

Historic Preservation Commission

MEETING DATE: Tuesday, December 14, 2021
MEETING TIME: 6:00 p.m.
LOCATION: Pendleton Town Hall
100 W. State Street
Pendleton, Indiana

ORDER OF BUSINESS

I. CALL TO ORDER

Meeting was called to order by George Harris at 6:00 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

Board members in attendance were George Harris, Tammy Bowman, Sandi Butler and Kevin Kenyon. A quorum was established. Individuals representing the Town were Planning Director Kayla Hassett, Planning and Zoning Administrator Hannah Urbanski, Shanna Kelly representing the Town Attorney Jeff Graham and Clerk Denise McKee. Others in attendance include JoAnn Karaffa-Owens attending in person and Ted Julian attending virtually.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion made by Sandi Butler to accept and approve the Meeting Minutes from the September 14, 2021 meeting; seconded by Tammy Bowman; roll call taken and all members present voted in favor of motion; motion carried.

IV. OLD BUSINESS

Hannah Urbanski reported the following updates on the awarded Local Façade Grants:

- Dr. Lau's contract to start in the spring on the windows and looking into replacing the awning.
- Jon Oliver has removed the upper-level windows and working on replacing metal awning.

Hannah Urbanski also reported that HPC member Dan Trauthwein recently resigned and that Town Council President will be seeking replacement.

IV. NEW BUSINESS

- A. HPC12142021-01: Application review for grant funds for JT Chambers Building – JoAnn Karaffa-Owens
- Hannah Urbanski reported the following about the project:
 - Joann Karaffa-Owens for Local Façade Grant is present for any questions.
 - Grant project on the JT Chambers Building.
 - Application in full and presentation in Google Drive.

- Full size pictures also provided in presentation.
- Replacing reeded glass panels on front of building
- Plate glass window frame restoration
- West face brick repair
- Replace broken limestone window sills
- Total estimated cost: \$80,146
- Applicant requesting: \$40,073 grant
- JoAnn Karaffa-Owens provided the following project details:
 - Top windows are the original windows.
 - Left window is cracked and another window was damaged during previous RenCon work. Windows will be replaced with close replica.
 - Some windows are reeded, while others ribbed.
 - To replace flash under windows.
 - Focusing on west wall as do not know how to fix the east wall at this time.
 - Desire tuckpointing, but may be best to tear out brick and replace with similar brick. Need plan before seeking bids on this part of project.
 - To restore windows and correct oversights by RenCon. Bob Post will be doing restoration of windows.
- The following discussions took place:
 - Sandi Butler asked applicant if communication has been made with RenCon. JoAnn Karaffa-Owens replied yes and that Town Manager and Town Attorney are looking into options to remedy six items of concern, possibly through insurance coverages.
 - George Harris asked if the brick on the east side of the building is worse than the west side. JoAnn Karaffa-Owens replied yes and that they will rebrick the east wall from the line up (referenced image in the presentation). Kevin Kenyon asked if it was a structural wall versus just façade. JoAnn Karaffa-Owens replied yes and that there are several holes where the bricks are gone, hoping that only outer bricks will need to be replaced. Karaffa-Owens added that on the west side of the building, will shade to match the darker tuckpoint and leave sign on the brick.
- JoAnn Karaffa-Owens also reported to the HPC members:
 - Black door on front is not original and will be replaced.
 - Side door is not a historical door and needs to open out. Door to be replaced.
 - Side door closest to State Street is the original and now opens out.
 - Contractors are in place. Contractors will be Bob Post and DMA Masonry. Fletcher Owens will serve as Project Manager.
 - RenCon left pins in walls that will come out and get filled.
- The following additional discussions took place:
 - Kevin Kenyon stated that the step at the back door does not meet Code, but grandfathered in; therefore, need to keep step as is. JoAnn Karaffa-Owens replied that the Fire Marshall advised that the door needs to open out, but does not need crash bar installed.
 - George Harris asked for staff recommendations. Hannah Urbanski replied that application looks appropriate to Planning Staff.
 - Kevin Kenyon asked if Certificate of Appropriateness has been issued. Hannah Urbanski replied yes, but will add the additional tuckpoint and door items.

Motion to award grant for full application as requested made by Sandi Butler; seconded by Tammy Bowman; all members present voted in favor of motion; motion carried.

Hannah Urbanski will follow up with JoAnn Karaffa-Owens regarding grant fund distribution.

VI. ADJOURNMENT

Motion to adjourn meeting made by Sandi Butler; seconded by Tammy Bowman; all members present voted in favor of motion; motion carried.

Meeting adjourned by George Harris at 6:29 pm.

Next meeting Tuesday, January 11, 2022