

**CITY OF ABILENE HERITAGE COMMISSION
MEETING AGENDA
ABILENE PUBLIC LIBRARY - JORDAN ROOM, 209 NW FOURTH STREET
AUGUST 20, 2026 - 4:00 PM**

Agenda Item

- 1. Call to Order**
- 2. Roll Call:**
 - a. Chair Nanc Scholl, Vice Chair Nicole Beck, Mary Burtzloff, Andrew Pankratz, Jeff Radabaugh, Kevin Bailey
- 3. Approval of Agenda**
- 4. Approval of Meeting Minutes**
 - a. May 21, 2026
- 5. Unfinished Business**
 - a. NAPC Forum 2026 recap
 - b. Administrative Review permit approvals:
 - 312 N Vine - building permit
 - 506 S Campbell - mechanical permit
 - 106 N Spruce - sign permits
- 6. Comments and Staff Updates**
 - a. One (1) vacancy currently on the Heritage Commission
- 7. Adjournment**

CITY OF ABILENE HERITAGE COMMISSION MEETING MINUTES

**May 21, 2026, at 4:00 p.m.
Abilene Public Library – Jordan Room
209 NW 4th St. Abilene, KS 67410**

Members Present: Nanc Scholl (Chair), Nicole Beck (Vice Chair), Mary Burtzloff, Kevin Bailey, Andrew Pankratz

Members Absent: Jeff Radabaugh

Staff Present: DCM/Community Development Director Kari Zook

Call to Order

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

Approval of Agenda

Beck moved to approve the agenda, seconded by Burtzloff. Motion carried unanimously 5-0.

Approval of the Meeting Minutes – January 15, 2026

Pankratz moved to approve the minutes as written, seconded by Bailey. Motion carried unanimously 5-0.

Business

National Preservation Month – May 2026

The National Preservation Month banner has been hung over NW 3rd St for the month of May.

Discussion was held regarding working with the local newspaper to showcase the historic preservation organizations in Abilene and their focus within our community.

Discussion was held on how to prepare for this event in 2027 and what kind of events we could sponsor. Examples discussed were to host a work day for a historic property in town, or host a speaker or workshop to teach community members how to correctly rehabilitate a historic property.

Kansas Historic Preservation Conference – The Sky is the Limit

This years' conference will be held in Wichita, KS October 8-9, 2026. More details to be released when available.

Administrative Review permit approvals:

- 105 NW 3rd St – electrical and roof permit
- 312 N Vine – roof permit
- 210 NW 4th St – building and sign permit
- 101 NW 3rd St – roof permit
- 205 N Broadway St – roof permit

Comments

- City staff from Marysville, KS, visited on April 29, 2026, to discuss downtown historic districts and code enforcement with our Community Development staff and Nanc Scholl, Heritage Commission Chair.

- CLG FY25 annual report (10/1/24-9/30/25) was submitted to SHPO on April 16, 2026. Copies of the report were available for commissioner's review.
- One (1) vacancy currently on the Heritage Commission with Barry Arp's resignation. The membership requirements as outlined in city code were discussed.
- Discussion was held regarding the current seating at the Abilene Stadium. The wood is rotting and the fiberglass covering is shedding, creating a hazardous condition for the public during events. Staff are seeking bids for future replacement, along with grant and possible cost-share opportunities.
- Sunflower Hotel has the potential for new ownership that would include a major rehabilitation investment in the near future.
- Bailey provided an update regarding the steam locomotive rehabilitation project that should be complete by late summer 2027.

Adjournment

Beck made a motion to adjourn at 4:33 p.m., seconded by Pankratz. Motion carried unanimously 5-0.

Minutes Approved,

Heritage Commission

Attest:

Kari Zook
DCM/Community Development Director

Permit # 2026-202



All permits are subject to a 3-7 business day review period.

Please submit this form to:
Community Development
419 N Broadway
Abilene, KS 67410
785-263-2355
kolson@abilenecityhall.com

Application for Residential Building Permit: New Builds, Additions, or Alterations

All permits are subject to a 3-7 business day review period. Work shall not commence until an approved permit has been issued.

Building permits will not be approved if any code violations are present on the property.

