



**ELKHART HISTORIC & CULTURAL PRESERVATION COMMISSION
DECEMBER 30, 2024**

7:00 P.M.

Council Chambers – 2nd Floor

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) APPROVAL OF MINUTES-NOVEMBER 21, 2024
- 5) HEARING OF VISITORS
- 6) OLD BUSINESS
 - A. NEIGHBORHOOD UPDATE/PROGRESS REVIEW/NOMINATIONS
- 7) NEW BUSINESS
 - A. 24-COA-07 142 STATE STREET – EXTERIOR RENOVATION: PORCH'S FLOOR AND COLUMNS, WINDOW'S TRIM AND SILL, SOFFIT, FASCIA AND SIDING
- 8) ANNOUNCEMENTS
- 9) ADJOURNMENT

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If you are unable to attend, please contact Wendy Sonora at 574-294-5471 x 1013

WebEx Information

<https://signin.webex.com/join>

Meeting number:
2319 513 5420

Password:
Historic1

THE NEXT MEETING IS JANUARY 16, 2025 AT 7:00 P.M. IN THE COUNCIL CHAMBERS

Elkhart Historic & Cultural Preservation Commission

Meeting Thursday, November 21, 2024

Call to Order:

Ann Linley called to order the Elkhart Historic & Cultural Preservation Commission Meeting for Thursday, November 21, 2024 at 7:03 pm.

Roll Call:

Present: Bobby Glassburn, JA Whitmer, Ann Linley and Bill Zimmerman. Eric Trotter with the City of Elkhart and Deb Parcell with Indiana Landmarks.

Absent: N/A

Approval of Agenda:

Linley asked the board if there were any amendments to the agenda.

Linley asked for a motion to approve the agenda as presented. Motion made by Bill Zimmerman, seconded by JA Whitmer; motion carried unanimously.

Approval of Minutes:

Linley gave everyone a minute to look over the minutes for September 19, 2024 to see if there were corrections, amendments or additions that needed to be made to the minutes.

Linley said she would accept a motion to approve the minutes as presented. Motion made by JA Whitmer, seconded by Bobby Glassburn; motion carried with roll call vote 4-4.

Financial Report:

Linley asked if there was a financial report and Eric Trotter responded that there were no changes to it.

Hearing of Visitors:

N/A

Old Business:

N/A

New Business:

A: Approval of 2025 Meeting Calendar

Trotter said that it is the same cycle that the Historic Commission typically has with the left column: file by date which is two weeks before the meeting date and the meeting date is the third Thursday of every month with the exception of June because the 19th of that month is a holiday and the meeting has been moved to June 18th 2025.

Linley asked Trotter to send reminders to the board members in advance.

Linley said she would accept a motion to approve the calendar for 2025 as presented. Motion made by Glassburn, seconded by Whitmer; motion carried with roll call vote 4-4.

Announcements:

Trotter announced that he will be representing the City of Elkhart in the Indiana Landmark holiday gathering in Wabash which is the area of Paul Hayden, Indiana Landmark staff. Trotter hoped and asked the board member if anyone would like to join him Wednesday December 11 since he already rsvp. Linley said that she would check since she may be able to go with him. Trotter mentioned that it is a forty five minute drive. Linley said that an audit got cancelled and confirmed her assistance to the holiday gathering at Wabash. Trotter added that she can rsvp through the email she received.

Trotter announced that they are nearing the end of the UDO draft and there would be a special meeting to introduce the document to the various boards at the end of December 2024 beginning of January 2025. Trotter said that he does not have the details of the meeting.

Trotter shared that it is a big fat document with lots of text in for the zoning ordinance, subdivision and preservation all wrapped into one. Trotter announced that he will be meeting with Parcell the following week about a potential interest to establish a separate new district for a couple properties downtown. Trotter said that they are looking at restoration of the exterior on a couple of the buildings and they are working on their financing and stacking up and he believed that it would not be much of a stretch since those are largely unaltered buildings.

