

Historic Preservation Commission

MEETING DATE: May 14, 2024
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, Sandi Butler, Jerry Burmeister. A quorum was established. Representing the Town in person: Planning Director Hannahrose Urbanski, Town Attorney Felix Rippy

Others present: Tammy Bowman, Helen Reske

III. APPROVAL OF MARCH 2024 MEETING MINUTES

Motion requested by George Harris to approve past Meeting Minutes from 3/12/24.

Motion made by Jerry Burmeister, seconded by Sandi Butler; all members present voted in favor of said motion; motion carried.

IV. OLD BUSINESS

V. NEW BUSINESS

- A. HPC05142024-01: Façade grant application. SMCF/Thomas Pendleton House. 233 Main St.

Hannahrose Urbanski presented the petitioner's request for Façade Grant funds to do the following:

- Moisture control: Roofing/Flashing/Gutters/Downspouts/Painting
- Window Replacement: 12 windows fabricated and installed
- Door System Replacement: 2 exterior doors and transom windows
- Received COA in August 2022 for full facade rehab which included these aspects
- Requesting: \$31,000

Discussion on rehab project. Petitioner Tammy Bowman was present and provided additional information. Grant amount was updated to \$32,007.55.

Motion made by Sandi Butler to approve HPC05142024-01: Façade grant application as presented and discussed; seconded by Jerry Burmeister. Vote taken and approved by all. Motion carried.

B. Adopt NAPC code of ethics

Hannahrose Urbanski presented the general concept of the NAPC code of ethics (Full document is in the g-drive)

- As part of the Certified Local Government (CLG) review every 2 years, it is recommended to adopt the NAPC code of ethics
 - Responsibility to the Community- The most effective historic preservation takes place locally, and all preservation commissioners and staff should remember that it is their duty, as public servants, to advance the greater good of the community
 - Responsibility to the Profession- Preservation commissioners and staff are drawn from many disciplines and backgrounds. The common thread that joins them is their interest and commitment to preserve heritage resources in their communities. A multi-disciplinary profession has developed over the years from the historic preservation movement, and commissioners and staff have an obligation to advance the best interests of this profession in the context of their commission work
 - Standards of Professional Conduct- As public servants, commissioners and staff are expected to conduct themselves in accordance with the law. These standards set forth both a baseline for such legal conduct as well as aspirational goals for ethical behavior that may require a conscientious effort to attain

Motion made by Jerry Burmeister to approve the adoption of NAPC Code of Ethics as presented and discussed; seconded by Sandi Butler. Vote taken and approved by all. Motion carried.

C. Discuss Mission statement- CLG

Hannahrose Urbanski led the discussion:

- As part of the Certified Local Government (CLG) review every 2 years, it is recommended to adopt a Mission Statement for the HPC (Document in g-drive)
 - Preserving our Past, Enriching our Future: The mission of the Pendleton Historic Preservation Commission is to safeguard the cultural heritage and architectural legacy of our community by promoting the identification, protection, and thoughtful stewardship of historically significant sites, structures, and landscapes. Through advocacy, education, and collaboration with residents, property owners, and local stakeholders, we strive to foster a sense of pride, continuity, and connection to our shared history, ensuring that future generations can experience and appreciate the unique character and stories that define our community.

Motion made by Sandi Butler to approve the HPC Missions Statement as presented and discussed; seconded by Jerry Burmeister. Vote taken and approved by all. Motion carried.

VI. ADJOURNMENT

George Harris adjourned the meeting at 6:23 pm.

Next meeting Tuesday, June 11, 2024 at 6:00 pm

DRAFT