

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

REGULAR SESSION
Wednesday, August 5, 2026
6:00 p.m.

AGENDA

CALL TO ORDER:

- 1. Roll Call/Establish Quorum**
- 2. Approval of Minutes: July 1, 2026**

OLD BUSINESS:

None

NEW BUSINESS:

1. TRAINING VIDEO:

To remain in good standing as a Certified Local Government, each commission member shall attend at least one information or training meeting each year as approved by the State Historic Preservation Office (SHPO). Staff will present a relevant training webinar that has been shared with us by the SHPO. For each commissioner in attendance, this will count as a required annual training. The webinar is approximately 30 minutes long.

OTHER BUSINESS/CORRESPONDENCE:

- 1. MINOR STATE LAW REVIEW AND/OR MINOR CERTIFICATE OF APPROPRIATENESS (3) –
No action required.**
 - 501 N. Broadway St. - Replacement of HVAC system
 - 1017 3rd Ave. - Replacement of windows
 - 223-213 S. 5th St. - Karma Cakes Mural on existing painted wall

ADJOURN



LEAVENWORTH PRESERVATION COMMISSION MINUTES
COMMISSION CHAMBERS, CITY HALL
100 N 5th Street, Leavenworth, Kansas 66048
WEDNESDAY, July 1, 2026, 6:00 PM

CALL TO ORDER:

Board Members Present

Rik Jackson
Ken Bateman
Ed Otto
Dick Gibson

Board Member(s) Absent

Sherry Hanson

City Staff Present

Michelle Baragary
Bethany Lasher

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

APPROVAL OF MINUTES: August 6, 2025

Chairman Jackson asked for comments, changes or a motion on the August 6, 2025 minutes presented for approval. Commissioner Bateman moved to approve the minutes, seconded by Commissioner Otto, and approved by a vote of 4-0.

OLD BUSINESS:

None

NEW BUSINESS:

1. 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.

2. TRAINING VIDEO: APPLYING THE STANDARDS: MAIN STREET BUILDINGS

To remain in good standing as a Certified Local Government, each commission member shall attend at least one information or training meeting each year as approved by the State Historic Preservation Office

(SHPO). Staff will present a relevant training webinar that has been shared with us by the SHPO. For each commissioner in attendance, this will count as a required annual training.

The webinar was viewed and was approximately 35 minutes long. City Planner Michelle Baragary will notify SHPO at the end of the year and provide documentation confirming completion of this training, as well as documentation of future required trainings.

OTHER BUSINESS/CORRESPONDENCE:

1. MINOR STATE LAW REVIEW AND/OR MINOR CERTIFICATE OF APPROPRIATENESS (19) –

No action required.

- 508 Delaware St - Replace air conditioning unit interior
- 630 Cherokee St - replace electrical system on front of building
- 424 Cherokee St - Replace wall sign with projecting sign
- 511 Delaware St - Replace air conditioning system
- 601 S 5th St - Repair existing windows on north wall
- 601 S 5th St - Repair masonry
- 1021 S 5th St - replace 2 original dining room windows, like for like
- 417 N Esplanade St - Repair concrete sidewalk with concrete
- 504 Delaware - awning with 13'9" x 8" company name
- 219 N Esplanade - HVAC repair
- 1100 N 2nd Street - Interior modifications not affecting character-defining elements- Changing office to apartment
- 928 S Esplanade - Spot sewer repair
- 1017 3rd Ave - replace HVAC
- 928 S Esplanade - Black metal fence
- 420 S Esplanade - Stove lofts flat roof repair
- 1499 Limit Street - Fence replacement Greenwood Cemetery
- 408 Delaware St - 4' x 24' wall sign for Mimi Beauty Spa
- 214 Arch Street - Sidewalk replacement
- 117 Cherokee St - Replacement of roof

Planning Assistant Bethany Lasher shared a brief introduction.

ADJOURN

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

The meeting was adjourned at 6:43 p.m

Minutes taken by Planning Assistant Bethany Lasher.



Application No. 19248

related Munis: 19154

MINOR CERTIFICATE OF APPROPRIATENESS
Historic Resource Preservation Ordinance
Leavenworth, Kansas

Date of application June 29, 2026. All information is subject to verification. Willful falsification may lead to issuance of a "stop work" order on your project.

