

LEAVENWORTH PRESERVATION COMMISSION
COMMISSION CHAMBERS, CITY HALL
100 N. 5th Street
Leavenworth, KS 66048

REGULAR SESSION
Wednesday, May 7, 2025
6:00 p.m.

AGENDA

CALL TO ORDER:

- 1. Roll Call/Establish Quorum**
- 2. Approval of Minutes: March 5, 2025**

OLD BUSINESS:

None

NEW BUSINESS:

1. 2025-09 LPC – 214 ARCH STREET

A State Law review (KSA 75-2724) for proposed exterior modifications to property located at 214 Arch Street, a property located in the Arch Street Historic District, under the Secretary of the Interior's Standards for Rehabilitation.

OTHER BUSINESS/CORRESPONDENCE:

- 1. MINOR STATE LAW REVIEW AND/OR MINOR CERTIFICATE OF APPROPRIATENESS (4) – No action required.**
 - 624 Cherokee – add signage to existing awning and replace sign face on projecting sign
 - 200 Arch St – replace existing furnace
 - 404 Shawnee – replace roof
 - 211 Pine St – replace/reconnect sanitary sewer

ADJOURN



LEAVENWORTH PRESERVATION COMMISSION MINUTES

COMMISSION CHAMBERS, CITY HALL
100 N 5th Street, Leavenworth, Kansas 66048
WEDNESDAY, March 5, 2025, 6:00 PM

CALL TO ORDER:

Board Members Present

Rik Jackson
Ed Otto
Ken Bateman
Dick Gibson

Board Member(s) Absent

Sherry Whitson

City Staff Present

Michelle Baragary
Kim Portillo

Chairman Jackson called the meeting to order at 6:00 p.m. and noted a quorum was present.

APPROVAL OF MINUTES: January 3, 2024

Chairman Jackson asked for comments, changes or a motion on the January 3, 2024 minutes presented for approval. Commissioner Gibson moved to approve the minutes with one correction, seconded by Commissioner Otto, and approved by a vote of 4-0.

APPROVAL OF MINUTES: February 7, 2024

Chairman Jackson asked for comments, changes or a motion on the February 7, 2024 minutes presented for approval. Commissioner Otto moved to approve the minutes as presented, seconded by Commissioner Gibson, and approved by a vote of 4-0.

OLD BUSINESS:

None

NEW BUSINESS:

1. INTRODUCE NEW PLANNING & CD DIRECTOR AND CITY PLANNER

Kim Portillo is the new Planning & CD Director and Michelle Baragary is the new City Planner

2. ELECTION OF OFFICERS

Commissioner Bateman nominated Rik Jackson to continue as Chairman, seconded by Commissioner Otto, and approved 4-0.

Commissioner Gibson nominated Ed Otto to continue as Vice Chairman, seconded by Commissioner Bateman, and approved 4-0.

3. GENERAL DISCUSSION

City Planner Michelle Baragary stated May is National Historic Preservation Month. Staff will send an email to the commissioners in April with more information. Commissioners were asked to verify the contact information we have on file for them is accurate. Commissioner Bateman and Commissioner Whitson's terms will expire April 15, 2025, and if they would like to be reappointed. Commissioner Bateman responded in the affirmative. Commissioner Whitson is not present, so staff will send an email to her.

What to expect in the coming year: Ms. Baragary stated staff has been working with Gwen Perney (State Historic Preservation Officer) to get us back on track, and adhering to requirements as a CLG, Certified Local Government. SHPO has informed staff that our Preservation Commission shall meet at a minimum four times per year. Staff has determined that the LPC will meet at least once a quarter. Preservation planning staff and preservation board members shall attend training annually. This can be done through conferences, webinars, etc. Staff will also look into having the SHPO come to one of the board meetings for a training session.

Commissioner Jackson asked if part of the training with the SHPO could include the process of nominating a property for the National or State Historic Register.

Ms. Baragary stated that staff will for that request to the SHPO. If the Board has other topics or any other specific type of information they would like the SHPO to cover, that should be emailed to staff.

Lastly, staff asked the Board what their expectations and goals are for the year.

Commissioner Gibson stated that the Leavenworth School Board was looking at a facility that was on the historic registry, but they were not looking at historic tax credits that they were eligible for. Commissioner Gibson stated the LPC should be more educated in what is eligible for historic tax credits within Kansas, and being able to get that information out to businesses and facilities that are on the historic registry. Commissioner Gibson further stated Kristin Johnson is the contact for the historic tax credits.

Chairman Jackson also made the suggestion of possibly having the board members visit the Kansas Historical Society so they can see how the SHPO reviews applications.

OTHER BUSINESS/CORRESPONDENCE

1. MINOR STATE LAW REVIEW AND/OR MINOR CERTIFICATE OF APPROPRIATENESS

Ms. Baragary noted there are 14 minor state law reviews/certificate of appropriateness included in the agenda packet, which does not require action from the commission.

