



CITY OF WARRENSBURG, MISSOURI  
HISTORIC PRESERVATION COMMISSION  
MUNICIPAL CENTER  
200 S. HOLDEN ST., WARRENSBURG, MO 64093

**MEETING AGENDA  
MARCH 24, 2021  
4:00 PM**

1. Call To Order

2. Roll Call

3. Minutes Of Previous Meetings

3.I. February 24, 2021

Documents:

[2021-02-24.PDF](#)

4. Other Business And Appearances

4.I. Grover And Broad Streets Survey Update

Documents:

[2021-03-19 STAFF REPORT.PDF](#)

4.II. Review And Discussion Of National Historic Preservation Month

5. Comments Of Commissioners / Staff / Public

6. Adjournment



CITY OF WARRENSBURG, MISSOURI  
MINUTES

HISTORIC PRESERVATION COMMISSION  
February 24, 2021

**1. Call to Order**

Acting as Chairman, the meeting was called to order by France Ellis at 4:00 p.m.

**2. Roll Call**

Roll was called and members present included Frances Ellis, Jill Purvis, Don Nimmer, Andrea Glinn. Member Karen Hicklin was absent. Kristin Dyer, City Planner, was also present.

**3. Minutes of Previous Meetings**

3.1 December 9, 2020

Members reviewed the minutes from the December 9, 2020 Historic Preservation Commission meeting. Purvis moved to approve the minutes. Nimmer seconded. Approved 4-0.

**4. Other Business and Appearances**

4.1 Review and Discussion of the Grover and Broad Streets Survey

Dyer summarized the corrections made in the second draft final report including grammatical changes, alterations to contributing versus non-contributing status of properties, and other changes requested by members. Dyer stated the sample survey forms in the packet are the same properties submitted to the State Historic Preservation Office (SHPO). Staff requested the Historic Preservation Commission to make a recommendation to the SHPO. The commission and staff discussed the final steps of the survey including extending the timeline one additional month. Glinn made a motion to recommend approval to submit the draft report and survey forms to the State Historic Preservation Office for review. Purvis seconded. Approved 4-0.

**5. Comments of Commissioners/Staff/Public**

Dyer stated the Missouri Historic Preservation Conference has been postponed until next year. Jefferson City will remain the host city.

Nimmer stated he listened to Bill Foley at conference about how the Howard School was the only school in the country created by the combined effort of the American Missionary Society and Freedman's Bureau for African Americans.

**6. Adjournment**

Glinn moved to adjourn the meeting. Purvis seconded. Approved 4-0, and the meeting adjourned at 4:16 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Chairperson



HISTORIC PRESERVATION COMMISSION

AGENDA REPORT

March 19, 2021

ITEM 4.I: Update on the Grover & Broad Streets Architectural/Historic Survey

**BACKGROUND:**

The survey area is the Grover & Broad Streets Survey Area, which is bounded by the railroad to the north, South Mitchell Street to the east, 400-600 block of Broad Street to the south, and South Charles Street to the west. The area is approximately 48 acres in size with 132 properties. It is located approximately 0.57 miles southeast from the core of downtown Warrensburg and adjacent to the University of Central Missouri campus. Below is the timeline that shows the current status of the project.

At the end of December 2020, five sample survey forms were submitted to the State Historic Preservation Office (SHPO) for review. Staff received comments on February 4, 2021 and incorporated any additional information as needed. The draft final report and survey forms were submitted the SHPO for review on February 29, 2021, and staff expects comments back around the third week of April.

The final months of the timeline have been moved ahead one additional month to reflect receiving comments back from the SHPO.

**TIMELINE:**

Items highlighted in green have been completed. Items highlighted in yellow are concurrent or upcoming. Items in grey have been altered due to COVID-19 restrictions.

SURVEY TIMELINE	
DATE	TASK
October 2019	Staff submits the research design to Missouri State Historic Preservation Office (SHPO) for review.
	Historic Preservation Commission (HPC) reviews the research design and proposed survey areas.
November 2019	Staff receives comments from the SHPO on the research design and proposed survey areas.
	Final selection on a survey area by the HPC
December 2019	Staff prepares the public outreach documents such as postcards, legal notice, and any other advertising.
January 2020	Staff and the HPC prepare and go over the logistics for public outreach meeting.
March 6, 2020 (30 days prior to public meeting)	Postcards for the public outreach meeting are mailed to every property owner and a notice posted in the local newspaper
April 8, 2020	The HPC hosts a public outreach meeting to introduce the goals of the survey (Cancelled due to Warrensburg State of Emergency).
March - July 2020	Staff conducts archival research and prepares the historic context.

August 2020	Staff and the HPC prepare and go over the logistics for public outreach meeting.
September 28-October 2	Postcards for the public outreach meeting are mailed to every property owner and a notice posted in the local newspaper.
October 28	The HPC hosts a public outreach meeting to introduce the goals of the survey.
Fall/Winter 2020	The HPC and volunteers conduct field investigation of the survey area
	The HPC and volunteers photograph each property according to SHPO survey guidelines
	Staff submits five completed sample survey forms for review by the SHPO. (30 day review period)
December 2020/January 2021	Staff completes the survey forms and drafts survey report.
February 2021	The Historic Preservation Commission reviews the draft survey report, and Staff makes corrections as needed.
February 2021 (45-day review period)	Staff submits the draft survey report, survey forms and pictures to the SHPO
April 2021	Postcards for the public outreach meeting are mailed to every property owner and a notice posted in the local newspaper.
	Staff receives comments from the SHPO and revises the draft survey report and survey forms as needed (Updated).
May 2021	Staff and the HPC present the final survey results at the public outreach meeting.
June 2021	Staff finalizes the final survey report, survey forms, and all work products for City records.
	Staff submits the final survey report, survey forms, and all work products to the SHPO.
July 2021	The HPC discusses next steps.

**RECOMMENDATION:**

Staff recommends the Historic Preservation Commission to proceed with the next steps in survey timeline.