

Historic Preservation Commission

MEETING DATE: Wednesday, April 12, 2023
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, Craig Campbell, Ted Julian and Bob Post. A quorum was established. Individuals representing the Town in person were Planning Director Hannahrose Urbanski, attending via Zoom Town Attorney Jeff Graham.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion requested by George Harris to approve past Meeting Minutes from 03/14/2023. Motion made by Tammy Bowman, seconded by Craig Campbell; all members present voted in favor of said motion; motion carried.

IV. OLD BUSINESS – N/A

- A. Vote on additional amendment to previously approved HPC rules for adding language referencing counsel/representative representation and Zoom abilities

Hannahrose Urbanski presented amendments; V. Conduct of Public Hearings:

- (b) The petitioner must appear the property owner, or agent for the petitioner or property owner, must appear in person or via teleconference (when available) before the Commission for the case to be considered
- (c) Any person may appear in person, by counsel, or via teleconference (when available) to participate in a discussion
- (d) Any person may appear in person, by counsel, or via teleconference (when available) to participate in a discussion

Motion made by Tammy Bowman to accept amendments as presented, seconded by Craig Campbell; all members present voted in favor of said motion; motion carried.

- B. Discussion of Historic Design Guidelines

Hannahrose Urbanski reviewed second half of guidelines; contributing and some non-contributing buildings (document available on Google Drive):

- Buildings with no Renovation Guidelines listed; recommendation to use applicable guidelines from other buildings listed
- Discussion on each structure identified; Renovation Guidelines reviewed

C. Signage on 107 E State St (Hayden's grocery store building); Possible Preservation techniques

Hannahrose Urbanski provided information:

- Jon Oliver is seeking input on preserving the Hayden's sign
- The sign will be removed; to hang as-is inside building on west wall
- Urbanski suggested a frame with UV and acid resistant glass to prevent deterioration
- George Harris suggested a water-based clear-coat covering
- Oliver indicated that some of the wood is in very poor shape and will be removed and some will be replaced with like material

V. NEW BUSINESS

A. 2023 Quality of Place Historic Conference. May 9th Richmond. "This year's Quality of Place Conference will cover how to organize and manage a neighborhood Community Development Corporation and Historic Preservation Commission"

Hannahrose Urbanski provided information:

- Urbanski will send an email to the members for anyone interested in attending; funding should be available

B. NAPC Virtual Summer Short Course. August 23 & 24. Topic List to be announced soon

Hannahrose Urbanski provided information:

- Urbanski pointed out this is a 2-day virtual event and will send an email to the members for anyone interested in attending

C. COA's issued since last meeting

- None issued
- Discussion regarding COA's
 - George Harris referenced the idea of having an HPC Open House, sharing information about the COA process and HPC's resources
 - Hannahrose Urbanski stated this summer would be an ideal time for an open house
 - Urbanski added that she would like to utilize the iworq permit program to create a red flag system for properties in the historic district to streamline the process and to have ability to quickly identify if a property needs to come before the HPC

- Urbanski mentioned that she and Sandi Butler have been working on developing Residential Design Guidelines; this will assist in keeping Pendleton on the Historic Register

VI. ADJOURNMENT

Meeting was adjourned by George Harris at 8:02 pm.

Next meeting Tuesday, May 9, 2023 at 6:00 pm