With no further discussion, Chairman Jackson called for a motion to adjourn. Commissioner Gibson moved to adjourn, seconded by Commissioner Bateman and passed 4-0.

Meeting adjourned at 6:15 p.m.

Minutes taken by City Planner Michelle Baragary.

LEAVENWORTH PRESERVATION COMMISSION

**State Law Review
KSA 75-2724
214 Arch Street
May 7, 2025**

PREPARED BY:



Kim Portillo,
Director of Planning and Community Development

APPLICANT/OWNER:

Jack D. Flowers

SUBJECT:

A State Law review (KSA 75-2724) for proposed modifications to the property located at 214 Arch Street, a property located in the Arch Street Historic District, under the Secretary of the Interior's Standards for Rehabilitation. The scope of work includes the removal of an 8' x 21' deck and construction of a replacement 16' x 21' deck on the rear of the property.

STAFF ANALYSIS:

The property is located in the Arch Street Historic District, which was listed in the Register of Historic Kansas Places and National Register of Historic Places in 2002. The property, known as the O'Donnell House, is a two-story Italianate and Queen Anne style, of brick construction. The front of the porch has a one-story wraparound porch. The windows on the front and rear of the property have segmental arches. The property is a contributing structure to the district. The nomination notes a first story-level back deck and a modern exterior wood stair at the back east corner.

The proposed new deck would be at the rear of the house, in the same location as the existing deck which is proposed to be removed.

REQUIRED REVIEWS:

The proposed project shall be reviewed utilizing the Standards for Rehabilitation as set forth by the Secretary of the Interior:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
No such change is proposed.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
The enlarged deck will not be visible from the front of the house. No historic materials or features will be removed or covered.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

No such change is proposed.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
No such change is proposed.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
The existing wood deck does not have unique construction techniques or examples of craftsmanship that characterize the historic property. It is of basic, contemporary design with no unique architectural features.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
The deck is being replaced of similar construction.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
No such change is proposed.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
No ground disturbing work is proposed.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
The proposed deck will not destroy historic materials of the property and will fit in scale and massing with the home.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
No such work is proposed.

ACTION/OPTIONS:

- Motion, to determine that the proposed changes to 214 Arch Street do not damage or destroy the Arch Street Historic District.
- Motion, to determine that the proposed changes to 214 Arch Street do not damage or destroy the Arch Street Historic District.
- Motion, to Table item until the next meeting for the purpose of gathering additional information.
- Motion, to forward to the SHPO for review.



Application No. 17073
Filing Date 4/4/2025 *VP*

HISTORICAL IMPACT DETERMINATION

Property Site Address: 214 Arch St, Leavenworth, KS 66048

Print Name of Property Owner: Jack D. Flowers

Address of Property Owner: 214 Arch St, Leavenworth, KS, 66048

Phone: 913-948-1862 Email: jackdflowers@gmail.com

Applicant Name (if different from property owner): _____

Phone: _____ Email: _____

Legal Description: (Attach recorded copy of full legal description provided by the REGISTER OF DEEDS OFFICE)

Nature of Project: Replace aging deck

(Attach detailed written description of proposed project, along with plans, renderings, photos, and any other necessary supporting documentation to fully describe scope of work)

Historical or Architectural significance:

- ☒ National Register
☐ Kansas Register
☐ Leavenworth Landmarks Register
☒ Historic District
Name of District: Arch Street Historic District

For Office Use:

Required Review

- ☐ Minor State Law Review
☒ Major State Law Review
☐ Minor Certificate of Appropriateness
☐ Major Certificate of Appropriateness

Project No. 2025-09- LPC
Fee (non-refundable) \$200.00
Fee Paid/Received By: EG

Date of LPC Hearing: 5-7-2025
Date of Notice of Public Hearing published 4/16/25
Date Notice sent to property owners within historic district, as appropriate: 4/16/25
Date of request for appeal to City Commission, if appropriate: _____
Date scheduled for City Commission review and action, if appropriate: _____

Final Action:

Deny as proposed ☐ Approve as proposed ☐ Approve with modifications ☐

Reviewed by: _____

Date: _____

NOTE: All signatures must be in ink. Signature of owner(s) must be secured and notarized.