Work to commence within (30) days of the approval date and be completed within one (1) year. Ref. Code: 2-204

Class of Work: ☐ New Build ☐ Addition ☒ Alterations	Permits to include: (Check all that apply) ☒ Plumbing ☒ Mechanical ☒ Electrical ☐ Roofing ☐ Sidewalk ☐ Driveway/Curb Cut	District Type: (Check all that apply) ☒ Historic District ☐ Floodplain
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Project Site Address: 312 N. Vine St.

Property Owner: Robin Black

Property Owner Phone/E-mail: 785-517-1898

General Contractor/Engineer: Robin Black

General Contract Phone/E-mail: 785-517-1898 robin.black.11@gmail.com

Describe Work: Fire damage- Renovation

Value of Work: \$ 226,000

Call 1-800-DIG-SAFE (Required before digging begins)

Site Plan and Building Plans attached: Required

See the 'Site and Building Plan Requirements' guide for requirements.

Water and Sewer Utility Connections

Water meter installation and sewer taps are not included with this permit. Separate applications and fees are required through the Water Department — 785-263-2550.

Builder Declaration: (List Contractors)

Electrical, Plumbing, Mechanical, and Roofing Contractors must be licensed in the City of Abilene

Electrical: Linder

Plumbing: Denny's / Nathan Withrow

Mechanical: Smith Htg + Air

Roofing: _____

Driveway/Curb Cut/Sidewalk: _____

Measurements: (As applicable to the project)

Living Area: _____ Garage Sq. Ft.: _____

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

Stories/Height: _____ Land Area: _____

Coverage %: _____

Work Sheet
(to be completed by staff)

Building
☐ Base Fee \$25
☒ Each Additional \$1,000 x \$3.50 = \$ _____
☐ Additional Inspections \$25

Electrical
☒ Base Fee \$25

Mechanical
☒ Base Fee \$25

Plumbing
(Water meters and sewer taps are not included)
☒ Base Fee \$25
☐ Sewer \$10
☐ Septic \$20

Roofing
☐ Base Fee \$25

Driveway/ Curb Cut
☐ Base Fee \$25

Sidewalk
☐ N/A – Cost Share may be available.

Total Permit Fee: \$ 887.50

Payments are due at the time of application submission.
Payments made by credit or debit card are subject to a \$3.95 processing fee. All payments are non-refundable.

PAID

JUL 21 2026

Ckt 1055

I certify that I have read this application and state that the above information is correct. As owner or builder, I agree to comply with all city-adopted building codes relating to construction. I acknowledge that the City is not responsible for covenants, easements, or right-of-way related to this application. I understand that questions regarding property lines or easements should be directed to a licensed surveyor.

☐ I acknowledge receipt of the 'Site/Building Plan requirements' and 'Required Inspections' handouts and agree to comply with all inspection requirements outlined. City Code may be reviewed at www.abileneks.citycode.net or the Community Development Department.

Name Printed: Robin Black

Signature: Robin Black

Date: 07.21.26

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

Permit #: 2026-189
(Assigned by City of Abilene)



All permits are subject to a 3-7 business day review period.

Please submit this form to:

Community Development

419 N Broadway

Abilene, KS 67410

785-263-2355

kolson@abilenecityhall.com

Application for Electrical, Plumbing, and Mechanical Permit

All permits are subject to a 3-7-business day review period. Work shall not commence until an approved permit has been issued.
Permits will not be approved if any code violations are present on the property.

Permit Applying For:

(Check all that apply)

☐ Electrical ☐ Plumbing ☒ Mechanical

District Type:

(Check all that apply)

☒ Residential ☐ Commercial ☐ Industrial ☐ Historic District

Project Site Address: 506 S. Campbell, Abilene, KS 67410

Property Owner: Kenneth Decock

Property Owner Phone/E-mail: 307-751-6433/kbdecoc8@gmail.com

Licensed Contractor(s):

(Must be licensed in the City of Abilene)

Electrical: _____

Plumbing: _____

Mechanical: Wuhnow Heating & Air, Inc.

1-800-DIG-SAFE has been contacted: ☐ YES ☒ NO

Description of work:

Full System Replacement - Main Floor

Permit Fees

Electrical

☐ Base Fee \$25

Mechanical

☒ Base Fee \$25

Plumbing

☐ Base Fee \$25

☐ Sewer \$10

25.00

Total Permit Fee: \$ _____

Payments are due at the time of application submission.
Payments made by credit or debit card are subject to a \$3.95 processing fee.
All payments are non-refundable.

