



AMENDED 2016 HISTORIC PRESERVATION ACTION PLAN

The 2016 Historic Preservation Action Plan was originally adopted by the Hutchinson City Council on 1/5/2016. This document incorporates the revised timeline as approved by the Hutchinson Landmarks Commission on 10/3/2016.

PURPOSE:

The purpose of this Action Plan is to actively promote and adequately protect historic resources located in the City of Hutchinson. Further, the Plan seeks to accurately assess the historic status of those properties listed on the local, state and national registers.

Strategy 1: Minimize the impacts of deteriorating housing stock on the ability to perform historic rehabilitation / preservation.

Discussion: Many homes in the Houston Whiteside Historic District have deteriorated to the point where repairs needed are costly. Residents seek the cheapest available option when performing rehabilitations.

Action	Tasks	Lead	Timeline	Resources	Revised Timeline
1. Apply for grant funding to assist with rehabilitation		HPC	Ongoing	\$\$\$\$ Local match is typically 25% of project costs	Ongoing
2. Actively promote NRP program to Houston Whiteside residents	a. Conduct direct mail campaign	PP	Mar 2016	\$	Depends upon State approval of NRP updates
	b. Link Facebook pages to resources	HWNA	Jan 2016	\$	
3. Offer educational opportunities for historic preservation	a. Conduct historic preservation workshops	PP	2016 & Bi-annually	\$\$\$	2018
	b. Conduct historic neighborhood tours	HWNA	May 2016 & Annually	\$	
4. Seek funding for architectural services for historic properties	a. Apply for Historic Preservation Fund grant to assist residents of Houston Whiteside with architectural services for historic rehab projects	PP	Nov / Dec 2015	\$\$\$ Local match of approximately 25% is required	In progress, consultant should be selected by Nov 7.

CC = City Council
HNI = Healthy Neighborhoods Initiative
PP = Preservation Planner
\$\$ = 500 - 1000

HC = Housing Commission
HWNA = Houston Whiteside Neighborhood Association
SHPO = State Historic Preservation Office
\$\$\$ = 1001 - \$10,000

HPC = Housing Program Coordinator
LM = Landmarks Commission
\$ = < \$500
\$\$\$\$ = > \$10,000

Strategy 2: Accurately reflect the status of historically-designated properties and extent of historic districts.

Discussion: One factor that contributes to the lack of support for historic preservation in the Houston Whiteside District is the shape and size of the district itself. Containing 184 properties, the district is one of the largest in the State of Kansas. Homes in the district, particularly on the fringes, do not have a uniform character and style. Some homes on the edges of the district were constructed in a different time period than those at the core. Finally, some homes have been modified and are no longer contributing to the historic nature of the district.

Action	Tasks	Lead	Timeline	Resources	Revised Timeline
1. Conduct a survey to assess all structures in the Houston Whiteside District	a. Take photos of all HW properties	LM	Dec 2015 – Apr 2016	\$	
	b. Conduct detailed assessment, including recommendations for contributing status	PP	Jan 2016 – May 2016	\$	November 2016
2. Petition the State to make reductions in Historic District size, if warranted		PP	July 2016	\$	After completion of S.2.1.b

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Strategy 3: Educate Realtors along with new and existing residents about historic district requirements and the ramifications of owning historic properties.

Discussion: The Houston Whiteside Historic District has experienced significant property resales, which has made continuity of education difficult. Property owners indicate they are unaware they live in a historic district. Many of the property owners that were active when the district was initially formed no longer live in the district and/or are no longer promoting preservation.

Action	Tasks	Lead	Timeline	Resources	Revised Timeline
1. Make presentations to the Board of Realtors advising them of Historic Preservation requirements	a. PP will contact the Board of Realtors to schedule presentations	PP	2016 and Bi-annually	\$	April 2017; Will contact Board of Realtors in January

Action	Tasks	Lead	Timeline	Resources	Revised Timeline
2. Inform Realtors of Historic Preservation requirements when they list historic properties for sale	a. Monitor new listings and notify the preservation planner when properties are listed for sale	HWNA	Ongoing	\$	
	b. Send preservation brochures to the Realtors	PP			After completion of S.2.3
3. Develop a customized Historic Preservation brochure for the Houston Whiteside District		PP	Aug 2016	\$	April 2017
4. Distribute Historic Preservation brochures to Houston Whiteside property owners door-to-door biannually (every two years)		HWNA, LM	Sep 2016 – Oct 2016	\$	May 2017
5. Provide Historic Preservation brochures to owners and tenants when utilities change hands	a. Acquire lists of new utility billing accounts for properties in the historic districts. Mail information to the owner and tenant	PP	Jan 2016 (Monthly / Ongoing)	\$	Depends on new utility billing software. PP will talk to Finance Dept.
6. Continue efforts to publicize the historic districts	a. Seek out opportunities for more sign toppers, plaques, etc.	PP	Ongoing	\$	March 2017. PP will meet with Public Works Dept.
	b. Organize events, such as walking tours, awards ceremonies and preservation month	LM, HWNA			
7. Consider reestablishing a Friends of Preservation group		LM	2016	\$	

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Strategy 4: Raise citizen awareness about historic properties and the ramifications of performing work without permits and historic review and enhance the ability of the City Council to review appeals.

Discussion: Based upon recent actions by the City, citizens in the Houston Whiteside District have the impression that it is acceptable to do work without obtaining building permits and without historic review. Presently, there is no penalty assessed to homeowners and landlords who do work without permits or review. Further, upon appeal to the City Council, inadequate information is provided for the Governing Body to make a determination.

Action	Tasks	Lead	Timeline	Resources	Revised Timeline
1. Consider establishing fines for failure to obtain building permits on historic properties	a. Research other cities to see if fines are levied for violations and present findings to the Landmarks Commission. b. Landmarks Commission makes recommendation to the City Council. c. City Council action.	PP	Feb 2016 – Apr 2016	\$	May/June 2017
2. Apply for grant funding to assist with historic preservation compliance cost estimates		PP	Annually	\$\$\$ Local match is typically 25% of project costs	In progress
3. Update and improve preservation resources on the City web site	a. Reference the State's list of preservation contractors b. Add preservation resources and links to useful information	PP	Quarterly	\$	Ongoing. Contractor list by end of 2016

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