Dated this 4 day of April, 2025

JACK D FLOWERS
Property Owner (Print Name)

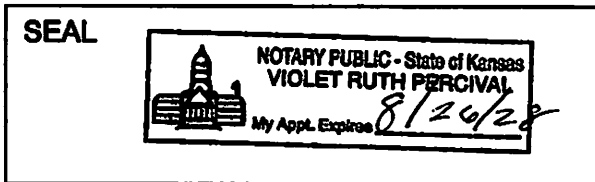
[Signature]
Property Owner (Signature)

State of Kansas

County of Leavenworth

Signed or attested before me on April 4, 2025 by Jack D Flowers

Notary Public [Signature] My appointment expires 8/26/28



Arch Street Historic District



0 100 200 400 Feet

Map prepared by LV GIS 12/13/22



Remove 8' x 21'
deck and install 16'
x 21' deck



h County, KS

214 acre

Search Tasks Analysis

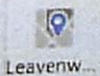
End Line Polygon Rectangle Distance Area Feet (ft) Acres (ac) Enable Snapping Select Snapping Layers Edit Erase Clear Plot Coordinates

Location Information Measure Coordinates

Click or tap to draw a measurement line. Double-click/tap to finish



6048



WKID: 4326 Lat/Long ▲

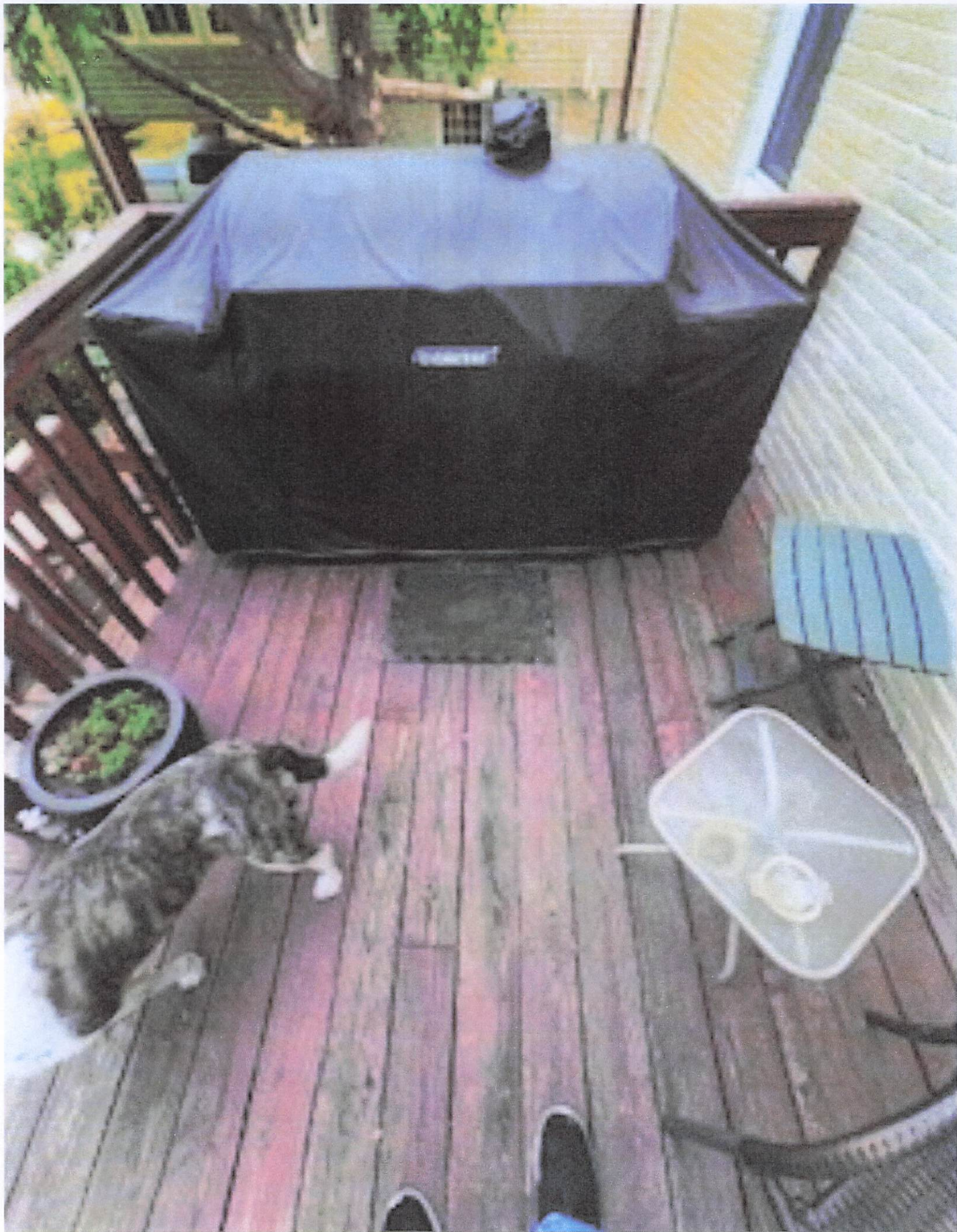
Lat: 39.30932° N
Lon: 94.90921° W

10ft









Estimated Price: \$6,967.13

Date: 5/30/2024 - 7:40 AM
Design ID: 336153247054
Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

MENARDS
Design & Buy™
DECK

Level 1

Height off the ground: 9' 0"
Width: 20' 0"
Length: 16' 0"
Joist Spacing: 16" On Center
Load Rating: 40 lbs