Historic District Review Requirement

If the property is located in the historic district, all projects must undergo review by the Heritage Commission. Many minor projects may qualify for Heritage Commission Administrative Review and can be approved quickly. However, larger projects or those involving significant material changes require approval from the full Heritage Commission board. Permits for properties in the historic district will not be issued until receiving either Heritage Commission Administrative approval or full board approval, as applicable.

I certify that I have read this application and state that the above information is correct and that I, as owner or contractor, agree to comply with all City of Abilene adopted codes related to the above project. I acknowledge that the city is not responsible for covenants, easements, or right-of-way related to the property listed above. I understand that questions regarding property lines or easements should be directed to a licensed surveyor.

☒ I acknowledge receipt of the 'Required Inspections' handout and agree to comply with all inspection requirements outlined

Applicant Name: Peggy Whitehair

Applicant Signature: Peggy Whitehair

Date: 7/2/26

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



APPLICATION FOR SIGN PERMIT

Please use one permit application for each type of sign (e.g., wall sign, monument sign, etc.). If you are installing more than one sign of the same type, you may include up to five of that sign type on a single form, with the details for each sign provided in the corresponding sections.

Minimum Permit Fee is \$25.00 up to 25 sq. ft. of total square footage of all signs on this application and \$.20 per sq. ft. thereafter.

Payments are due at the time of application submission and do not guarantee approval. Payments made by credit or debit card are subject to a \$3.95 processing fee. All payments are non-refundable.

Address of Sign Location: 106 N. Spruce

District Type: (Check all that apply)

☐

Residential

☒

Commercial

☐

Industrial

☒

Historic District

Property Owner: Jan Sexton

Address:

Property Owner Phone #: 1 785 263 5522

E-mail: ddimitt@lumineosigns.com

Contractor: Lumineo Signs

Contractor Phone #: 620 860 2607

Email: ddimitt@lumineosigns.com

Type of Sign: Select only one. For each additional sign type, a separate application is required.

☐

Awning/Canopy/Marquee

☐

Ground

☐

Pole

☐

Projecting

☒

Wall

☐

Roof

☐

Electronic Message Center (EMC)

☐

Other (Describe)

SIGN 1 DETAILS

Size of Sign: Width 7'4.5" Length 10' Depth 19.5" Sign Weight 300

Total Area of proposed sign (sq. ft.) 74.5 Total Area of Existing Signs (sq. ft.)

Distance sign projects from wall: 19.5 Height between grade line and bottom of sign: 7,

Width of right-of-way from back of curb to building:

Of what material is sign constructed? Alum, acrylic, polycarbonate

Footings & Base Information for free standing sign:

How is sign secured? Screwed to building

Is sign illuminated? If yes, how? Yes, LED's & power supplies

Does sign obstruct any window or exit? No

SIGN 2 DETAILS

Size of Sign: Width Length Depth Sign Weight

Total Area of proposed sign (sq. ft.) Total Area of Existing Signs (sq. ft.)

Distance sign projects from wall: Height between grade line and bottom of sign:

Width of right-of-way from back of curb to building:

Of what material is sign constructed?

Footings & Base Information for free standing sign:

How is sign secured?

Is sign illuminated? If yes, how?

Does sign obstruct any window or exit?

SIGN 3 DETAILS

Size of Sign: Width _____ Length _____ Depth _____ Sign Weight _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

SIGN 4 DETAILS

Size of Sign: Width _____ Length _____ Depth _____ Sign Weight _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

SIGN 5 DETAILS

Size of Sign: Width _____ Length _____ Depth _____ Sign Weight _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

This is to certify that I agree that the provisions of the zoning ordinance, Article 27, will be complied with whether the same are specified herein or not.

