

Kirksville Historic Preservation Commission Meeting Agenda

July 02, 2025, 4:00 pm Council Chambers, City Hall, 201 S. Franklin St.

Call Meeting to Order

Roll Call

Order of the Agenda:

Staff report of additions or changes Motion (and Second) to approve the order of the agenda Vote – Ayes / Nays / Abstain

Minutes:

Minutes of the regular meeting on March 26, 2025 Motion (and Second) to approve minutes Chair asks for corrections Vote – Ayes / Nays / Abstain

Old Business:

1. Local Landmark Applicant Update

- a. Staff Report
- b. Commission Updates / Input
- c. Citizen Questions / Input

2. Preservation Month 2025 Recap

- a. Staff Report
- b. Commission Updates / Input
- c. Citizen Questions / Input

New Business:

1. Election of Chair / Officers

- a. Nomination of Chair / Officers
- b. Vote Ayes or Nays

2. Roof & Window Matching Grant Program Application for the Rieger Armory

- a. Staff Report
- b. Commission Updates / Input
- c. Citizen Questions / Input

3. Proposed Revisions to the Kirksville Active Mobility Plan (KAMP)

- a. Staff Report
- b. Commission Updates/ Input
- c. Citizen Questions / Input

Citizen Participation

(Time Limit of Five Minutes) Citizen participation is for suggestions and comments on items affecting the Kirksville Historic Preservation Commission and the City, but are not on the agenda. Action by the Commission other than acknowledgment is not expected at the same meeting. Citizens may address the Commission on topics which are part of the regular agenda when these items are discussed by the Commission. Citizens must add their signature to the Citizen Participation Sign-In Sheet and announce their name before they begin speaking. The Commission does like to follow up with citizens and request citizens willing to leave a form of contact.

Adjournment

Next Meeting: October 1, 2025 at 4:00 pm

Notice of Nondiscrimination

All persons within the City of Kirksville are free and equal and shall be entitled to the following equal use and enjoyment within the city at any place of public accommodation without discrimination or segregation on account of age, ancestry, color, disability, gender, gender identity, marital status, national origin, race, religion, sexual orientation or on any other basis that would be in violation of any applicable federal, state, or local law.

Notice of Disability Accommodations

Any person with a disability desiring reasonable accommodation to attend this meeting may contact the City Clerk at 660.627.1225 to make such arrangement.

KIRKSVILLE HISTORIC PRESERVATION COMMISSION MINUTES of March 26, 2025

PRESENT: Lori Shook, Chair Danny Ellsworth, Vice Chair **Amanda Brand Bill Castles**

Jennifer Walston, City Council Representative

Betty McLane-Iles, Planning & Zoning Representative

Ashley Young, Community & Economic Development Director

Austin Miller, Communications Director

Sara Knipe, City Planner

ABSENT:

Robert Clement

CALL TO ORDER

Chair Lori Shook called the meeting of the Kirksville Historic Preservation Commission in the Council Chambers at City Hall, 201 S. Franklin, to order at 4:00 p.m.

APPROVAL OF AGENDA

Chair Shook asked for a motion to approve the order of the agenda. With no changes or additions, Bill Castles made a motion to approve the order of agenda; Danny Ellsworth seconded. The order of the agenda was approved with the following vote: Shook - aye, Ellsworth - aye, Walston - aye, Brand – aye, Castles – aye, McLane-lles - aye; no nays. Absent: Clement.

APPROVAL OF MINUTES

Chair Shook asked for any changes to the minutes from the meeting on January 8, 2025. With no changes or additions, Betty McLane-Iles made a motion to approve the minutes of the January 8th meeting; Amanda Brand seconded. The minutes were approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-lles - aye; no nays. Absent: Clement.

NEW BUSINESS

Public Hearing No. 1: Landmark Nomination for 606 E. Washington St.

City Planner Sara Knipe explained that the home at 606 E. Washington holds profound historic significance as the first house built specifically for a priest in Kirksville in 1922. This home meets the historic landmark criteria of 3, 5, 6, 8, 10, and 12. This home is known as an American Four Square style. Key elements include a center dormer, large front porch with wide stairs, large square windows, and a hipped roof. The efficient layout usually includes a living room, dining room, kitchen, and foyer on the first with bedrooms and bathroom on the second level. Knipe indicated that City Staff would definitely recommend this home to be a Historic Landmark. The current owner is looking to find a contractor to do renovations, and the house is vacant at this time. Jennifer Walston asked what benefits they would have becoming a local historic landmark. Ms. Knipe indicated that they would be able to apply for specific grants and programs to help with the renovations to restore the historic integrity.