Level 2

Height off the ground: 3' 6"
Width: 5' 1"
Length: 5' 0"
Joist Spacing: 16" On Center
Load Rating: 40 lbs

Stair 1

Height off the ground: 9' 0"
Width: 4' 0"
Length: 8' 3"

Stair 2

Height off the ground: 3' 6"
Width: 4' 0"
Length: 4' 7"

Decking

Deck Board Material Type: AC2 CedarTone Treated
Deck Board: 5/4x6 Premium Decking
Deck Board Fastener: 6-Lobe Drive Tan Premium Exterior Deck Screw

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

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Framing

Framing Material Type: AC2 Green Treated
Joist: 2x12
Beam: 2x12
Framing Post: 6x6 Framing Post
Footing: 16" Poured Footing
Footing Depth: 36" Footing Depth
Incline Footing: 4 x 8 x 16 Solid Construction Block
Ledger Board Fastener Type: FastenMaster® LedgerLOK®
Joist Hanger Type: Galvanized Joist Hanger
Joist Hanger Fastener Type: Joist Hanger Fastener Nail

Railing

Railing Material Type: AC2 Railing
Railing Style: T-Rail, Sweep Outside Posts
Spindle: Black 32" Flat Rectangle
Handrail: 2 x 4
Railing Post: 4 x 4 x 54 AC2 Treated Chamfered Deck Post
Mounting Hardware: FastenMaster® ThruLOK®

Additional Options

Deck Flashing: Rolled Joist Flashing

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

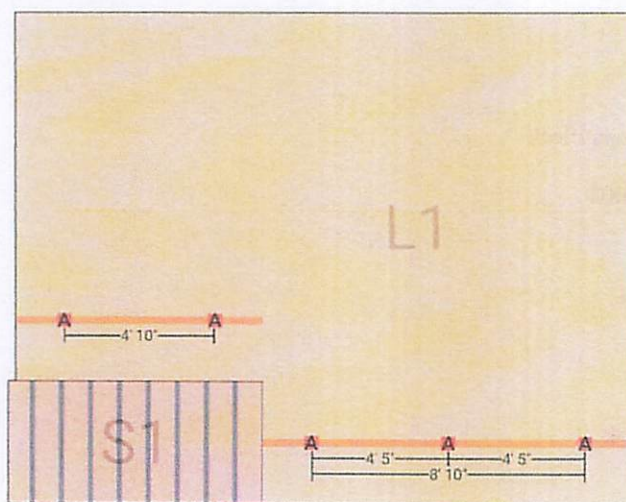
**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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L1 - Posts and Footings



Dimensions displayed are from center of post to center of post.

L1 - Framing Posts

Label

A

Post Size

6 x 6

Count

5

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

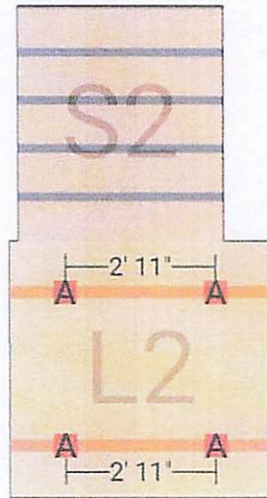
Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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Design & Buy™ DECK

L2 - Posts and Footings



Dimensions displayed are from center of post to center of post.

L2 - Framing Posts

Label	Post Size	Count
A	6 x 6	4

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

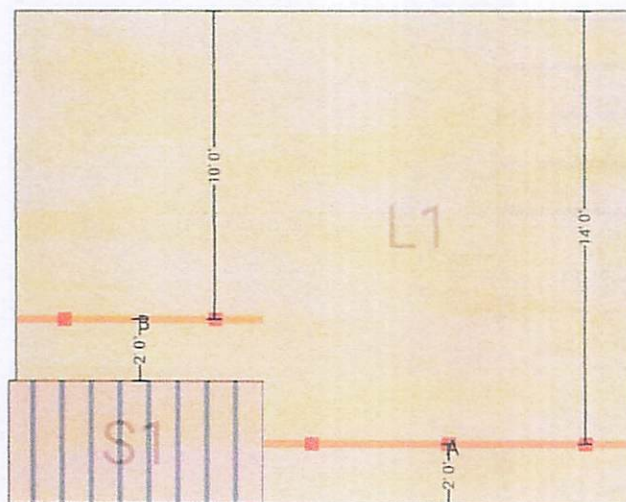
**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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DECK

L1 - Beams



2 boards nailed together is 2 ply

L1 - Lumber: 2 ply - 2 x 12 AC2

Label	Length	Count
A	12' 0"	1
B	8' 0"	1

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

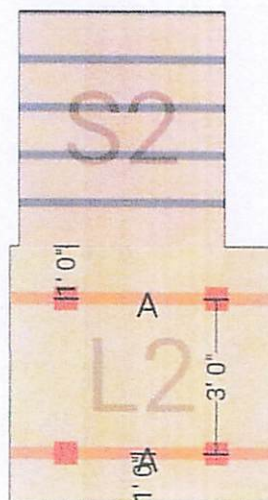
Estimated Price: \$6,967.13

*Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.

