

Historic Preservation Commission

MEETING DATE: Tuesday, July 12, 2022
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, Craig Campbell, and Tammy Bowman. Sandi Butler attended virtually. A quorum was established. Individuals representing the Town were Planning Director Hannahrose Urbanski and Attorney Evan McMullen.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion made by Craig Campbell to accept and approve the Meeting Minutes from the June 14, 2022 meeting; seconded by Tammy Bowman; roll call taken and all members present voted in favor of motion; motion carried.

IV. OLD BUSINESS

No old business to report

IV. NEW BUSINESS

A. HPC07122022-01: 201 E. State Street - COA for Rehab Project of the Exterior-Estate House LLC by Lyndie Metz

- Hannah Urbanski presented images of the house with descriptions of existing conditions and renderings of planned improvements
- COA included the following project items:
 - Siding removal/replacement
 - Chimney removal
 - Roof/fascia repair/replacement
 - Gutters/downspouts repair/replace
 - Window repair/replace
 - Asbestos remediation from siding
- Further discussion and questions with Lyndie Metz providing details and answers.

Motion to approve Certificate of Appropriateness HPC07122022-01 for 201 E. State Street, with conditions on windows that muntins are required and no bay windows. Motion made by Tammy Bowman; seconded by Craig Campbell. Roll call vote was taken and all members present voted in favor of said motion. Motion carried.

- B. HPC07122022-02: Façade Grant Application – 201 E. State Street
 - Urbanski provided the following included in the application:
 - Siding removal/replacement
 - Chimney removal
 - Roof/fascia repair/replacement
 - Gutters/downspouts repair/replace
 - Window repair/replace
 - Asbestos remediation from siding
 - Applicant is estimating a repair/replacement cost of: \$103,682
 - Requesting: \$50,000
 - Available funds for remaining FG applications: \$34,662

Motion to accept Grant Application for the remainder of the funds in the Façade Grant Account in the amount of \$34,662. Motion made by Sandi Butler; seconded by Craig Campbell. Roll call vote was taken and all members present voted in favor of said motion. Motion carried.

- C. COA's issued by staff since last meeting
 - Urbanski reported approval of a new sign for 106 W State St - Nate Haugh - SIGN for Ohanalulu donuts, coffee and ice cream - 7/5/22
- D. Vote to amend rules to have time limits on COA's
 - Urbanski discussed the following:
 - It was discussed last year to put a limit on how long a COA is valid
 - 24 months was suggested as an appropriate timeframe
 - This would mean that whatever improvement that the COA authorizes (sign, windows, doors, exterior rehab) has to begin within the 24 month timeframe, or else it has to go back to HPC or staff to be reauthorized
 - This could be tracked by building permits OR staff observation, as some COA's do not require a permit, such as windows, doors or tuckpointing/brick repair.
 - This 24 month limit would assure that both the project is being worked on/completed, and allows HPC to reauthorize a project based on possible newer "best practices", changes in design guidelines, or changes in planned uses for Downtown.
 - Both building permits and sign permits have time limits on them (18 months and 6 months)

Motion to accept 24-month time limit on COA's before second review is necessary, and should the COA not have substantial changes, staff can reauthorize. Motion made by Craig Campbell; seconded by Tammy Bowman. Roll call vote was taken and all members present voted in favor of said motion. Motion carried.

- E. Begin process of updating Design Guidelines
 - Urbanski discussed the following:
 - Current guidelines are out of date as far as references (old UDO)

- There may be more current “best practices” that could be utilized in these guidelines
- Plan Dept. will work up a draft of a new set of guidelines to present to HPC for review/ comments/updates and eventual adoption after revision

Urbanski provided an update on the JT Chambers building. JoAnn Karaffa-Owens has finished the Completion Report for their Façade Grant, making this the first applicant to completely finish. Her check was mailed today for the last third of the project. Urbanski stated that the completed project looks amazing and is very pleased with the work that has been done, and that the project went very smoothly. Now that the final amount of funds have been allocated from the grant, Urbanski noted that she will be on the look-out for additional grants. Tammy Bowman mentioned a Historic Preservation Grant that might be a possibility. She will email that information to Urbanski.

VI. ADJOURNMENT

Motion to adjourn meeting made by George Harris; seconded by Craig Campbell.

Meeting adjourned by George Harris at 6:33 pm.

Next meeting Tuesday, August 9, 2022 at 6:00 pm