

**CITY OF WILDWOOD
RECORD OF PROCEEDINGS**

**MEETING OF THE HISTORIC PRESERVATION COMMISSION
CITY HALL – COMMUNITY ROOM
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
April 25, 2019**

I. Welcome and Roll Call

Meeting: Thursday, 4/25/19, City Hall, Community Room, 6:30 p.m.
Attending: Chair Wojciechowski, Secretary Scott, Commissioner Compton, Commissioner Hrubes, Commissioner Hammond, Commissioner Sprunger, Alternate Stevens, Alternate Rowton, Planning and Zoning Commission Liaison Gragnani, Council Liaison Taylor, and Council Liaison Edens.
Absent: Vice-Chair Thompson
Staff: Director of Planning Joe Vujnich and Assistant Director of Planning and Parks Kathy Arnett

II. Opening Remarks by Chair Wojciechowski

Chair Wojciechowski welcomed everyone to the meeting and called it to order at 6:30 p.m.

III. Approval of the Historic Preservation Commission March 28, 2019 Meeting Minutes

A motion was made by Commissioner Scott, seconded by Commissioner Sprunger, to approve the meeting minutes from March 28, 2019, with one (1) modification. Council Member Taylor was listed in the Roll Call as both present and absent, and should only be listed in the section of those in attendance. A voice vote was taken on the amended minutes, with a unanimous affirmative result, and Chair Wojciechowski declared the motion approved by a vote of 6-0.

IV. Public Comment

None

V. New Business

A. Ready for Action – Three (3) Items

1. Letter of Recommendation Report -

H.R. 1-19 The Marianist Province in the U.S., c/o Curtis Ballenger, 4000 State Route 109, Wildwood, Missouri, 63025 - A request to place a family retreat lodge, which is located at 4000 State Route 109 (Locator Number: 26V310045), known as Marycliff (formerly Woodcliff), c. 1905, per St. Louis County Tax Records, c. 1891 per City of Wildwood's Historic Building Inventory [Survey 2014-15, Updated 12-6-2018, Page 120 of 343], on the City's Historic Register. This tract of land is zoned NU Non-Urban Residence District. The property owners submitted an application to place this building onto the City's Historic Register, with the intent of its

continued use as a family retreat lodge at the Marianist Retreat Center, and no requested incentives from the City of Wildwood. **(Ward Six)**

Director of Planning Vujnich presented the Commission's recommendation in the form of its Letter of Recommendation Report to the City Council. He reiterated the Commission's action at the previous meeting on the Department's recommendation was for approval of placing the asset on the City's Local Registry. He reminded the Commission the petitioner was not seeking any incentives from the City and the building meets the Code's requirements for such. The history and the structures retained and original architectural characteristics, along with its materials, make it a wonderful asset to the City's Historic Registry.

A motion was made by Commissioner Hrubes, seconded by Commissioner Compton, to approve the Letter of Recommendation and support the placement of *Marycliff* on the City's Historic Registry.

A roll call vote was taken, with the following results:

Ayes: Commissioners Scott, Compton, Hrubes, Sprunger, Hammond and Wojciechowski.

Nays: None

Absent: Commissioner Thompson

Whereupon, Chair Wojciechowski declared, by a unanimous affirmative result, the motion approved.

2. Discussion on Outline and Status of Next Chapter in Wildwood's Written History Covering the Period of 1920 – 1990. (Wards – All)

Director Vujnich introduced Ms. Von Gruben, the author of this year's chapter in the City's written history covering the period of 1920 to 1990.

Ms. Von Gruben noted a draft of the chapter had been provided to the Commissioners and she requested their feedback no later than May 13th. She noted her work, by contract, must be completed by June 1st. Ms. Von Gruben then reviewed some challenges within the drafting of the information, noting it was a difficult chapter to write since it covered three (3) major wars and the Great Depression. She also requested additional information on the Route 66 bicycle route, if it was available.

Ms. Von Gruben then noted the need to complete the final chapter early next year to have time to complete book formatting and to conduct public outreach and promotion of the book. She noted there are a few final book formatting items that she could assist with, including a formal introduction, indexing, and formal acknowledgments. She emphasized the importance of indexing, due to the amount of historical research in the book and for it to be considered as an academic resource.

Discussion was then held regarding the following: the importance of the fire in the military records building and the Veterans of Foreign Wars AmVets resource that has files and is a good resource for people looking for history; the desire for edits to be sent to Department staff who will compile them and forward to Ms. Von Gruben; the ability and intent of the author to present work to school children; the desire of the Commission to receive a digital copy of the

draft to aid in their editing; and the author's requested stories from Commissioners who were in Wildwood prior to 1990.

Department staff noted, in May they would bring a recommendation for Ms. Von Gruben to write the history portion of the final chapter, as well as other book related work, while the City writes the incorporation and other City related information.