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DECK

L2 - Beams



2 boards nailed together is 2 ply

L2 - Lumber: 2 ply - 2 x 12 AC2

Label

A

Length

5' 1"

Count

2

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

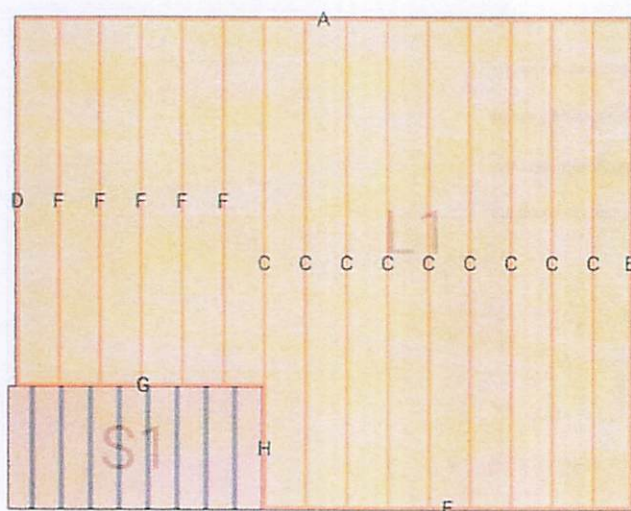
**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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L1 - Joists



Lumber: 2 x 12 AC2

Joist Spacing: 16" on center

Label	Length	Count	Usage
A	19' 9"	1	Ledger Joist
B	16' 0"	1	Rim Joist
C	15' 9"	9	Internal Joist
D	12' 0"	1	Rim Joist
E	11' 9"	1	Rim Joist
F	11' 9"	5	Internal Joist
G	8' 0"	1	Rim Joist
H	4' 0"	1	Rim Joist

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

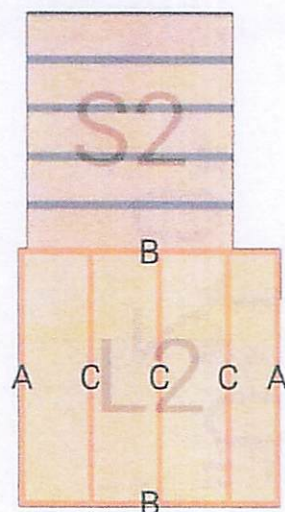
Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

MENARDS

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L2 - Joists



Lumber: 2 x 12 AC2

Joist Spacing: 16" on center

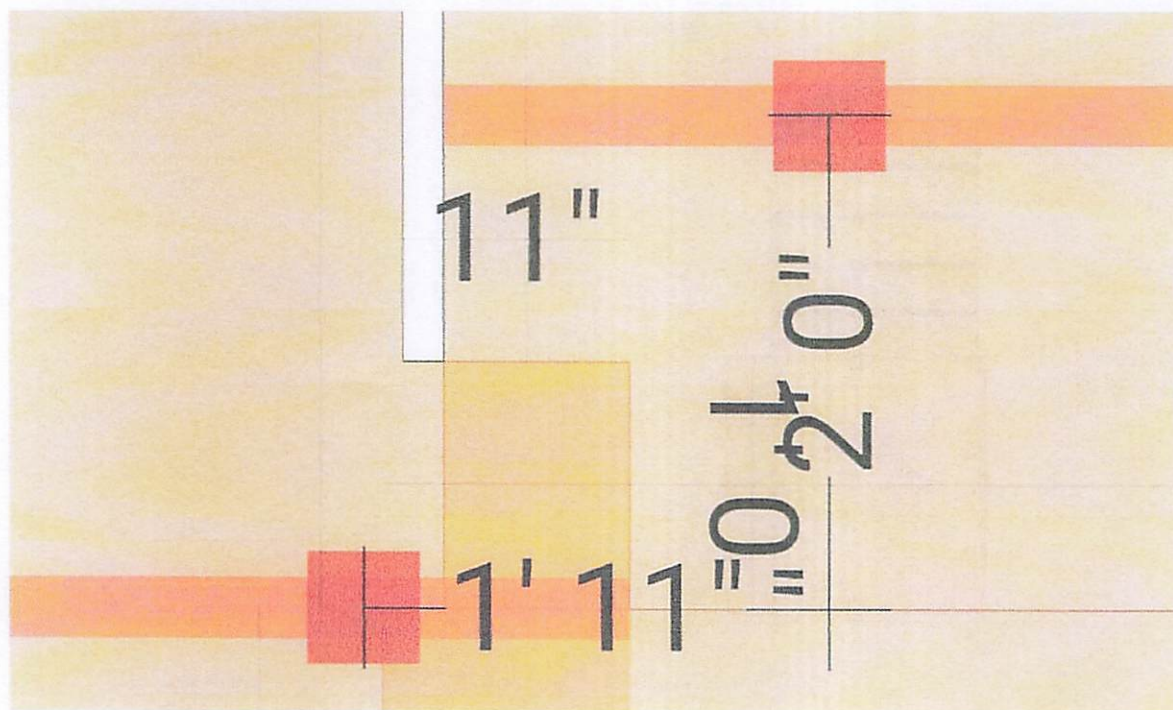
Label	Length	Count	Usage
A	5' 0"	2	Rim Joist
B	4' 10"	2	Rim Joist
C	4' 9"	3	Internal Joist

