

**CITY OF ABILENE
HERITAGE COMMISSION
AGENDA**

February 15, 2024 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 – December 21, 2023
Business
5. Annual election of Chair and Vice Chair
6. Goals and training opportunities
7. Administrative Review permit approvals: <ul style="list-style-type: none">• 108 NW 3rd St – roof permit
8. Comments
9. Adjournment

**CITY OF ABILENE
HERITAGE COMMISSION
MEETING MINUTES**

**December 21, 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, Jeff Radabaugh, Nanc Scholl, Mary Burtzloff

Members Absent: Kevin Bailey

Public Present: Sandie Kueker, Andy Gilmore, John Kollhoff, Julie Roller-Weeks, Elizabeth Weese

Staff Present: Community Development Director Kari Zook, City Manager Ron Marsh

Call to Order

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

Approval of Agenda

Arp moved to approve the agenda, seconded by Burtzloff. Motion carried unanimously 6-0.

Approval of the Meeting Minutes – November 16, 2023

Radabaugh moved to approve the minutes as written, seconded by Arp. Motion carried unanimously 6-0.

Business

Certificate of Appropriateness:

204 N Cedar St – Harvey Drug

The staff report and project plans were discussed. Sandie Kueker, co-owner of Harvey Drug, was present to discuss and answer questions. Motion by Arp to approve the Certificate of Appropriateness, seconded by Burtzloff. Motion carried unanimously 6-0.

201 NW 2nd St – CVB/Community Foundation of Dickinson County

The staff report and project plans were discussed. Andy Gilmore, President of Gilmore & Associates and general contractor of this project, and Julie Roller-Weeks, CVB Director, were present to discuss and answer questions. Motion by Arp to approve the Certificate of Appropriateness, seconded by Scholl. Motion carried unanimously 6-0.

109/111/113 NW 3rd St – Rural Rental, LLC

The staff report and project plans were discussed. Andy Gilmore, President of Gilmore & Associates and general contractor of this project, and John Kollhoff, owner, were present to discuss and answer questions. Motion by Beck to approve the Certificate of Appropriateness, seconded by Radabaugh. Motion carried unanimously 6-0.

Comments

- Terms expiring in January 2024 – Nanc Scholl, Mary Burtzloff
- 3rd St banner information was presented for future planning efforts of National Preservation Month.

Adjournment

Beck made a motion to adjourn at 4:37 p.m., seconded by Arp. Motion carried unanimously 6-0.

Minutes Approved,

Andrew Pankratz, Chair
Heritage Commission

Attest:

Kari Zook
Community Development Director



3RD STREET BANNER

City of Abilene Street Banner Policy Abilene City Commission approved May 28, 2002

A Street Banner may be placed across NW Third Street at Spruce Street from North to South. This banner will be used to promote community-based programs/events or provide educational information and recognitions within the Area. Abilene events will take precedence, with Dickinson County events 2nd. All banners will be considered with availability of space. The following application must be completed and turned into the CVB office at 201 NW Second, (Union Pacific Depot, Civic Center), 2 weeks before the event. There will be no charge for placing the banner. If more than one request is received at the same time, priority will be the decision of the CVB Director and the Public Works Director.

The Banner must be of interest to the General Public. The Banner must be in good taste and not be of a controversial nature or subject. Banners, which have a political or religious based message, will not be given permission to be displayed. Under federal law the City of Abilene is prohibited from discrimination on the basis of race, color, sex, religion, or national origin. The CVB Director and the Public Works Director will approve all banners.

Banner construction must meet the following criteria:

1. Height: 30 inches – Length: 35 feet
2. 140 feet of ¼” nylon rope
3. Air holes required: 1 every 4 feet
4. Number of hooks: Top 2 feet apart – Bottom: 2 feet apart

The Banners will be constructed, maintained, and stored by the organization requesting the placement of the Banner. The City of Abilene assumes no responsibility for damage or expenses of a banner and cannot be held responsible for such.

The Banner may be flown up to 2 weeks prior to an event, depending on availability. The Banner will be hung and taken down by the City of Abilene Public Works Department only.

All questions concerning a banner across 3rd Street should be directed to Abilene Convention & Visitors Bureau or City of Abilene Public Works Department.

Please submit this application at least 2 weeks prior to event.



3rd STREET BANNER REQUEST

Please submit this request to:
Convention & Visitors Bureau
201 NW 2nd St
785-263-2231
julie@abilenecityhall.com

THIRD STREET BANNER APPLICATION FORM

1. Message on Banner:

2. Dates Requested for Flying the Banner

Beginning: _____

Ending: _____

Acknowledgement

I have read the rules and regulations required for requesting a banner across 3rd Street and will honor those requirements.

Signature _____ **Date** _____

For office use only

Date organizer notified of approval or declined: _____

Approved____ Declined____

Signed by:

Convention & Visitors Bureau Date



PERMIT NO. 2024-005

Permit Fee: \$25.00

RESIDENTIAL/COMMERCIAL ROOF PERMIT APPLICATION

Permit Type: Residential Commercial/Industrial

Project Site Address: 108 NW 3rd St Abilene KS 67410

Property Owner of Record: John Eck Phone: 316 258 0978

Roof Contractor: Bills Roofing LLC Phone: 785 614 1864

State Registration Certificate #: 20-002849

Type of roof: (pitched, flat) Flat

Number of layers of existing covering: 1

Does the existing roof include wood shingles: NO

Describe sheathing material: Plywood

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 ensure 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: Kevin Mills Date: 1/23/24

Print Name: Kevin Mills

City Inspector: _____ Date: _____