Chair Shook asked for a motion to approve the property at 606 E. Washington be a Historic Landmark based on Section 2-259 (c) of Municipal Code. Betty McLane-Iles made a motion. Bill Castles seconded. The motion was approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-Iles - aye; no nays. Absent: Clement.

Public Hearing No. 2: Landmark Nomination for 707 N. Centennial St.

City Planner Sara Knipe explained that the building at 707 N. Centennial (Willard School) is an excellent example of an early to mid-twentieth century academic building. This home meets the historic landmark criteria of 2, 3, 5, 6, 7, 8, 9, 10, and 12. The school was named after the nationally known educator Frances Elizabeth Caroline Willard and built in 1934. She spent her life working on her vision of getting federal aid for education, free school lunches, women's rights, unions for workers, an 8-hour work day, work relief for the poor, public sanitation, boards of health, strong anti-rape laws, and protection against child abuse. The features include keystones, quoins, multi-paned windows, and defined arches and windows. Amanda Brand asked about any restrictions to the use once it is a Historic Landmark. She also asked about protection against demolition once it is a Historic Landmark. Ms. Knipe explained that the request for demolition would have to be presented to this commission for approval. Ashley Young also mentioned that any remodeling once it is a Historic Landmark would require a Certificate of Appropriateness which is granted from this commission as well.

Chair Shook asked for a motion to approve the property at 707 N. Centennial be designated a Historic Landmark based on Section 2-259 (c) of Municipal Code. Betty McLane-Iles made a motion. Jennifer Walston seconded. The motion was approved with the following vote: Shook -

aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-lles - aye; no nays. Absent: Clement.

Public Hearing No. 3: Landmark Nomination for 408 E. Illinois St.

City Planner Sara Knipe explained that the home at 408 E. Illinois is a Sears Kit home. Sears home kits were sold from 1908 to 1942 as catalog kits. The bungalow exterior design provided a transitional space between the public exterior and private interior of the home. The inset porch contributes to the homes overall aesthetic, and applied element. Knipe indicated that City Staff would recommend this home to be a Historic Landmark.

Chair Shook asked for a motion to approve the property at 408 E. Illinois be designated a Historic Landmark based on Section 2-259 (c) of Municipal Code. Jennifer Walston made a motion. Danny Ellsworth seconded. The motion was approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-Iles - aye; no nays. Absent: Clement.

Public Hearing No. 4: Landmark Nomination for 101 W. Washington St.

City Planner Sara Knipe explained that the building located at 101 W. Washington was designed by Irwin Dunbar for the Citizens National Bank in 1926 with a Neoclassical architectural style. The exterior of the building showcases several key features of this style with a white marble construction. With a bold two-story design, the building's height corresponds with neighboring structures, maintaining a cohesive streetscape while still standing out as an important civic building. Bill Castles mentioned the information in the Staff Report regarding how it reflects the early twentieth-century trend of banks using Neoclassical design to convey stability, permanence, and trustworthiness to their customers.

Chair Shook asked for a motion to approve the property at 101 W. Washington be designated a Historic Landmark based on Section 2-259 (c) of Municipal Code. Danny Ellsworth made a motion. Amanda Brand seconded. The motion was approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-Iles - aye; no nays. Absent: Clement.

Public Hearing No. 5: Landmark Nomination for 401 E. Missouri St.

City Planner Sara Knipe explained that the home located at 401 E. Missouri is a Winona Sears Kit home, and is a popular Craftsman bungalow style of the early twentieth-century. Key features that make it stand out include full-width front porch with chunky columns, distinctive low-pitched roof with wide eaves, distinctive five-piece eave brackets, horizontally-arranged attic windows in the front gable, and flexible floor plan offering 2 – 3 bedrooms. City Staff recommends this to be designated a Historic Landmark.