Linley asked Parcell if she had any announcements. Parcell gave the board an update on what Whitmer had asked in the last meeting for property on Division Street. Parcell shared that they are doing their yearly rounds and inspecting buildings that they have covenants and easements and that property is in their list of higher ups within Indiana landmarks and it is still on discussion.

Parcell announced that this Saturday they are having a workshop in La Porte talking about hazards materials like lead paint and asbestos given by Paul Hayden. Parcell had a conversation with Trotter about having a workshop like that in Elkhart for next year not just for homeowner or Historic District but for everyone and get it in video to be accessible by others on demand.

Trotter said that he reached out to the community development department and they are willing to partner with the commission on helping to get the word out to various homeowners and neighborhoods and their list of contractors to participate in that as well. Linley shared that they were emailing back and forth ideas since it's been her passion since her house had lead and perhaps it could be done in March after the bad weather but before the season of tearing into houses and somehow record it and make it available in the city website to make it available as community outreach.

Parcell asked the board members to start thinking about an educational session they may be interested in since it has been a long time since they had one and it should be a priority. Parcell heard great staff at camp about making legally defensible motions, how to organize your meetings, and they did deep dive on alternative materials. Parcell said that they could talk about it a little bit more in January to get something definite since it is part of their contract with the city and Indiana

Landmarks. Parcell said that she wants to make sure that they do some education and it is important for the CLG.

Trotter shared that he did go to the state preservation conference in Madison at the same time with Parcell and it was incredible. Trotter encourage the board members to visit Madison since it is the largest contiguous historic direct district in the United States as far as area. Trotter shared that he will learn how to Airbnb and him and his family will stay at Madison after the beginning of the year to try it out. Whitmer recommended Trotter to stay in the lower Madison which is the historic district and added that upper Madison is Walmart.

Linley asked if anyone in the commission had anything for the good of the order. Glassburn said that he emailed Linley the Indiana Landmarks email.

Adjournment:

Linley said that she would accept a motion to adjourn the meeting at 7:17 pm. Motion made Glassburn, seconded by Whitmer; motion approved unanimously.

Ann Linley, Chair

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

All information requested must be completed on this application. If you have questions, please call the City Planning and Zoning Department at 294-5471.

Application is hereby made for a Certificate of Appropriateness as REQUIRED under Ordinance Number 4041 of the City of Elkhart, Indiana. For any structure located in a locally designated historic district, a Certificate of Appropriateness must be issued by the Historic and Cultural Preservation Commission before a permit is issued for, or work is begun on, any of the following: demolition or moving of any building; a conspicuous change in the exterior appearance of existing buildings by additions, reconstruction, alteration, or maintenance involving exterior color changes; any new construction; a change in walls or fences or construction of walls and fences; or a conspicuous change in the exterior appearance of non-historic buildings subject to view from the public way by additions, reconstruction, alteration, or maintenance involving exterior color change.

In addition to this application, there may be requirements of other state and/or local laws and regulations with which you must comply in order to undertake the project.

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Owner's Name JI Contracting Company, LLC File Number 24-COA-07

Address [REDACTED] Date 11/08/2024

Zip Code 49022 Phone: Home [REDACTED] Work

ADDRESS WHERE WORK IS TO BE DONE 142 State Street

Existing Use of Structure (residential, commercial, etc.) Single Family

Proposed Use of Structure Exterior renovation remove front porch deteriorating porch floor, replace with composite porch decking.

Description of Project: Remove existing porch columns install square columns.

Attached There was a Lead Risk Assessment completed on the property prior to our purchase the siding, windows, fascia tested positive. We will abate the siding, soffit and fascia by enclosure, we will abate the windows by replacement and enclosure of existing exterior trim. The exterior window sills are deteriorating, we will remove and replace with Owens Corning 2 x 8 composite structural lumber. The existing clap board siding is installed without sheathing beneath the siding. We will wrap entire clap board siding with synthetic and install LP Siding and board and batten siding over existing synthetic wrapped clap board siding. The soffit and fascia we propose to abate by enclosure with aluminum.