Date: 5/30/2024 - 7:40 AM
Design ID: 336153247054
Estimated Price: \$6,967.13

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S1 - Post To Post



Dimensions displayed are from center of post to center of post.

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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L1 - Railing Posts



Illustration does not represent all available railing post placement options.

Railing post dimensions are on center.

L1

Label	Count
E - End Post	3
L - Line Post	5
C - Corner Post	2
E - End Post	2

S1

Label	Count
E - End Post	2
L - Line Post	2

L2 - Railing Posts

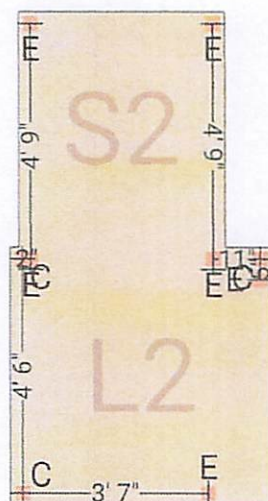


Illustration does not represent all available railing post placement options.
 Railing post dimensions are on center.

L2

Label	Count
C - Corner Post	3
E - End Post	2
E - End Post	2

S2

Label	Count
E - End Post	2

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

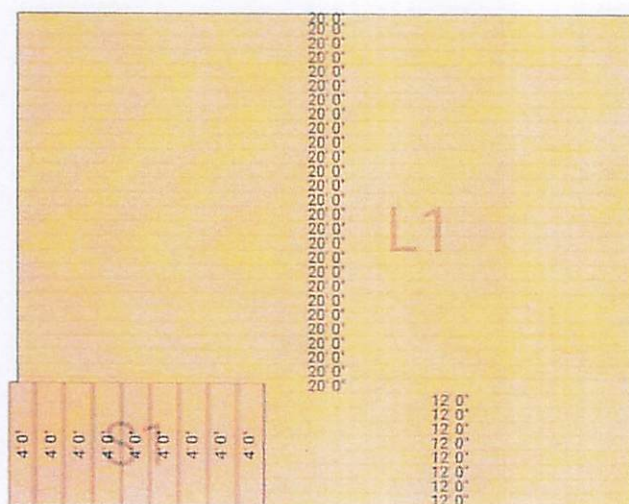
Estimated Price: \$6,967.13

*Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.

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Design & Buy™ DECK

L1 - Deck Boards and Treads



Lengths displayed are provided as general guide. The deck board lengths and/or quantities may need to be adjusted based on framing or the deck board splice pattern you prefer. Please confirm deck board lengths estimated and quantities prior to the start of your project.

Deck Board

Length	Count	Length	Count
20' 0"	27	12' 0"	8

Tread

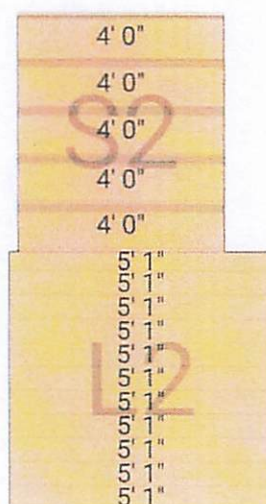
Length	Count
S1 4' 0"	9

Date: 5/30/2024 - 7:40 AM
Design ID: 336153247054
Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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DECK

L2 - Deck Boards and Treads



Lengths displayed are provided as general guide. The deck board lengths and/or quantities may need to be adjusted based on framing or the deck board splice pattern you prefer. Please confirm deck board lengths estimated and quantities prior to the start of your project.