Chair Shook asked for a motion to approve the property at 101 W. Washington be designated a Historic Landmark based on Section 2-259 (c) of Municipal Code. Amanda Brand made a motion. Jennifer Walston seconded. The motion was approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-lles - aye; no nays. Absent: Clement.

Public Hearing No. 6: Landmark Nomination for 711 E. Harrison St.

City Planner Sara Knipe explained that the home located at 711 E. Harrison is a bungalow style built by the Clark Family in 1930. The style democratized quality housing for the middle class, offering affordable yet well-crafted homes. It emphasizes natural materials, exposed woodwork, and a connection to nature through features like large porches and ample windows. City Staff recommends this to be designated a Historic Landmark. Betty McLane-lles asked if it was vinyl siding. Ashley Young and Sara Knipe believes it is a wood siding.

Chair Shook asked for a motion to approve the property at 711 E. Harrison be designated a Historic Landmark based on Section 2-259 (c) of Municipal Code. Amanda Brand made a motion. Betty McLane-Iles seconded. The motion was approved with the following vote: Shook - aye, Ellsworth – aye, Walston – aye, Brand – aye, Castles – aye, McLane-Iles - aye; no nays. Absent: Clement.

Proposition Purpose Built Presentation. Ashley Young addressed the Commission. General discussion ensued.

STAFF COMMENTS

Invitation to the State of the City

a. February 24, 2025 at 5:30 pm – Large Conference Room, Economic Development Alliance (EDA) Building, 315 S. Franklin St.

Invitation to the Third Annual Boards and Commissions Recognition Banquet

a. March 24, 2025 at 6:00 pm – Georgian Room, Student Union Building, Truman State University, 901 S. Franklin St.

Amanda Brand asked about activities to be done for May since it is National Preservation Month. Ashley Young indicated that nothing has been determined at this time. Commission discussed having another meeting in April, possibly the 9th or the 16th.

CITIZEN PARTICIPATION

None.

ADJOURNMENT

Jennifer Walston made a motion to adjourn; Danny Ellsworth seconded. Chair Lori Shook adjourned the meeting at 5:09 pm.

Sonya Ray - Recording Secretary

Local Landmark Applicant Update: Staff Report

Following the City Council meeting in June 2, 2025, the Council approved the Local Landmark applications for the following properties: 101 W. Washington St., 711 E. Harrison St., 707 N. Centennial St., 401 E. Missouri St., 606 E. Washington St., and 500 S. Elson St. These properties are now officially recognized as Local Landmarks.

Staff look forward to more applicants in the future. They are dedicated to preserving Kirksville's historic sites.

Preservation Month 2025 Recap: Staff Report

Staff organized a walking tour to showcase the six new historic Local Landmarks at 101 W. Washington St., 606 E. Washington St., 711 E. Harrison St., 401 E. Missouri St., 707 N. Centennial St., and 500 S. Elson St. The tour was led by Zac Burden. This historic walking tour celebrated Historic Preservation Month in May and was a great success, drawing a large turnout and an enthusiastic crowd.

As a result, staff have received inquiries from property owners interested in submitting future applications to add their properties as Local Landmarks.

City staff will continue to promote historic preservation and foster community engagement in the future. Additional updates will be provided as more details are confirmed.

Staff look forward to another successful Preservation Month and appreciate the Commission's ongoing support in celebrating and preserving Kirksville's historic resources.

Election of Chair / Officers: Staff Report

As part of this meeting, we must address the recent resignation of Lori Shook from the Kirksville Historic Preservation Commission. Lori's leadership and commitment as Chair have been invaluable to our efforts in preserving the City's historic character. Her dedication, insight, and passion for historic preservation have left a lasting impact on both the Commission and the Kirksville community. We extend our sincere appreciation and gratitude to Lori for her years of service. With her departure, the office of Chair is now vacant, and it is necessary for the Commission to proceed with the election of a new Chair and any other officers as required.

Roof & Window Matching Grant Program Application for the Rieger Armory: Staff Report

The applicant, Aaron Pearce, has submitted a request under the Roof & Window Matching Grant Program for the Rieger Armory, seeking funding to replace existing deteriorated windows. The replacement windows will match the existing fenestration in appearance and materials to the greatest extent feasible, thereby preserving the building's historic character. No changes to window openings or structural modifications are planned, ensuring compliance with KHPC guidelines for historic properties.