1. Address of Property: 501 N Broadway

- ☒ National Register
☐ Kansas Register
☐ Landmarks Register
☒ Historic District

Name of District: North Broadway Historic District

2. Project Type:

- ☐ Replacement of roofing materials with like-kind materials
☐ Repair of architectural elements such as porches, fascia, windows, doors, with like-kind replacement materials
☒ Installation of mechanical, plumbing, or electrical systems that require minimal changes
☐ Installations of awnings and signs on commercial properties, excludes temporary signs
☐ Interior modifications that do not affect character-defining elements of the structure
☐ Installation of fire safety equipment, or minor alterations to meet the Americans with Disabilities Act
☐ Public improvements including improvements to streets, curbs, sidewalks, parking areas, parks, and other amenities
☐ Subdivision of property, or vacation of streets or alleys
☐ Minor exterior building maintenance
☐ Sidewalk dining
☐ Other projects: _____

3. Attach a Letter of Intent that describes improvements, and give reason why such improvement does not detract from the historic character of a registered property or historic district.

4. Printed name of owner: James D. Dillon
Telephone Number: 606 316 2517
Email: jdillon89@hotmail.com

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

[Signature] Signature of property owner(s) 29 Jun 26 Date

State of Kansas)

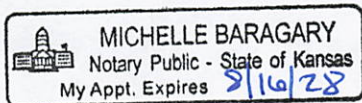
County of Leavenworth)

Signed and attested before me on June 29, 2026 by James Dillon.

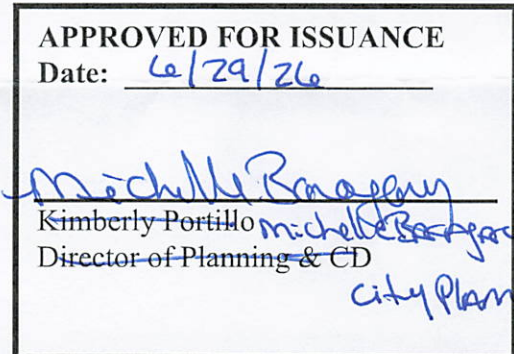
Notary Public Michelle Baragary

My Appointment Expires 8/16/28

(Seal)



cc: KS Historic Preservation Office
6425 SW 6th St
Topeka, KS 66615-1099





Application No. 19300
Filing Date 7-9-2026

HISTORICAL IMPACT DETERMINATION

Property Site Address: 223-213 S 5th St.
Print Name of Property Owner: Renee Chaput-Lemars / Emission Properties
Address of Property Owner: 1416B McIntyre Rd L11, KS
Phone: 913-223-0178 Email: renee@karmalvks.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: Art Alley mural

(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: Downtown L11 District

For Office Use:

Required Review

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

Project No. X LPC

Fee (non-refundable) \$200.00

Fee Paid/Received By: X

Date of LPC Hearing: _____

Date of Notice of Public Hearing published: _____

Date Notice sent to property owners within historic district, as appropriate: _____

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: K. Smith Portelle

Date: 7-9-26

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

Dated this 8th day of July, 20 26

Renee Chaput-Lemas

Property Owner (Print Name)

