

**Call to Order: 5:30pm**

**Roll Call:** Kevin Cox [x] Foss Farrar [x] JW Lozano [ ] Gordon Fry [x] Sydney Bland [ ]

**Consent Agenda:**

Meeting Minutes, **January 18, 2016.**

Administrative Reviews: None since the last meeting

A motion was made to approve the minutes from January 18, 2016 as written by Gordon Fry and was seconded by Foss Farrar. Voice vote carried the motion.

**New Business:**

**1. Historic Review-Sign permit for 212 S Summit St**

**Motion:** To adopt the findings and approve/disapprove the sign permit for 212 S Summit St as reviewed in accordance with K.S.A. 75-2724.

Josh White presented findings for the case including the guidelines for signs. The awning being replaced is not a historic feature. The sign will be a flat wall sign and unlit. Foss Farrar asked if it will project over the sidewalk. Josh White turned to Todd Gritzmaker of Ron's Sign Company to answer the specific questions. Mr. Gritzmaker explained how the sign would be built and that it would not project over the sidewalk. The frame is constructed with the historic materials in mind. Foss Farrar asked if it extended beyond the building, Mr. Gritzmaker indicated it would only be the width of the building. Kevin Cox did note that the sign looked very contemporary and there was some discussion regarding this. Ultimately the board agreed that a certain amount of creativity was allowed. Foss Farrar expressed some concern about the scale and Josh White noted the dimensions and location of the sign appears to be appropriate for the district. Mr. Gritzmaker said attention was paid to the district and they worked to meet the guidelines and meet the appropriateness in regards to the district. Kevin Cox made a motion to adopt the findings and approve the sign permit for 212 S Summit St as reviewed in accordance with K.S.A. 75-2724. The motion was seconded by Foss Farrar. Voice vote carried the motion.

**2. Historic Preservation Fund Grant-Downtown Historic District Resurvey (update)**

Josh White updated the Board on the progress of the grant. A draft application was submitted and a response was received and corrections will be made. The final application will be due March 18.

**3. Other Items**

Andrew Lawson, the City's Public Information Officer presented information on the Kansas Open Meetings Act and gave a handout to each member. Brief discussion was held on the requirements of the law.

**Adjournment:**

Foss Farrar made a motion for adjournment and the motion was seconded by Gordon Fry. Voice vote carried the motion. Adjournment at 5:58pm.