The owner's window project is bid at a total price of \$30,300 and they are requesting a match amounting to \$7,500. Staff has reviewed the associated documents provided by Aaron Pearce and confirms that the proposed window replacements are compatible with the historic fabric of the building and will not diminish its significance or eligibility for historic designation.

The application meets the requirements of the Roof & Window Matching Grant Program and staff recommends for approval.

Office Use Only:
Application Number:
Application Date:

CITY OF KIRKSVILLE

KHPC ROOF AND WINDOW MATCHING GRANT PROGRAM

APPLICATION FORM

NAME: The Rieger Investment Group, LLC	DATE: 06/03/2025
ADDRESS OF APPLICANT: 500 S. Elson St., Kir	ksville, MO
CITY, STATE, ZIP: Kirksville, MO 63501	
HOME PHONE: (660) 626-5286	WORK PHONE: (660) 626-5286
ADDRESS OF PROPERTY:	
500 S. Elson St., Kirksville, MO	
TOTAL PROJECT COST: \$30,300	AMOUNT REQUESTING: \$7,500
TYPE OF PROPERTY:	
COMMERCIAL YES RESIDENTIAL	Address Montality com-
DO YOU OWN THIS PROPERTY OR HAVE A WR	ITTEN AGREEMENT TO PURCHASE?
YES OWN NO	
IS THIS PROPERTY DESIGNATED AS A LOCAL I	HISTORIC LANDMARK WITHIN THE CITY LIMITS OF
YES X NO	

OTHER REQUIRED DOCUMENTATION

- a. Property deed with the legal description of property.
- b. Proof that all property taxes are paid and current.
- c. Proof of property and liability insurance.
- d. W-9 from contractor who wins bid

I/We certify that all information set forth in this application is a true representation of the facts pertaining to the subject property for the purpose of obtaining funding under the City of Kirksville, Kirksville Historic Preservation Commission Roof and Window Matching Grant Program. I understand and acknowledge that any willful misrepresentation of the information contained in this application could result in disqualification from the Program, requiring any funds already disbursed to be repaid in full to the City of Kirksville.

The Applicant further certifies that he/she has read and understands the Kirksville Historic Preservation Commission Roof and Window Matching Grant Program Guidelines. If a determination is made by the City staff that Program funds have not been used for eligible Program activities, the Applicant agrees that the proceeds shall be returned to the City of Kirksville in full, and acknowledges that, with respect to such proceeds so returned, he/she shall have no further interest, right, or claim. It is understood that all City of Kirksville funding commitments are contingent upon the availability of Program funds.

Signature of Owner:	Date: 06/03/2025
Print Name: Aaron A. Pearce - Managing Member	
Signature of Owner:	Date:
Print Name:	
CITY USE ONLY	
Application Received by:	Date:
Verification date:	





202500000924

TRACY HUNTER

ADAIR COUNTY RECORDER OF DEEDS

KIRKSVILLE, MO

RECORDED ON

05/02/2025 02:49 PM

WARRANTY DEED

27.00

PAGES: 2

General Warranty Deed - Limited Liability Company

THIS DEED, Made and entered into this 15th day of April , 2025 by and between Pearce Properties, LLC

of the County of Adair State of Missouri, GRANTOR, and The Rieger Investment Group, LLC

of the County of Adair State of Missouri, GRANTEE.

Address: 500 S. Elson St., Kirksville, MO 63501

WITNESSETH, that the said GRANTOR, for and in consideration of the sum of One Dollar (\$1.00) and other valuable considerations paid by the GRANTEE, the receipt of which is hereby acknowledged, does by these presents, GRANT, BARGAIN, SELL, CONVEY AND CONFIRM unto the said GRANTEE, the following described Real Estate, situated in the County of Adair and State of Missouri to-wit:

All of Block 39 of the Original Town (Now City) of Kirksville, Missouri.

TO HAVE AND TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the said GRANTEE, and to the heirs and assigns of such party or parties forever.

