisenhower Park is ongoing. Three tables have been fully repaired and others will be rehabilitated as needed.
- Kari Zook attended the Kansas Preservation Conference in Independence, KS May 4-6, 2023. SHPO provided a scholarship that covered travel expenses and registration fees.
- Information was recently emailed to all members regarding the Storefront Beautification Loan program.
- Information was recently emailed to all members regarding the NAPC's upcoming free webinar on June 29, 2023: "Best Practices for an Effective Local Preservation Commission".

Adjournment
Beck made a motion to adjourn at 4:19 p.m., seconded by Arp. Motion carried unanimously 6-0.

Minutes Approved,

_____
Andrew Pankratz, Chair
Heritage Commission

Attest:

_____
Kari Zook
Community Development Director

Permit #: 2023-138

APPLICATION FOR PERMIT

___ Building ___ Electrical
✓ Plumbing ___ Mechanical

ABILENE KANSAS

PERMIT TYPE

X Residential ___ Commercial/Industrial
___ Non-Residential

METHOD OF PAYMENT: ___ Cash/Check ✓ Charge

Project Site Address: 203 S. Buckeye

Property Owner: Tim Holm

Phone/E-mail: 785-280-9787 (Melissa) (Reynolds Real Estate)

General Contractor/Engineer: Denny's Plumbing

Class of Work: ___ New ___ Addition ___ Alteration/Remodel ___ Repair ___ Demolition Other _____

Describe Work: repair sewerline

Value of Work: $_____

Site Plan attached: YES NO

Builder Declaration (List Contractors):

Electrical: _____

Plumbing: ✓

Mechanical: _____

Living Area: _____ Garage Sq. Ft.: _____

Addition Sq. Ft.: _____ Total Sq. Ft.: _____

Stories/Height: _____ Land Area: _____

Coverage %: _____ Occupant Load: _____

Occupant Class: _____ Use of Building: _____

ICC Building Type: _____

I certify that I have read this application and state that the above information is correct, and that I as owner or builder, do agree to comply with all city adopted building codes, relating to building construction. I acknowledge the city is not responsible for covenants related to the property listed above.

Signature: Billy Potter

Date: 6-15-23

___Builder/Contractor ✓ Agent for Contractor ___Owner ___Agent for Owner

Scheduled for 6-19-23

Work Sheet

(to be completed by staff)

Building	Base $25
Each Additional $1,000 x $3.50 = _____	
Additional Inspections $25	
Electrical	$25
Mechanical	$25
Plumbing	$25
Sewer $10	
Septic $20	

Permit Fee: $ 30.00

Building Inspection Department

(for office use only)

Zoning District: _____ Historic District: _____
Flood Zone: _____ Corp of Engineer: _____

Setbacks: Front Yard _____ Side Yard _____
Rear Yard _____

Special Conditions:

_____

_____

Approved for Issuance by:

Signature: _____

Date: _____

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

ABILENE
KANSAS

PERMIT NO. 2023-175

Permit Fee: $25.00
Paid 7/20/2023 via CC - kao

RESIDENTIAL/COMMERCIAL ROOF PERMIT APPLICATION

Project Site Address: 203 N Buckeye Ave Abilene KS

Holm Real Estate Abilene, LLC

Property Owner of Record: Jason Barth Phone: (785) 342 3430

Roof Contractor: Guillermo Castillo Bill's Roofing Phone: (785) 614-1864

State Registration Certificate #: 20-002849

Type of roof: (pitched, flat) Flat

Number of layers of existing covering: 2

Does the existing roof include wood shingles: NO

Describe sheathing material: 3 wood

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.

SIGNATURES:

☐ Contractor ☑ Owner / Occupant

Signature: [signature] Date: 07-20-2023

City Inspector: _____ Date: _____

Permit #: 2023-140-1

APPLICATION FOR PERMIT

☐ Building ☐ Electrical
☐ Plumbing ☑ Mechanical

ABILENE KANSAS

PERMIT TYPE

☐ Residential ☑ Commercial/Industrial
☐ Non-Residential

METHOD OF PAYMENT: ☑ Cash/Check ☐ Charge

Project Site Address: 302 N Broadway Abilene.
Property Owner: Amanda's Bakery / Rod Riffel.
Property Owner Phone/E-mail: 785-200-4133
General Contractor/Engineer: AG Aire LLC
General Contract Phone/E-mail: 785-479-0171 agairellc@gmail.com

Class of Work: ☐ New ☐ Addition ☐ Alteration/Remodel ☑ Repair ☐ Demolition ☐ Other_____

Describe Work: Replace HVAC Condenser

Value of Work: $_____

Site Plan attached: YES NO

Builder Declaration (List Contractors):

Electrical: _____

Plumbing: _____

Mechanical: _____

Living Area: _____ Garage Sq. Ft.: _____

Addition Sq. Ft.: _____ Total Sq. Ft.: _____

Stories/Height: _____ Land Area: _____

Coverage %: _____ Occupant Load: _____

Occupant Class: _____ Use of Building: _____

ICC Building Type: _____

I certify that I have read this application and state that the above information is correct, and that I as owner or builder, do agree to comply with all city adopted building codes, relating to building construction. I acknowledge the city is not responsible for covenants, easements, or right-of-way related to the property listed above.

Signature: _____

Date: 10-27-23.