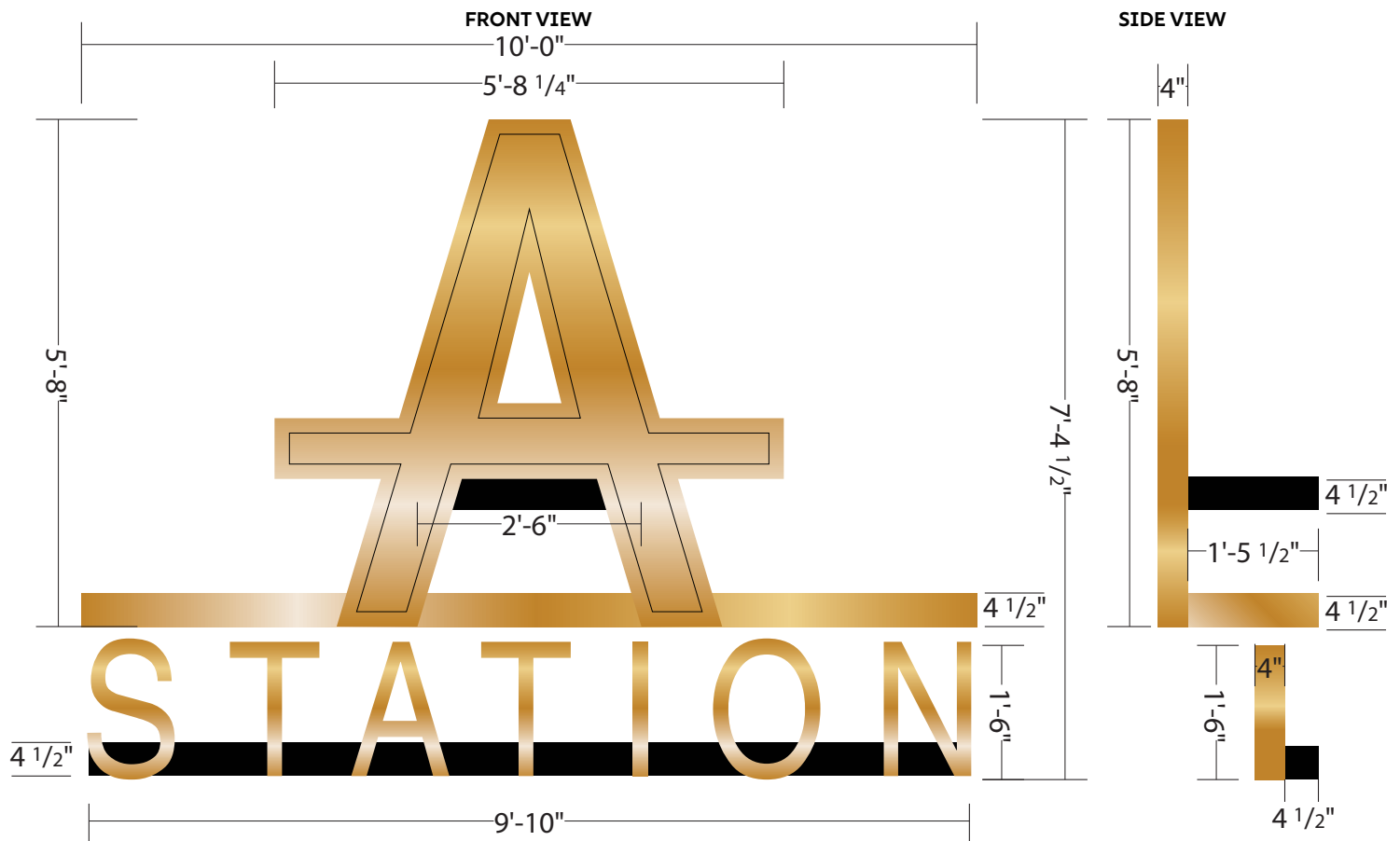
☒ I acknowledge receipt of the 'Site Plan and Specifications' and 'Inspection Requirements' handouts and agree to comply with all inspection requirements outlined. All permits are subject to a 3-7 business day review period. Work may not commence until an approved permit has been issued.

Applicant Name: Don Dimitt

Applicant Signature: Don Dimit

Date: 6/3/26

☒ Contractor ☐ Agent for Contractor ☐ Owner ☐ Agent for Owner



LUMINEO
SIGNS

CUSTOMER: A STATION
NAME: JAN SEXTON
LOCATION: 123 S, SPRUCE ST,
 ABILENE, KS 67410

DATE: 5/21/26
DESIGN NO: DD-J37635
ARTIST: DJ
SCALE: 1/2" = 1'

APPROVED:

DATE:

3630-141 GOLD NUGGET BRILLIANT GOLD BLACK

SPECIFICATIONS

- REMOVE & DISPOSE OF EXISTING PAN SIGN ON BUILDING.
- FURNISH & INSTALL (1) 5' 8" H X 8' 6" W X 4" D INTERNALLY ILLUMINATED REVERSE CHANNEL LETTER WITH METAL RETAINERS AND REGULAR CUT TRANSLUCENT VINYL, (1) SET OF 1' 6" H X 4" D TRIMCAP LETTERS, AND (3) 4 1/2" H RACEWAYS.
- INSTALL IN SAME LOCATION AS OLD SIGNAGE CENTERED OVER WINDOW.