Deck Board

Length	Count
5' 1"	11

Tread

Length	Count
S2 4' 0"	5

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

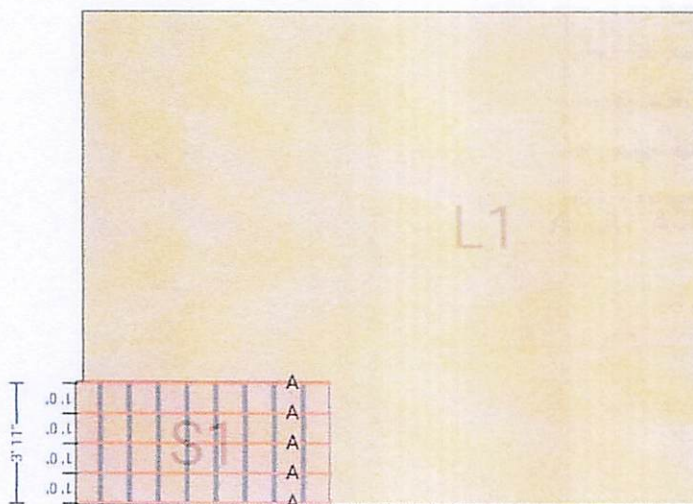
Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

MENARDS

Design & Buy™ DECK

L1 - Stair Framing



S1 - Stringer

Label

A

Length

9' 0"

Count

5

Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

Estimated Price: \$6,967.13

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

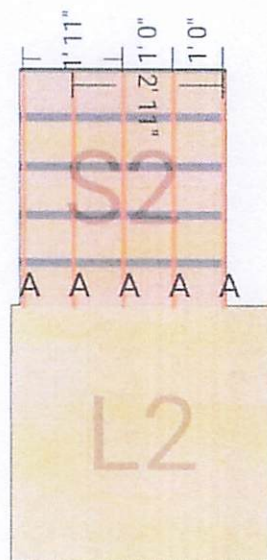
MENARDS

Design & Buy™

DECK

L2 - Stair Framing

[1' 0"]



S2 - Stringer

Label

A

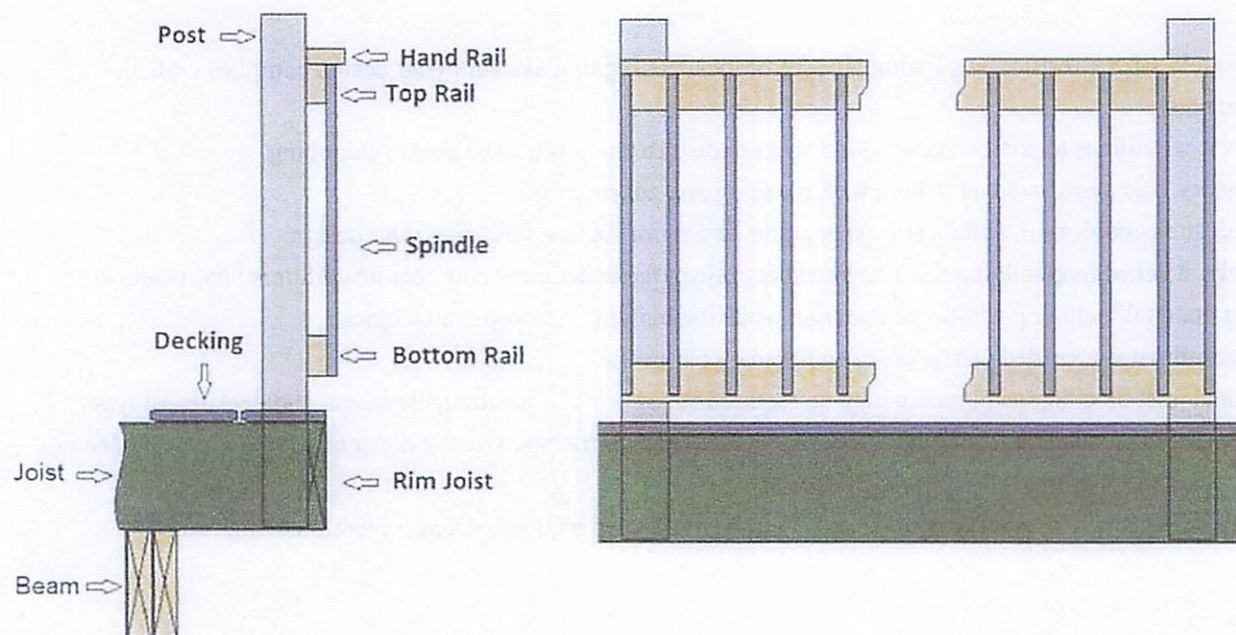
Length

4' 8"