The following documents must be submitted:

Site Plan Legal Description Photographs Building Plans

Samples/Swatches Other

Signature of Owner: [Signature] Date: 12/02/2024



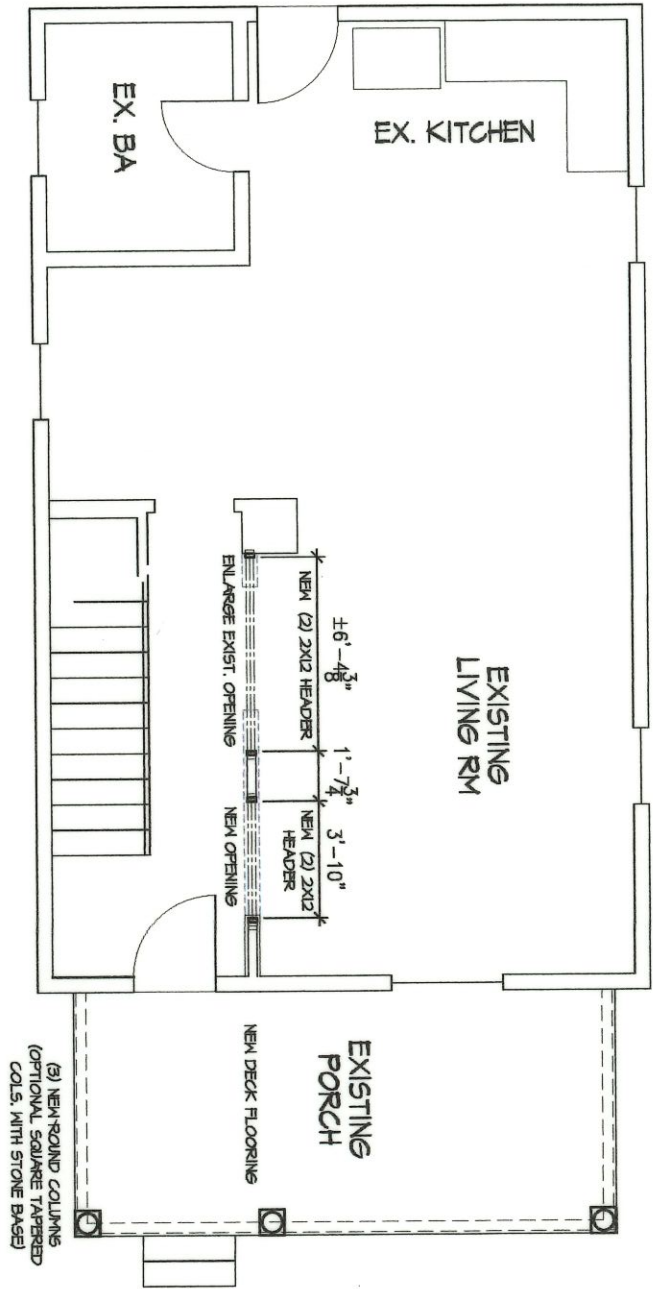
Jl Contracting Company, LLC
142 STATE STREET, ELHART, INDIANA

11-23-24

MYRA SIMPSON
Designs

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myra@myrasimpsondesigns.com



LEGAL DESCRIPTION

A part of Lot Numbered 11 in Kimball & Chapman's Addition to the City of Elkhart, as per plat thereof recorded in Plat Book 14, page 351, in the Office of the Recorder of Elkhart County, Indiana, described as follows:

Beginning on the North line of State Street at a point 16.5 feet Northeasterly from the Southwest corner of said Lot 11; thence Northwesterly parallel to the Western line of said Lot 11 to the North line thereof; thence Northeasterly with the North line of said Lot, 33 feet; thence Southeasterly parallel with the West line of said Lot, to the Southern line thereof; and the North line of State Street; thence Southwesterly 33 feet to the place of beginning, together with the balance of a cartway 9 feet in width taken off from the North end of the East 33 feet of said Lot 11.