☐ Builder/Contractor ☐ Agent for Contractor ☐ Owner ☐ Agent for Owner

Work Sheet
(to be completed by staff)

Building	Base $25
Each Additional $1,000 x $3.50 =	_____
Additional Inspections $25	
Electrical	$25
Mechanical	$25
Plumbing	$25
Sewer $10	
Septic $20	

Permit Fee: $_____

Building Inspection Department
(for office use only)

Zoning District: _____ Historic District: _____
Flood Zone: _____ Corp of Engineer: _____

Setbacks: Front Yard _____ Side Yard _____
Rear Yard _____

Special Conditions:

_____

_____

Approved for Issuance by:

Signature: _____

Date: _____

ABILENE
KANSAS

PERMIT NO. 2023-140-2

CITY OF ABILENE — USE OF RIGHT-OF-WAY PERMIT — $25.00

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 Joe Scheele | AG AIRE LLC
Address 829 HWY 15
City Hope State KS Zip 67451
Phone: 785-479-0171
Cellular:
Emergency #: 785-479-0749

Location of Proposed Work: Amanda's Bakery 302 N Broadway Abilene, KS.
Nature of Work: HVAC
Start Date: 6-26-23
Completion Date: 6-26-23

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.) using cones in parking.

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: full day

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 (263-2550) and/or Public Works Department (263-3510) to schedule appropriate inspections.

Signature Joe E Scheele
Print Name Joe E Scheele
Company AG Aire LLC
Title OWNER
Date 06-21-23

(Office Use Only)

Special Conditions:

APPROVED ☐ DISAPPROVED ☐
Authorizing Agent: Date:

Permit #: 2023-163

APPLICATION FOR PERMIT

___ Building ___ Electrical
___ Plumbing ___ Mechanical

ABILENE KANSAS

PERMIT TYPE

___ Residential ✓ Commercial/Industrial
___ Non-Residential

METHOD OF PAYMENT: ___ Cash/Check ✓ Charge

Project Site Address: 106 NW 3rd

Property Owner: Cora Welbourn

Phone/E-mail: 785-263-3132

General Contractor/Engineer: Denny's Plumbing

Class of Work: ___ New ___ Addition ___ Alteration/Remodel ___ Repair ___ Demolition Other _____

Describe Work: install new water heater

Value of Work: $_____

Site Plan attached: YES (NO)

Builder Declaration (List Contractors):

Electrical: _____

Plumbing: ✓

Mechanical: _____

Living Area: _____ Garage Sq. Ft.: _____

Addition Sq. Ft.: _____ Total Sq. Ft.: _____

Stories/Height: _____ Land Area: _____

Coverage %: _____ Occupant Load: _____

Occupant Class: _____ Use of Building: _____

ICC Building Type: _____

I certify that I have read this application and state that the above information is correct, and that I as owner or builder, do agree to comply with all city adopted building codes, relating to building construction. I acknowledge the city is not responsible for covenants related to the property listed above.

Signature: [signature]

Date: 7-7-23

___Builder/Contractor ✓Agent for Contractor ___Owner ___Agent for Owner

Work Sheet

(to be completed by staff)

Building	Base $25
Each Additional $1,000 x $3.50 =	_____
Additional Inspections $25	
Electrical	$25
Mechanical	$25
Plumbing	$25
Sewer $10	
Septic $20	

Invoice

Permit Fee: $ 25.00

Building Inspection Department

(for office use only)

Zoning District: _____ Historic District: _____
Flood Zone: _____ Corp of Engineer: _____

Setbacks: Front Yard _____ Side Yard _____
Rear Yard _____

Special Conditions:

_____

_____

Approved for Issuance by:

Signature: _____

Date: _____

Permit #: 2023-171

APPLICATION FOR PERMIT

☐ Building ☐ Electrical
☐ Plumbing ☒ Mechanical

PERMIT TYPE

☐ Residential ☒ Commercial/Industrial
☐ Non-Residential

METHOD OF PAYMENT: ☐ Cash/Check ☐ Charge

Project Site Address: 419 N. Broadway

Property Owner: City of Abilene

Property Owner Phone/E-mail: _____

General Contractor/Engineer: _____

General Contract Phone/E-mail: _____

Class of Work: ☐ New ☐ Addition ☐ Alteration/Remodel ☒ Repair ☐ Demolition ☐ Other_____

Describe Work: New HVAC Replacement + gas Furnace

Value of Work: $_____

Site Plan attached: YES NO

Builder Declaration (List Contractors):

Electrical: _____

Plumbing: _____

Mechanical: Smith Heating + Air

Living Area: _____ Garage Sq. Ft.: _____

Addition Sq. Ft.: _____ Total Sq. Ft.: _____

Stories/Height: _____ Land Area: _____

Coverage %: _____ Occupant Load: _____

Occupant Class: _____ Use of Building: _____

ICC Building Type: _____

I certify that I have read this application and state that the above information is correct, and that I as owner or builder, do agree to comply with all city adopted building codes, relating to building construction. I acknowledge the city is not responsible for covenants, easements, or right-of-way related to the property listed above.

Signature: _____

Date: 7-14-25

☐ Builder/Contractor ☐ Agent for Contractor ☐ Owner ☒ Agent for Owner

Work Sheet
(to be completed by staff)

Building	Base $25
Each Additional $1,000 x $3.50 = _____	
Additional Inspections $25	
Electrical	$25
Mechanical	$25
Plumbing	$25
Sewer $10	
Septic $20	

Permit Fee: $ X

Building Inspection Department
(for office use only)

Zoning District: _____ Historic District: _____
Flood Zone: _____ Corp of Engineer: _____

Setbacks: Front Yard _____ Side Yard _____
Rear Yard _____

Special Conditions:

_____

_____

Approved for Issuance by:

Signature: _____

Date: _____