Count

5

Traditional Railing



Date: 5/30/2024 - 7:40 AM

Design ID: 336153247054

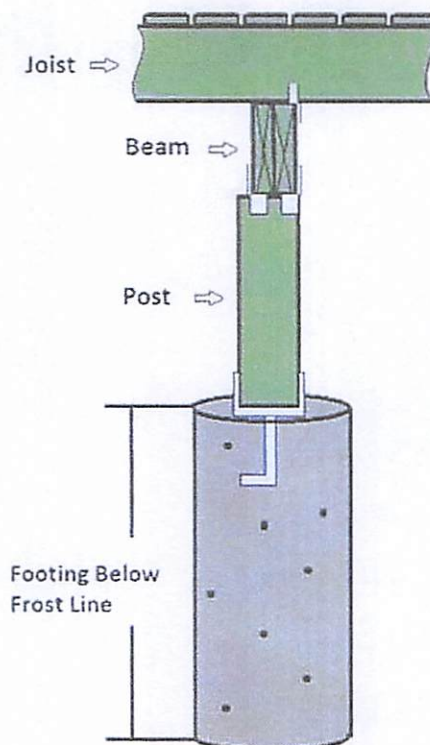
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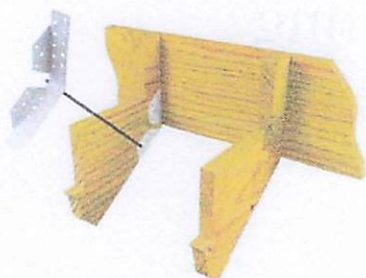
**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

MENARDS

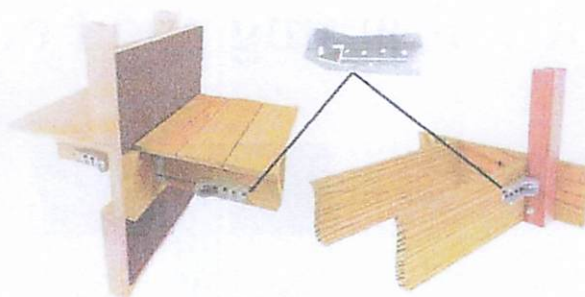
Design & Buy™
DECK

Typical Framing and Footing

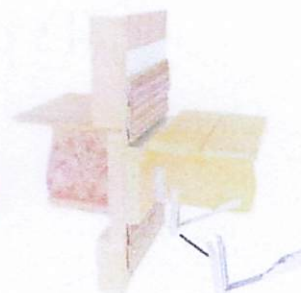




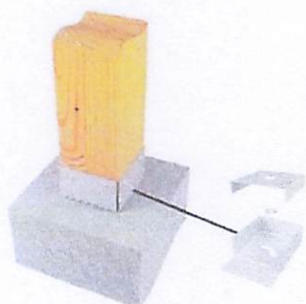
Typical CSH-TZ installation



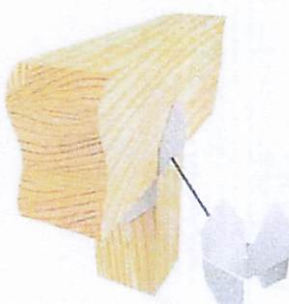
Typical DTB-TZ installations



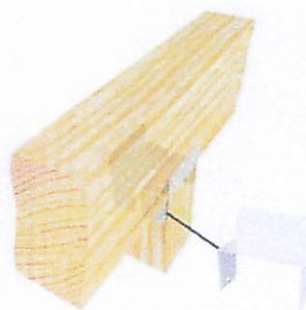
Typical ADTT-TZ installation



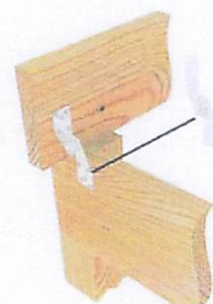
Typical PA-TZ installation



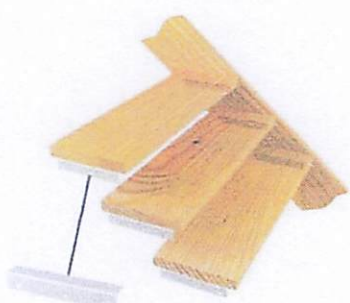
Typical C44-TZ installation



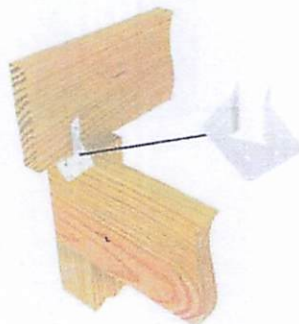
Typical PB44-6TZ installation



Typical RT7A installation



Typical SCA9-TZ installation



Typical RT15-TZ installation

The type and quantity of fasteners used to install MiTek products is critical to connector performance. MiTek has a full range of structurally-rated fasteners for wood frame structures. Hot-dip galvanized, stainless steel, and Gold Coat corrosion resistant finishes are available for exterior applications.



MiTek Deck Hardware is available in Triple Zinc (TZ) and Gold Coat (GC).



TZ galvanizing provides a prefabrication coating of 1.85 (G-185) ounces of zinc per square foot of surface area (both sides) measured in accordance with ASTM A 653. Use with Hot-dip galvanized fasteners.



Gold Coat is a proprietary multi-layer protection system. It is comprised of an organic top coat barrier layer and a zinc layer placed over a steel substrate. Use with Gold Coat or Hot-dip galvanized fasteners.



Disclaimer: Some of the products displayed are optional and not estimated