EXCEPT:

The North 5 feet of the West 33 feet of the East 66 feet of Lot 11 in Kimball and Chapman's Addition to the City of Elkhart, Elkhart County, Indiana, as found in Deed Record Book 14, page 351 in the Office of the Recorder of Elkhart County, Indiana.





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4
8









152

152

EXHIBIT "A"

A part of Lot Numbered 11 in Kimball & Chapman's Addition to the City of Elkhart, as per plat thereof recorded in Plat Book 14, page 351, in the Office of the Recorder of Elkhart County, Indiana, described as follows:

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EXCEPT:

The North 5 feet of the West 33 feet of the East 66 feet of Lot 11 in Kimball and Chapman's Addition to the City of Elkhart, Elkhart County, Indiana, as found in Deed Record Book 14, page 351 in the Office of the Recorder of Elkhart County, Indiana.



2448422-1747-0

TAX PRORATION & HOLD HARMLESS AGREEMENT

Property Address: 142 State Street, Elkhart, IN 46516
Property County: Elkhart
Buyer: JI Contracting Company, LLC, a Michigan limited liability company
Seller: City of Elkhart, Indiana, Department of Redevelopment, a municipal corporation

In order to facilitate the closing, the undersigned Buyer(s) and Seller(s) agree and understand that information concerning the amount of taxes due for 2024 Payable in 2025 unknown on the settlement date. The undersigned have directed Meridian Title Corporation the manner in which to reflect the tax information as it relates to the Combined Closing Statement and/or the purchase agreement. The Buyer(s) and Seller(s) agree that the tax information shown on the Combined Closing Statement is acceptable to them and the undersigned agree that the amounts shown for escrow and prorations could adversely impact upon both parties.

The parties recognize that the amount shown on the Combined Closing Statement shall represent a final settlement as it relates to Meridian Title Corporation and any differences will be the sole responsibility of the Buyer(s). This will be the Final Tax Proration.

In consideration of Meridian Title Corporation closing the transaction which involves the purchase of real estate located as shown above, the undersigned hereby agrees to indemnify and hold harmless Meridian Title Corporation against all loss or damage in connection with the closing in the event such loss or damage results from additional or lesser taxes that may become due once final tax amounts are known.

This agreement is hereby dated as of the 10th day of September, 2024.

BUYER(S)

SELLER(S)

JI Contracting Company, LLC, a Michigan limited liability company

City of Elkhart, Indiana, Department of Redevelopment, a municipal corporation

By: Bruce K. Jones
Title: Member

By: Sandra Schreiber
Title: President



SALES DISCLOSURE FORM

State Form 46021 (R14 / 1-23)

Prescribed by Department of Local Government Finance Pursuant to IC 6-1.1-5.5

SDF ID

County Year Unique ID

PRIVACY NOTICE: The telephone numbers and Social Security numbers of the parties on this form are confidential according to IC 6-1.1-5.5-3. Do NOT place personally identifiable information (e.g. consulate numbers, passport numbers; government ID numbers, etc.) on this form as it may become publicly available.

NOTE: All questions must be answered to the best of the individual's ability. If the question does not apply, write "N/A" in the space provided. If the information requested is unknown, leave the space provided blank. Failure to provide a response for the italicized fields shall not result in the rejection of the underlying conveyance document by local officials.

INSTRUCTIONS: For additional information on how to complete this form, see the Sales Disclosure Form Instructions.

PART 1 - To be completed by BUYER/GRANTEE and SELLER/GRANTOR

A. PROPERTY TRANSFERRED - Must be conveyed on a single conveyance document (Additional contiguous properties can be listed on Page 5.)