The said GRANTOR hereby covenanting that said party or parties and their heirs, executors and administrators of such party or parties, shall and will WARRANT AND DEFEND the title to the premises unto the said GRANTEE, and to the heirs and assigns of such party or parties forever, against the lawful claims of all persons whomsoever, excepting, however, the general taxes for the calendar year 2024 and thereafter, and special taxes becoming a lien after the date of this deed.

IN WITNESS WHEREOF, the said GRANTOR have hereunto set their hand or hands the day and year first above written.

By: Jaylena L. Pearce, member

By. Aaron A. Pearce, member

STATE OF MISSOURI) COUNTY OF ADAIR)SS

On this 15th day of April, 2025, before me appeared Jaylena L. Pearce and Aaron A. Pearce, to me personally known, who, being by me duly sworn, did say that he/she are the (Managing Members) of Pearce Properties, LLC, a Limited Liability Company of the State of Missouri, and that said instrument was signed in behalf of said Limited Liability Company, by authority of its Members; and said Jaylena L. Pearce and Aaron A. Pearce, acknowledged said instrument to be the free act and deed of said Limited Liability Company.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first above written.

My term expires: 07-28-2027

Lois E. Hecton

Notary Public

LOIS E, HELTON
Notary Public, Notary Seal
State of Missouri
Adair County
Commission # 15420644
My Commission Expires July 28, 2027



Evidence of Insurance Commercial Fire Insurance

Named Insured:

THE REIGER INVESTMENT GROUP LL

C 500 S ELSON ST KIRKSVILLE, MO 63501-3451 Agent

JASON MUNN (660) 956-0633 24-AM80-40

Policy Number: 24-76-C-11451146-3

Effective Date: 04/09/2025, 12:01 AM Central Time Expiration Date: 04/09/2026, 12:01 AM Central Time

Policy Deductible

5000

Location 500 S EL		sville, MO, 63501 3451		Protect 3	tion
Item No.	Occupancy Code	Item Description	Limits	Covered Cause of Loss	Premium
1	0756	NON-COMBUSTIBLE COMMERCIAL FIRE BUILDING 100 (COINSURANCE 0%) - CLUBS - SPORTS CLUBS, WITHOUT COOKING; COUNTRY CLUBS WITHOUT COOKING	682,000	Basic	5,517.00
2		COMMERCIAL FIRE BUSINESS PERSONAL PROPERTY (IN BUILDING 100) W/REPLACEMENT COST (COINSURANCE 80%)	150,000	Broad	993.00

Total for Term (This is Not a Bill):

6,510.00

Other Endorsements Attached To This Policy	Endorsement Number
Cause of Loss - Basic Form	CP 10 10 10 12
Cause of Loss - Broad Form	CP 10 20 10 12
Inflation Protection Endorsement	В-697-В
Building and Personal Property Coverage Form	CP 00 10 10 12

SCHEDULE B, PART II Exceptions

Commitment No.: 25-0101-PEARCE

File No. 25-0101-PEARCE

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

- Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attached, or disclosed between the Commitment Date and the date on which all of the Schedule B. Part I – Requirements are met.
- 2. Rights or claims of parties in possession not shown by the Public Records.
- Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land.
- 4. Easements, or claims of easements, not shown by the Public Records.
- 5. Any lien, or right to a lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the Public Records.
- 6. Taxes or special assessments which are not shown as existing liens by the Public Records.
- 7. Real estate taxes or special assessments for the year(s) 2025 that are not yet due or payable.
- Taxes and assessments for the year 2025 and all subsequent years.
 Parcel #13020090025801000000 Tax amount for 2024: \$0.00 EXEMPT
- 9. Plat of Original Town of Kirksville, Missouri recorded in Plat Book 1 Page 27.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Agents National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

ANTIC CF001 MO (12-2021) ALTA Commitment for Title Insurance - Schedule Bli Adopted 07-30-2021



Issued by: Agents National Title insurance Company

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(25-0101-PEARCE.PFD/25-0101-PEARCE/7)