1
Property Owner (Signature)

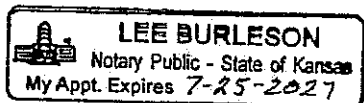
State of Kansas

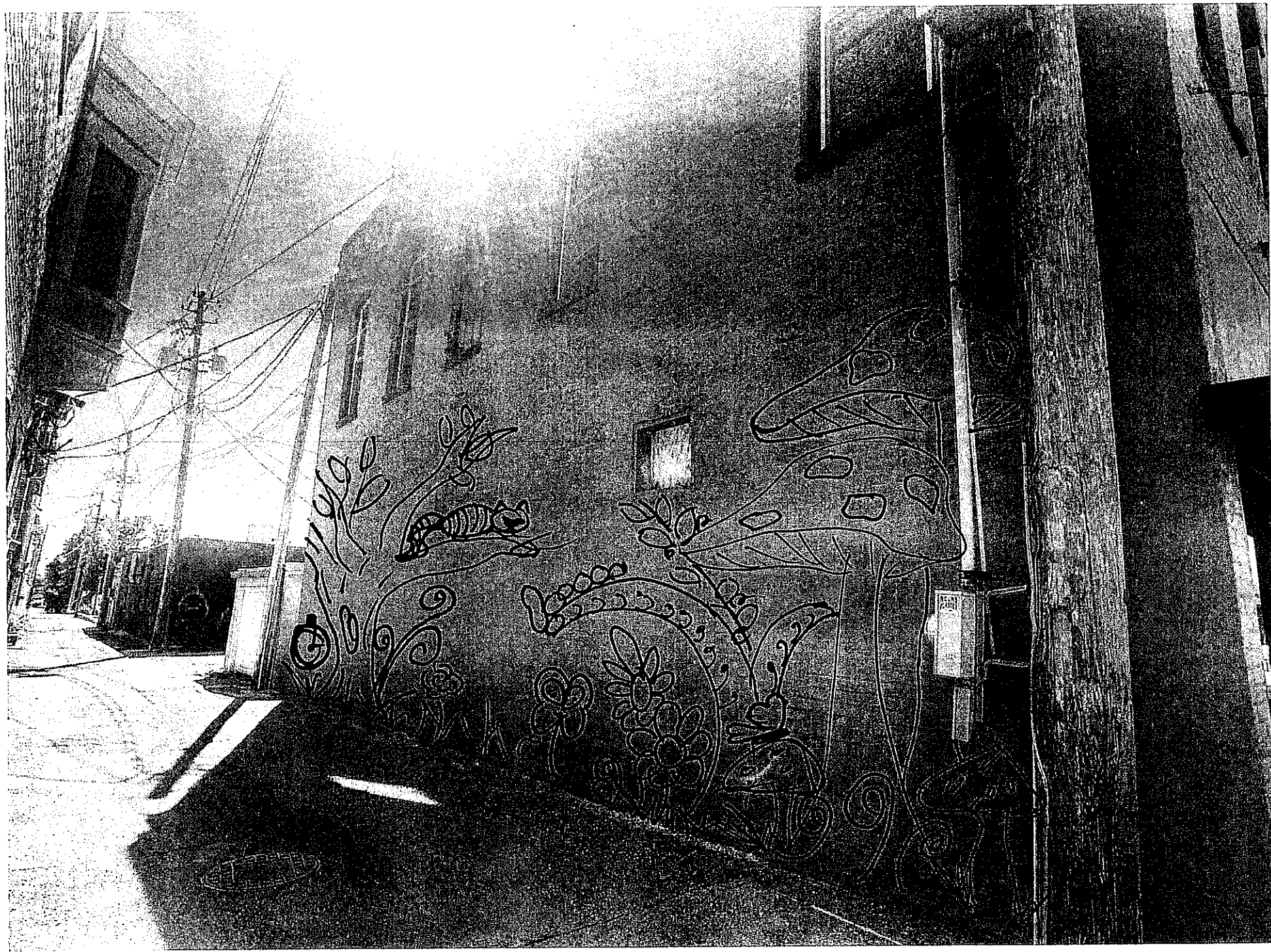
County of Leavenworth

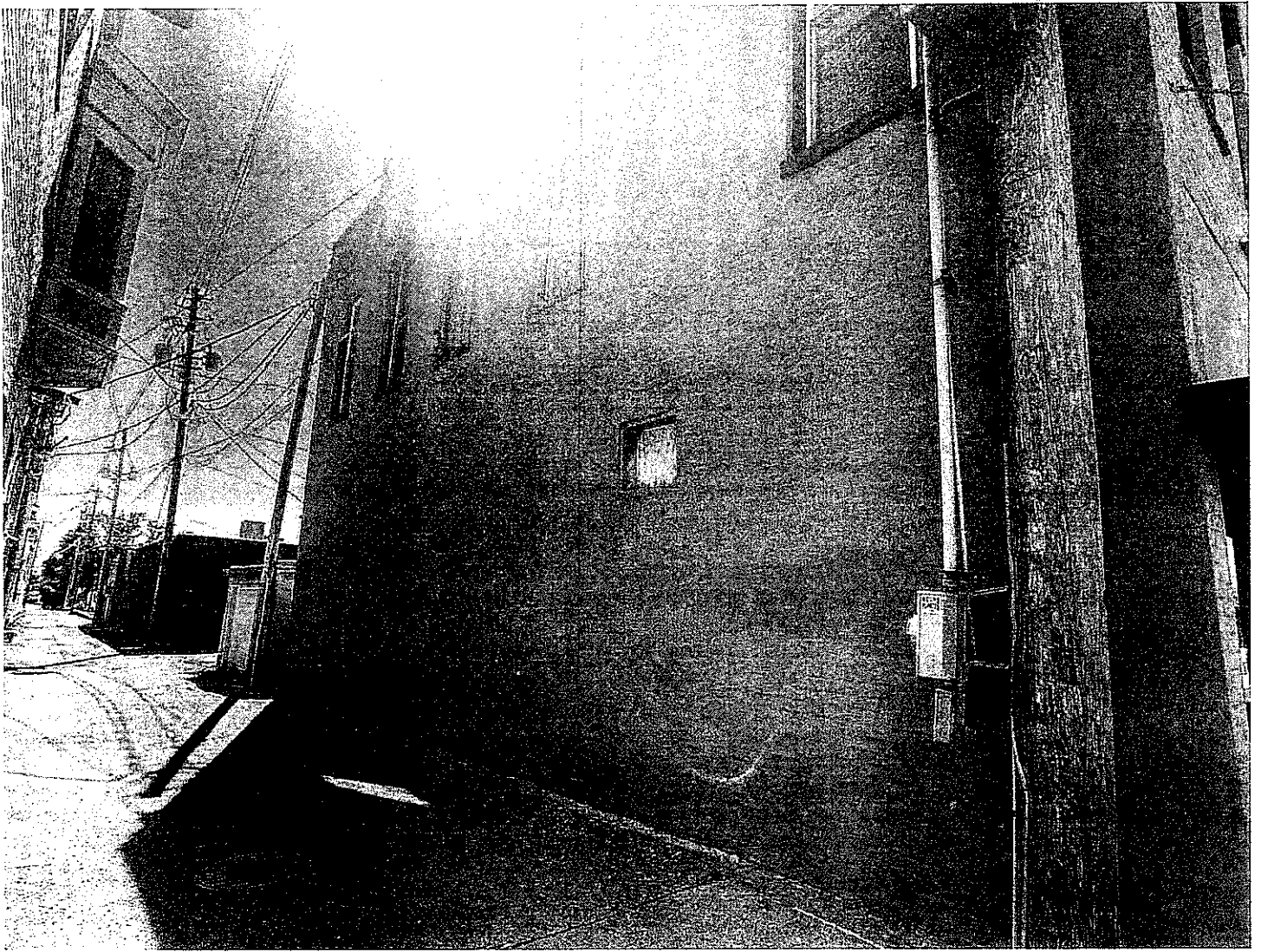
Signed or attested before me on July 8th, 20 26 by Lee Burleson

Notary Public Lee Burleson My appointment expires 7/25/2027

SEAL







measurement $\rightarrow$ length of wall 45' x 13' high
Paint type - Exterior latex paint (over existing exterior latex)

223 South 5th Street

Envision Properties LLC

14168 MC INTYRE RD LEAVENWORTH, KS 66048

LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 48, Lot 15 - 16 Plat Book/Page 1A /1 Lot Width: 048.0 Lot Depth: 125.0

Deed Book/Page 0714/0749 0644/0172 0635/0560 0575/0718

2 story. Early brick. Multiple layers of paint. Good condition.

Make minor surface repairs and spot or full prime coat with exterior grade latex primer.

New art installation work to use exterior grade acrylic latex paints.

512 Cherokee

Collateral Services Properties INC

530 DELAWARE ST LEAVENWORTH, KS 66048

LEAVENWORTH,PLT ORIG , BLOCK 71 , Lot 1 - 4 Plat Book/Page 1A /1 Lot Width: 096.0 Lot Depth: 125.0 Deed Book/Page 0931/0837

0922/1059 0922/0809 0642/0672 088P/0109 0616/1535 0495/0252

3 stories. Brick. Painted brick areas at old graffiti. Good condition.

Make minor surface repairs to brick, stone and blocks. Prep and prime paint block and raw surfaces with masonry grade primer.

New art installation work to use exterior grade acrylic latex paints.