1. Parcel Number or Tax Identification Number: A.) 20-06-05-481-034.000-012
Check all boxes applicable to parcel: 2. Split, 3 Land, 4. Improvement
5. Complete Address of Property: 142 State Street, Elkhart, IN 46516
6. Complete Tax Billing Address (If different from property address)

7. Legal Description of Parcel: SEE ATTACHED LEGAL DESCRIPTION

B. CONDITIONS - Check only those that apply.

If condition 1 applies, filer is subject to disclosure and a disclosure filing fee. YES NO CONDITION
1. A transfer of real property interest for valuable consideration.
2. Buyer is an adjacent property owner.
3. Vacant land (No structures on land)
4. Exchange for other real property ("Trade")
5. Land contract.
6. Partial Interest. Describe:
7. Easements or right-of-way grants.
8. Document for compulsory transactions as a result of foreclosure or express threat of foreclosure, divorce, court order, judgment, condemnation, eminent domain, or probate.
9. Documents involving the partition of land between tenants in common, joint tenants, or tenants by the entirety.
10. Transfer to charity, not-for-profit organization, or governmental entity or agency.

C. TRANSACTION DETAILS - Complete only those that apply.

YES NO CONDITION
1. Sheriff Sale or Tax Sale
2. Short Sale
3. Quitclaim Deed
4. Auction
5. Other:
6. Transaction includes multiple Sales Disclosure Forms?
7. Date conveyance document signed (MM/DD/YYYY): 09/ /2024
8. Approximate number of days property was on the market:
9. Total number of parcels on this disclosure: 1
10. Select the type(s) of property below and fill out corresponding page(s). Check all that apply.
Residential, Commercial, Agricultural, Industrial

Elkhart Historic & Cultural Preservation Commission
CERTIFICATE OF APPROPRIATENESS
Community Preservation Specialist - Staff Review

Application Number: 24-COA-07

Applicant's Name: JL Contracting Company, LLC

Property Address: 142 State Street

Local Landmark or District: State & Division Local and National Register Historic Districts

Rating: Contributing

Architectural Style: Gable-front

Date Constructed: c. 1880

Description of proposed project:

- 1) **Siding:** Wrap existing wood siding with house wrap (Tyvek or similar). Install veneer stone below window sills on all facades. Install LP SmartSide 7" horizontal siding above stone to top of window trim, then LP vertical board and batten style siding above horizontal siding.
- 2) **Soffit and Fascia:** install aluminum soffit and fascia over wood.
- 3) **Porch** – remove deteriorated porch floor, replace with Trex composite porch decking. Remove existing round columns, replace with square columns.
- 4) **Windows** – remove existing 2/2 wood windows; replace with 3/1 Hawthorn vinyl windows with black exterior. Remove existing wood trim, replace with LP SmartSide trim. Top of window trim will be straight, not arched as existing.
- 5) **Doors** – replace existing non-original doors.

Applicable Ordinance Authority: Section 12.6 of Ordinance 4041 of the City of Elkhart requires a Certificate of Appropriateness to be issued for a conspicuous change in the exterior appearance of the existing building by demolitions, moving, additions, **new construction**, alteration, color change or maintenance of existing buildings, including windows, doors and all exterior features, walls or fences. As such, a Certificate of Appropriateness must be issued for the work proposed at the 142 State Street.

Applicable Guidelines:

Building Materials - wood: Wood clapboard, siding and shingles are very common exterior wall materials in the district. Their design features, such as dimensions, decoration, and placement, and architectural detail around windows, porches, doors, and eaves, are extremely important to the overall historic character of the structure. Their retention, protection, and repair are of particular importance in rehabilitation projects. Retain original exterior building materials. Prevent deterioration of wood materials by repairing, cleaning, and painting as needed. Do not remove original wood siding or resurface with new material that is inappropriate or was unavailable when the building was constructed, such as artificial stone, brick veneer, aluminum or vinyl siding.

Porches – Retain existing or original porches, stoops, patios, and steps, including handrails, balusters, columns, brackets, tiles, and roof decorations. Do not replace porch details with materials representing an earlier or later period or style from the original.