BID PROPOSAL

DATE: 5/9/25

JOB NAME: Armory Field House

ATTENTION: Aaron Pearce

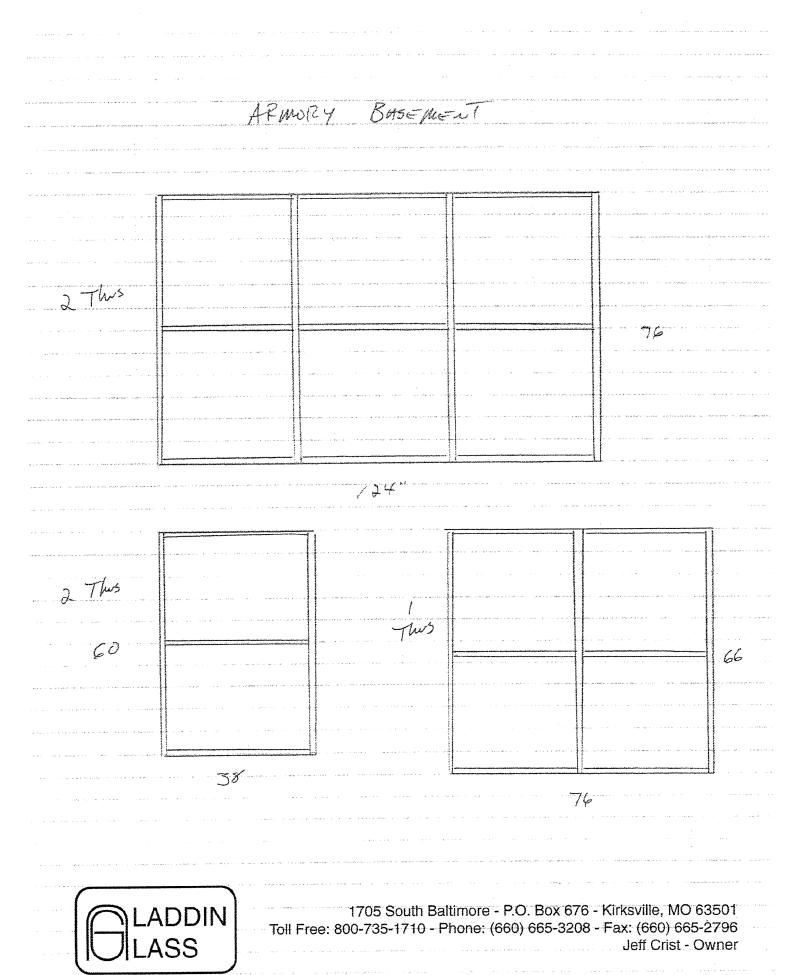
Quote is subject to change after 30 days.

JOB DESCRIPTION:

Remove existing, steel framed windows and replace with new, Manko brand, thermally broken, stationary, storefront windows with low e, tempered, insulated glass. Brake metal will be used as trim, as needed, at perimeter.

See accompanying elevations for quantities and configuration.

Basement \$16,100.00 Ground Floor \$26,750.00 2nd Floor \$14,200.00



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Proposed Revisions to the Kirksville Active Mobility Plan (KAMP): Staff Report

The Kirksville Active Mobility Plan (KAMP) is a document that the Kirksville Historic Preservation Commission (KHPC) is not accustomed to reviewing. However, at times, transportation planning can conflict with historic preservation efforts. Therefore, City staff are seeking your input.

First, the KAMP is a plan that identifies specific "focus corridors," within which City staff focus on accommodating not only vehicles, but cyclists and pedestrians as well, as the built environment and the municipal budget allow. The implementation of the KAMP is a priority of the City, and is identified in the City's *THINK Kirksville 2040 Comprehensive Plan* in Chapter 4: THINK Mobility and Transportation, Objective 4.2.E.: "Integrate the Forest Lake Area Trail System (FLATS) plan and Kirksville Active Mobility Plan (KAMP) recommendations into future sidewalk and trail development to ensure city-wide connectivity."

The current KAMP is attached to this report for your review. Currently, proposed revisions to the KAMP included the following: 1). the addition of Green Street as a Focus Corridor; 2). the removal of the proposed trail in the Norfolk & Southern Railroad right-of-way; and 3). the addition of First Street as a Focus Corridor <which is currently an alternate to the aforementioned Norfolk & Southern Railroad right-of-way trail>.

In addition to these proposed revisions to the KAMP, this report also affords the KHPC an opportunity to familiarize itself with the Missouri Department of Transportation's (MoDOT's) process for balancing historic preservation with transportation planning. Please see a document from the MoDOT website attached to this report.