



HISTORIC PRESERVATION COMMISSION MINUTES

300 Martin Luther King Blvd.

June 11, 2026

TIME: 4:30 PM

1. A CALL TO ORDER

Mike Buckelew called the meeting to order at 4:30 p.m.

2. APPROVAL OF MINUTES

A motion was made by Aaron Bushey to approve May 14, 2026 minutes. The motion was seconded by Aaron Kovak. All approved.

1. Approve May 14, 2026 minutes.

3. PUBLIC HEARINGS

(Limit comments to 3 minutes or less)

Mike Buckelew opened the floor for public comments. There were none.

4. OLD BUSINESS

There was no old business to discuss.

5. NEW BUSINESS

2. 601 N. Railroad Ave: Downtown Historic District
COA: Widows Walk, Rear Porch & Ramp, Landscaping

Agenda Item #: 1

Meeting Date: 06/11/2026

**Action Requested: COA: Widows Walk, Rear Porch & Ramp,
Landscaping**

Location of Property: 601 S. Railroad Ave; Downtown Historic District

Petitioner: Jake Whaley

Resources:

Robertson-Huskey House. Circa 1894. Two-story Second Empire Italianate home, wood frame, mansard roof and dormers. This home is in the Downtown Historic District. However, it is not on the National Registry.

Proposal: The petitioner requests a COA for the following:

1. Update the widow's walk to include corner columns with lap siding and decorative wood railing to match the front porch.
2. Install a wood ramp and steps painted to match front porch steps. Face ramp with brick and cap with concrete to match the front porch.
3. Remove six (6) trees and replace them with 4-6" caliper trees (per the Arborist report). A full parking and landscaping plan will be provided prior to installation.

Proposed Guidelines:

9. Architectural Details:

- a. Original details shall be maintained.
- b. The replacement of missing original details should be based on accurate historic, physical or pictorial documentation and should be a close visual approximation of the original.
- c. Architectural details of any period or style not original to the building should not be introduced.
- d. Changes that have taken place in the course of time which are evidence of the history and development of a building, and its environment may have acquired significance in their own right; their significance should be recognized and respected.

3. Architectural Metals:

- a. Architectural metals such as cast iron, steel, pressed tin, aluminum, and zinc shall be retained whenever possible.
- b. It shall be prohibited to remove architectural metal features that are an essential part of a building's character and appearance. These materials shall be stabilized and preserved intact on the structure.
- c. Where it is necessary to clean these architectural metals, they should be cleaned with a method that does not abrade the surface and which will not alter the color, texture and tone of the metal. After cleaning, the metals shall be coated with an appropriate protective coating. Do not expose metal which was originally protected from the environment.

ROOFS - #11.

Preserve the original roof form.

SLOPE: Preserve the pitch of the original roof. Roofs of most commercial buildings have a parapet wall in front of a flat roof; however, in some cases historic commercial buildings have gable, hip, or Mansard roofs. Adding a new fake mansard roof is not appropriate. Skylights and roof decks not visible from street may be acceptable.

MAINTENANCE: Retain and preserve original roofing materials where feasible. Regularly maintain your roof as a shelter against water penetration. Clean and maintain the roof drainage system.

4. Roofs and Roofing:

- a. Original roof shape and pitch should be maintained.
- b. Provide adequate roof drainage and ensure that the roofing materials provide a weather tight covering for the structure.
- c. Retain the original roofing material whenever possible.

- d. Replace deteriorated roof covering with new materials that are compatible with the period of the structure and appropriate to the structure. Fiberglass asphalt shingles may be substituted for original roofing when it is not economically feasible to replace or repair with original materials or when the original roof is beyond repair. The color and texture of fiberglass-asphalt shingles should be appropriate to the architectural style and period of the structure.
- e. Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
- f. Preserve or replace where necessary, but do not remove, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting and weathervanes.
- g. Do not introduce new roof features, such as dormers where none existed before. Low profile skylights may be used on the side or rear facades not facing a street.
 - Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
 - Replacement of existing asphalt composition roofing shingles

The following commonly requested projects require a COA:

- Changes in roofing material including the removal and replacement of slate, terracotta tile and standing seam metal roofing materials

7. Entrances, Porches and Steps:

- a. Porches and steps that are appropriate to the building and its development should be retained. Porches or additions that reflect later architectural styles are often important to the building's historical integrity and wherever possible, should be retained.
- b. Original material and architectural features, such as handrails, balusters, columns, brackets and roof decoration shall be preserved. Where necessary to replace deteriorated pieces, the new material should match the original in texture, shape, size and color.
- c. Original details and shape, outline, roof height and roof pitch should be retained.
- d. Enclosing of front porches is inappropriate if done in a manner that destroys their intended appearance.
- e. The enclosing of side and rear porches may be considered appropriate if the visual openness and character of the original porch is maintained.

The following items DO NOT require a COA:

- Minor repairs to materials and features when repaired to match the original
- Porch flooring and ceilings, trim boards, railings, brackets, etc.

The following commonly requested projects require a COA:

- Removal or addition of porches
- Screening of side porches according to guidelines (staff approval)
- Screening of front porches according to guidelines (commission approval)
- Enclosure of porches

A. THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. (*updated 08/12/14*)
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without supporting documentation and a plan for replacement. Trees located in the city right of way cannot be removed without city approval (*updated 09/09/22*)

The following items DO NOT require a COA:

- Back yard Tree house, swing sets and trampolines
- Benches and other outdoor furniture and accessories
- Sculpture and another outdoor artwork
- Pools and patios
- Tree pruning, clearing of overgrown bushes, vines, saplings, etc.
- Tree removal (less than 4" diameter at breast height or diseased).

Staff recommendation:

1. Staff recommends approval of widow's walk with columns covered in siding to match the same reveal of the main structure and wood railings to match the front porch railing.
2. Staff recommends approval of a rear wood ramp and steps with brick facing and concrete cap.
3. Staff recommends approval of tree removal as recommended by Arborists and replanting of 3-4" caliper trees. Applicant to return

with a landscaping and parking plan for approval prior to installation.

Discussion:

Staff provided an overview of the updates requested by the applicant to the widow's walk and rear ramp and stairs. The applicant, Jake Whaley, gave an update on where they are on the project and the improvements they would like to make. He stated that once the trees are removed they will be able to better plan the layout of the parking and landscaping.

There was no further discussion.

A motion was made by Aaron Kovak to approve with staff recommendations. The motion was seconded by Linda Lanz. All approved.

6. OTHER BUSINESS

3. Enforcement Report

Staff reported that enforcement notices have been sent out. She is working with the city attorney to put enforcement protocols in place.

4. Staff Report

There was no new business for staff to report.

5. Next meeting DATE

1. Next meeting July 9, 2026

7. ADJOURN

A motion was made by Aaron Bushey to adjourn. The motion was seconded by Linda Lanz. All approved.

The meeting adjourned at 4:41 p.m.

Rush Denson, Chair

Linda Lanz, Secretary