ALL NOTED DIMENSIONS ARE APPROXIMATE AND MAY BE MODIFIED SLIGHTLY DURING MANUFACTURING TO ALLOW PROPER COMPONENT USAGE.

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Permit # 2024-111



All permits are subject to a 3-7 business day review period.

Please submit this form to:
Community Development
419 N Broadway
Abilene, KS 67410
785-263-2355
kolson@abilenecityhall.com

APPLICATION FOR SIGN PERMIT

Please use one permit application for each type of sign (e.g., wall sign, monument sign, etc.). If you are installing more than one sign of the same type, you may include up to five of that sign type on a single form, with the details for each sign provided in the corresponding sections.

Minimum Permit Fee is \$25.00 up to 25 sq. ft. of total square footage of all signs on this application and \$.20 per sq. ft. thereafter.
Payments are due at the time of application submission and do not guarantee approval. Payments made by credit or debit card are subject to a 3.75% processing fee, with a minimum fee of \$2.50. All payments are non-refundable.

Address of Sign Location: 106 N. Spruce Abilene KS
District Type: (Check all that apply)
☐ Residential ☒ Commercial ☐ Industrial ☒ Historic District → Jan Sexta
Property Owner: Leonard LLC Address: 106 N Spruce
Property Owner Phone #: 785-263-5522 E-mail: astatic@abilene@gmail.com
Contractor: Jason Lahr
Contractor Phone #: 785 479 6451 Email: _____

Type of Sign: Select only one. For each additional sign type, a separate application is required.

☐ Awning/Canopy/Marquee ☐ Ground ☐ Pole ☐ Projecting ☒ Wall ☐ Roof
☐ Other (Describe) _____

SIGN 1 DETAILS

Size of Sign: Width 6 Length 24" Depth 1"
Total Area of proposed sign (sq. ft.) 12 sq ft. Total Area of Existing Signs (sq. ft.) _____
Distance sign projects from wall: 1" Height between grade line and bottom of sign: 9 ft.
Width of right-of-way from back of curb to building: 24 ft.
Of what material is sign constructed? metal
Footings & Base Information for free standing sign: NA
How is sign secured? TAPCON Screws
Is sign illuminated? If yes, how? no
Does sign obstruct any window or exit? no

SIGN 2 DETAILS

Size of Sign: Width _____ Length _____ Depth _____
Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____
Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____
Width of right-of-way from back of curb to building: _____
Of what material is sign constructed? _____
Footings & Base Information for free standing sign: _____
How is sign secured? _____
Is sign illuminated? If yes, how? _____
Does sign obstruct any window or exit? _____

All applicants must sign on page 2 of this application, even if applying for fewer than 5 signs.

SIGN 3 DETAILS

Size of Sign: Width _____ Length _____ Depth _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

SIGN 4 DETAILS

Size of Sign: Width _____ Length _____ Depth _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

SIGN 5 DETAILS

Size of Sign: Width _____ Length _____ Depth _____

Total Area of proposed sign (sq. ft.) _____ Total Area of Existing Signs (sq. ft.) _____

Distance sign projects from wall: _____ Height between grade line and bottom of sign: _____

Width of right-of-way from back of curb to building: _____

Of what material is sign constructed? _____

Footings & Base Information for free standing sign: _____

How is sign secured? _____

Is sign illuminated? If yes, how? _____

Does sign obstruct any window or exit? _____

This is to certify that I agree that the provisions of the zoning ordinance, Article 27, will be complied with whether the same are specified herein or not.

☒ I acknowledge receipt of the 'Site Plan and Specifications' and 'Inspection Requirements' handouts and agree to comply with all inspection requirements outlined. All permits are subject to a 3-7 business day review period. Work may not commence until an approved permit has been issued.

Applicant Name: Jan Sexton member LLC

Applicant Signature: Jan Sexton

Date: 6-25-20

☐ Contractor

☐ Agent for Contractor

☒ Owner

☐ Agent for Owner