A motion was made by Commissioner Scott, seconded by Commissioner Hrubes, to amend the agenda to next discuss the Bicentennial Celebration item while Ms. Von Gruben was still in attendance. A voice vote was taken on the motion, with a unanimous affirmative result, and Chair Wojciechowski declared the motion approved by a vote of 6-0.

VI.A.2. Continued Discussion Regarding the Commission's Participation in the Missouri 2021 Bicentennial Celebration (Wards – All)

Director Vujnich reviewed the Commission's discussed of this matter from last month and the decision of the members to participate in some fashion. He then reviewed a list of known traditions throughout Wildwood and ideas for the Commissioners to discuss as potential items to focus on for the City's submittal in the *Missouri Community Legacies* effort. He then requested the members provide any additional ideas.

Discussion was then held regarding the following: the potential of a project by the City of Creve Coeur being on the endorsed projects list, so Department staff noted they will investigate and see if they are on the list and, if so, how the accomplished it; the need to check on deadline for submittals; the potential of using the program to increase visibility of the Wildwood Historical Society; the desire to try and submit the electronic version of the complete book to the Missouri Encyclopedia project; the desire to include information on this effort at this year's Celebrate Wildwood Event and next year as well; the potential of gathering stories at Celebrate Wildwood, therefore a need to advertise and encourage attendees to bring photos and other historic documents to the event; the desire to include the Wabash, Frisco, & Pacific railroad in the organizations notified of the potential to submit traditions; and the need to outline the specific dates of traditions, such as St. Paul's Annual Sausage Supper on the 3rd Sunday in October, etc.

3. Review of Display Banner for Historic Communities Overview Map (Wards – All)

Assistant Director Arnett noted a draft of the new display banner, which highlights an overview map of all of the historic communities had been provided to the members and requested they provide their feedback and modifications.

Discussion was held regarding the following: the need to include a label of Wild Horse Creek Road, where it extends east of State Route 109; include a description of how Wildwood was named; the desire to connect the roads outside of the City to show regional proximity; the desire for the designer to provide options for other types of icons; the removal of the duplicate Wildwood logo; the removal of the label 'Fox Creek' from the logo on the map key; the potential for adding the map to the website with hover pop ups to provide details on communities; the need to add the railroad along Centaur Road; the desire to add more Route 66 logos, especially on Old Manchester Road, so as to identify all of Route 66; clarify that St. Albans Road is Highway T; the need to add the new Ward 5 park, if possible at this scale, and

the John L. LeCave Memorial Levee trailhead; change the line color of Route 66; change the second sentence in the introductory paragraph to say, “Historically the...”; change ‘had’ to ‘has’ in first sentence; and for the Commissioners to provide any additional comments to the department staff within the next two (2) weeks.

VI. Old Business

A. Ready for Action – Three (3) Items

1. Further Review of Commission By-Laws (Wards – All)

Director of Planning Vujnich noted the Commission began discussing its bylaws at the March meeting and more revisions had been made to the draft version presented to them this evening. He noted the bylaws are intended to stand alone from the Historic Preservation and Restoration Code, which is the ordinance governing the Commission. He requested input on the current draft, first noting the following changes that had been made, per the Commissioner’s direction:

1. The removal of Section 1, item c;
2. The addition of the Community Room as the preferred meeting location;
3. The preference to recommend alternates should be considered first for appointment to regular positions when available (removed earlier phrase in that paragraph referencing potential replacements);
4. The addition of members having the ability to modify Roberts Rules of Order during a meeting;
5. The addition of actions that are typically made by members (Section 5(a.));
6. The addition of reference to compliance with City and State ethical conduct guidelines (Article VIII); and
7. The addition of a section on Commission activities (Article IX).

Consensus was reached among the Commissioners to modify Article IX, Section 3, so the first sentence says shall be live-streamed ‘when possible’ and the final sentence says shall be ‘livestreamed’ at the discretion of its members.

Department staff noted they would revise the bylaws again, distribute them via e-mail to the Commission, so they could review once again and provide any additional requests for action in May.

3. Update on 2019 Work Program of the City’s Historic Preservation Commission (Wards – All)

Assistant Director Arnett provided an update on the status of each of the fifteen (15) items in the Commission’s Work Program for 2019. Commissioners requested information on the State Historic Preservation Office’s review of its plan for localized training. Assistant Director Arnett noted the office had approved the method of training utilizing speakers at the Commission’s meetings.

B. Not Ready for Action – Two (2) Items

1. Discussion on archiving documents from the City's incorporation that are currently being stored at City Hall and Off-Site Locations. (Wards – All)
2. Work Program for Historic Route 66 Promotion (Wards – All)

VII. Review of Proposed Zoning/Plats/Site Development Plan/Demolition Requests – None

VIII. Other

None

IX. Upcoming Meeting Dates – May 23, 2019 (Thursday), at 6:30 p.m.

X. Closing Remarks and Adjournment by Chair

A motion was made by Commissioner Hrubes, seconded by Commissioner Hammond, to adjourn the meeting. With a unanimous voice vote, Chair Wojciechowski declared the meeting adjourned at 8:39 p.m.