Windows and Doors – Retain original windows and doors, including sash, lintels, sills, shutters, decorative glass, pediments, hoods and hardware. If wood elements are deteriorated beyond repair, replace by patching or piecing-in with wood or consolidating with approved epoxy products. Most wood windows can be repaired and fitted with energy saving storm windows. Do not remove original windows or doors.

STAFF RECOMMENDATION:

Finding of Fact:

1. Exterior cladding has changed through the years according to photos attached. It is unknown if existing wood siding is original, but is a typical exterior wall cladding in the historic district.
2. Current siding has been painted since 2007.
3. Lead paint on the siding can be abated by encapsulation with paint.
4. LP SmartSide has been approved occasionally for historic properties. Smooth face (not textured) is preferred.
5. Siding should be horizontal; vertical board and batten is not typical in the historic district.
6. Stone is not typically approved on walls in the historic district.
7. Encapsulation and/or removal of lead paint is the preferred approach over wholesale replacement of windows.
8. Vinyl windows are generally not approved in the historic district, particularly on street-facing sides.
9. If windows must be replaced, fiberglass, or aluminum- or fiberglass-clad wood windows are recommended. Windows should be the same lite-division as original (mostly 2/2, front porch window is 35/1), and should be simulated divided-lite (applied grid with spacers in the glass, not “grids-between-the-glass”). Original window trim should be retained if possible, or replaced to match the original in size and shape.
10. Trex is a suitable replacement for porch floor. Porch columns should be retained if possible; if deteriorated beyond repair, they should be replaced with something similar to existing or square (see 2003 photo with square columns), although it would not have to be wood – could be fiberglass or non-shiny paintable composite.
11. Retaining the existing beadboard porch ceiling is preferred.
12. Doors are not original and could be replaced. Replacement style/material is unknown.

Recommended Motions:

1. **Siding** – approval of painting existing clapboard siding to encapsulate any lead paint is recommended. If substitute siding is approved, it should be horizontal siding (LP SmartSide, James Hardie, or similar) with a smooth face and reveal as close to existing as possible. Denial of stone and/or vertical board-and-batten style siding. Freize board detail should be retained regardless of siding material.
2. **Soffit and Fascia** – approval of retaining/repairing/painting existing wood soffit and fascia to encapsulate any lead paint is preferred.
3. **Porch** – approval of Trex decking material; repairing/retaining existing porch columns preferred, if replacement columns are approved, fiberglass or non-shiny paintable composite in square or tapered column profile could be allowed.
4. **Windows** – denial of replacement with vinyl windows. Existing windows should be repaired and retained. Lead paint can be encapsulated or removed. At minimum, street-facing original windows should be retained. If replacement windows are approved on sides of building, fiberglass, or aluminum- or fiberglass-clad wood windows are recommended. Windows should be the same lite-division as original (mostly 2/2) and should be simulated divided-lite (applied grid with spacers in the glass, not “grids-between-the-glass”). Original window trim should be retained if possible, or replaced to match the original in size and shape.