Application No. 19297

MINOR CERTIFICATE OF APPROPRIATENESS
Historic Resource Preservation Ordinance
Leavenworth, Kansas

Date of application 7/6/2026. All information is subject to verification. Willful falsification may lead to issuance of a "stop work" order on your project.

1. Address of Property: 1017 3rd Ave

- ☐ National Register
- ☐ Kansas Register
- ☐ Landmarks Register
- ☒ Historic District

Name of District: _____

2. Project Type:

- ☐ Replacement of roofing materials with like-kind materials
- ☒ Repair of architectural elements such as porches, fascia, windows, doors, with like-kind replacement materials
- ☐ Installation of mechanical, plumbing, or electrical systems that require minimal changes
- ☐ Installations of awnings and signs on commercial properties, excludes temporary signs
- ☐ Interior modifications that do not affect character-defining elements of the structure
- ☐ Installation of fire safety equipment, or minor alterations to meet the Americans with Disabilities Act
- ☐ Public improvements including improvements to streets, curbs, sidewalks, parking areas, parks, and other amenities
- ☐ Subdivision of property, or vacation of streets or alleys
- ☐ Minor exterior building maintenance
- ☐ Sidewalk dining
- ☐ Other projects: _____

3. Attach a Letter of Intent that describes improvements, and give reason why such improvement does not detract from the historic character of a registered property or historic district.