5. Doors – approval of replacement doors with final approval by staff upon submission of door style/material.

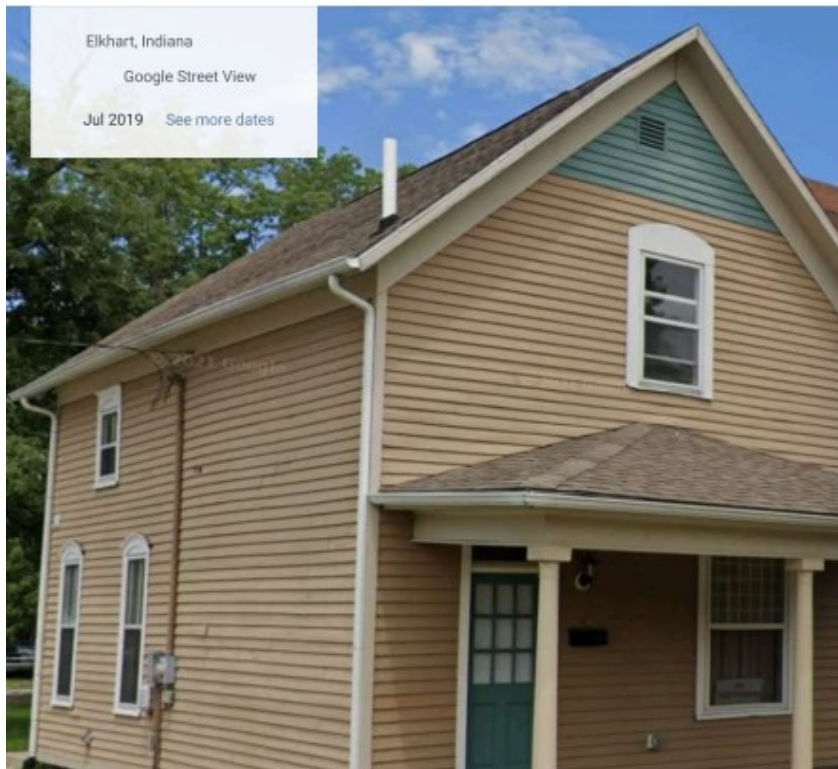
Filed by: Deb Parcell
Date: December 19, 2024



142 State – 2003



142 State – 2007



142 State – 2019



142 State – November 2024 – front façade



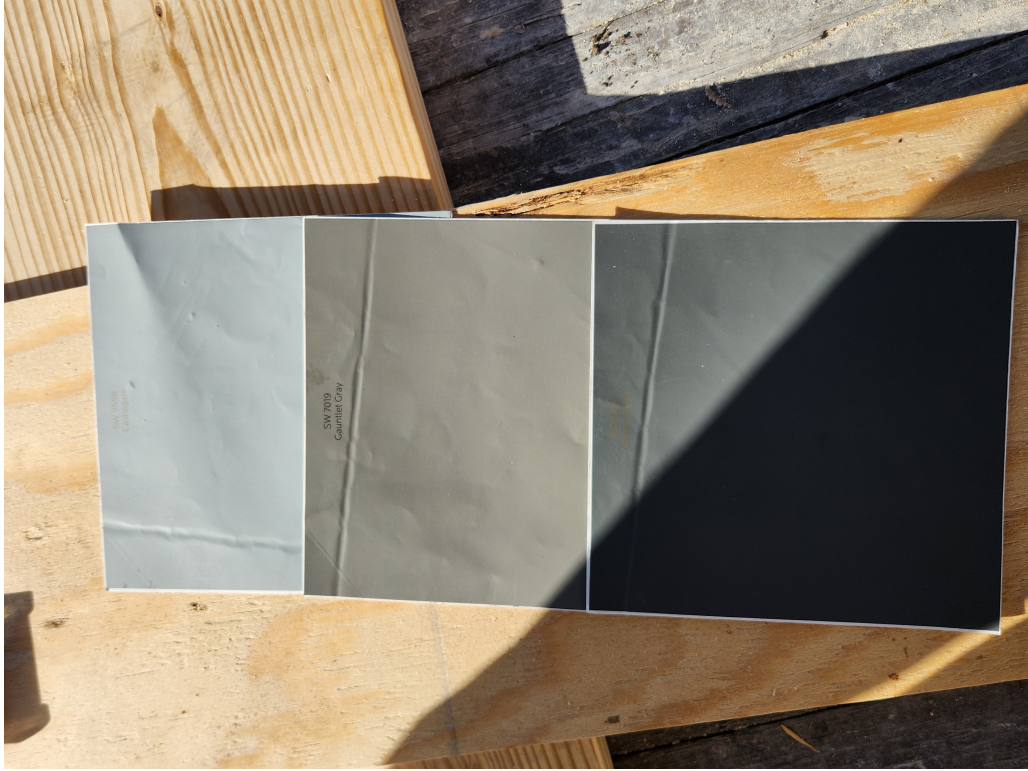
West Façade - 2024



Rear Façade - 2024



East Façade – 2024



Proposed color palette