4. Printed name of owner: Randolph Caster
Telephone Number: 785-531-9158
Email: randas44@gmail.com

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

Randolph Caster 7/7/2026
Signature of property owner(s) Date

State of Kansas

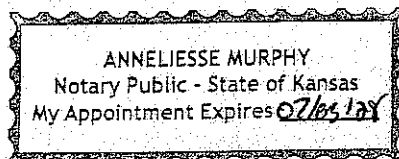
County of Leavenworth

Signed and attested before me on July 7, 2026 by Randolph Caster

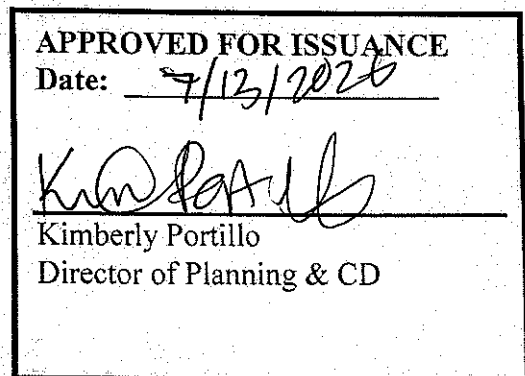
Notary Public Anneliese Murphy

My Appointment Expires 07/03/28

(Seal)



cc: KS Historic Preservation Office
6425 SW 6th St
Topeka, KS 66615-1099



5/19/2026



Statement of Work – SOW Estimate

Client Information: Brenna & Randolph Castor, 1017 3rd Ave. Leavenworth, MO
913-547-8997

The contractor determines the method, details, and means of completing the project.

Contractor agrees to devote a minimum of 15 hours per week once project begins.

Contractor will supply all tools, instrumentalities and materials for project including rope, glaze, glass, wood putty, wax, silicone and cleaning supplies.

Client shall be responsible for procuring or paying for the finishing materials such as locks, pulls, other hardware, glass panes where requested or required as provided herein.

Primary Tasks:

Re-Rope/Alt Sash Support windows that have separated ropes from weights, as well as perform tune-up and secure upper sashes *(when possible)*. Also, remove disruptive paint, grime, sand, clean, wax and silicone. And install alternative sash support system to allow windows to function properly.

70's Style Reconstruction remove failed window frame, sill, channel and bring it back to proper structural integrity through wood dowels, biscuits, wood patch/replacement, and wood epoxy. This may also be an alternate sash support. These windows need to be reviewed by Steve to determine if these even can be brought back to proper functionality by Old Time Windows – these are not included in SOW.

50's Style Double-Hung Tune-Up remove disruptive paint, grime, sand, clean, wax and silicone around opening and window frame.

Inventory Match when we receive measurements from sound room – we will sort through storage of old windows and seek out a close match. Even a close match will also require some degree of retro fixing and cutting to fit window opening.

Glazing remove old glazing and reglaze where needed and where accessible.

Task Labor Quantity/Sub Total Materials

Re-rope/Alt Sash Support \$285 each x 3 = \$855 *(dining room windows #3, #4, #5)*

Spiral Support Hardware \$23 each x 6 = \$138

70's Style Replacement Reconstruction Fee to be determined after 2nd review *(upstairs bedroom #1 thru #4)*

50's Style Tune-Up \$145 each x 20 = \$2,900 *(most of house, restoration success rate at about 85%)*

Matched Window \$325 each x 1 = \$325 *(sound room)*

Glazing = \$245

Labor & Materials Total \$4,463.00

• No added charges for installing pull handles or sash locks in proper position and level. *(locks or pulls must be ready for install at the beginning of project)*

• **NOTE:** re-roping work requires access to inside window frame channel, so paint on the window stops will require touch-up repainting. New glazing can be painted after 3 weeks and should be painted within 6 months for warranty to be valid.

This SOW is effective on the date first written above and will continue in effect until all the project has been completed and paid for, or until this SOW is terminated by means set forth in the agreement. SOW estimate is valid for 6 months. Payment is due in full at completion of project. Acceptable payment forms include personal check or cash.

By: _____
Brenna & Randolph Castor, Homeowners

By: _____
Old Time Windows, Contractor