# ELKHART HISTORIC \& CULTURAL PRESERVATION COMMISSION 

 APRIL 18, 20247:00 P.M.<br>Council Chambers - $\mathbf{2}^{\text {nd }}$ Floor

## AGENDA

1) CALL TO ORDER
2) ROLL CALL
3) APPROVAL OF AGENDA
4) APPROVAL OF MINUTES- MARCH 21,2024
5) FINANCIAL REPORT
6) HEARING OF VISITORS
7) OLD BUSINESS
A. NEIGHBORHOOD UPDATE/PROGRESS REVIEW/NOMINATIONS
8) NEW BUSINESS
A. 24-COA-03, 515 EAST STREET-CONSTRUCTION OF A NEW 61 UNIT FAMILY APARTMENT BUILDING
9) ANNOUNCEMENTS
10) ADJOURNMENT

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

WebEx Information
Meeting number:
23062469197
Password:
Historic 1

THE NEXT MEETING IS MAY 16, 2024 AT 7:00 P.M. IN THE COUNCIL CHAMBERS

## Elkhart Historic \& Cultural Preservation Commission

## Meeting Thursday, March 21, 2024

## Call to Order:

Ann Linley called to order the Elkhart Historic \& Cultural Preservation Commission Meeting for Thursday, March 21, 2024 at 7:01 pm.

## Roll Call:

Present: Raymond Enfield, JA Whitmer, Ann Linley, and Bill Zimmerman. Eric Trotter with the City of Elkhart Planning and Development and Deb Parcell with Indiana Landmarks.

## Absent: Bobby Glassburn

## Approval of Agenda:

N/A

## Approval of Minutes:

Linley gave everyone a minute to look over the minutes from July 20, 2023 to see if any corrections needed to be made.

Linley said she would accept a motion to approve the minutes as presented. Motion made by JA Whitmer, seconded by Bill Zimmerman; motion carried. The July 20, 2023 minutes are approved.

Linley asked everyone if there were any additions, deletions or corrections to December 7, 2023 minutes.

Linley asked for motion to approve the minutes as presented. Motion made by Zimmerman, seconded by Whitmer; motion carried. The December 7, 2023 minutes are approved.

Linley asked everyone if there were any additions, deletions or corrections to February 15, 2024 minutes.

Linley asked for motion to approve the minutes as presented. Motion made by Whitmer, seconded by Raymond Enfield; motion carried. The February 15, 2024 minutes are approved.

## Financial Report:

N/A

## Hearing of Visitors:

N/A

## Old Business:

N/A

## New Business:

## A: 24-COA-02, 221-223 Division Street

Deb Parcell: Application 24-COA-02 for property address 221-223 Division Street. The subject property is a contributing rated, Gable-front build around 1915. Parcell said that there is two parts to the project.

Description of the proposed project:

1) Installation of framed vertical lattice on the three undersides of front porch. High quality lumber to be used, painted appropriate colors complementing the residence's current color scheme. Fiberglass windows screens will be affixed to the back side of vertical grill screening to keep leaves and grass clippings from blowing under the porch.
2) Restoration of wood-framed glass windows along the foundation. Windows will be inoperable, and wood frames will be painted appropriate colors complementing home's current color scheme.

## Staff Recommendation:

1) Currently, no skirting exists at the base of the front porch. Vertical wood lattice is a typical feature at the underside of porches, is appropriate for this c. 1915 house, and meets the historic district guidelines. Staff recommends approval as submitted.
2) Original basement windows should be retained and repaired. Proposed repairs meet the historic district guidelines. Staff recommends approval as submitted.

Linley asked the applicant of 24-COA-02 221-223 Division Street to speak to his project.
The applicant, Timothy Shelly, introduced himself and signed in. Shelly said that he was working with Deb Parcell on the size of the vertical slats, coloring and getting things in place to work on it during the summer. Shelly pointed out that the current look of the house was the yellow house in the picture and the green house picture was when they bought the house eight to nine years ago. Shelly believed that the windows were still underneath the boards and cinder blocks that have kind of covered up the window areas if not they will replicate it. Shelly stated that there are six window, three on each side of the house and they will replicate what needed to be replicated or repair what needed to be repair. Shelly stated that he might be back to the Historical commission board in case the house needed a fencing guard or grill work in front to keep the kids from breaking them. Linley said that she was about to ask how the basement window's will be protected and she added that she was open to see some alternative materials other than glass window for safety and security perspective. Linley pointed out that it was necessary especially because the property has a driveway going down the side. Shelly said that once they get into it and if they find out that the window glass got broken a lot they will come back to correct it.

Linley asked if anyone from the commission had any question for the applicant. Whitmer complimented the applicant for the worked that he had done to the house and she was happy that the lattice that was on the old house was going to go down. Shelly said that what was interesting about the photo is that they replicated the original color of the house that was underneath the old shingle and they actually toned down the color because it was a little brighter harsher yellow.

Linley asked for a motion to approve 24-COA-02 221-223 Division Street as presented. Motion made by Whitmer, seconded by Enfield; motion carried.

## Announcements:

Trotter stated that he is in the process of working on their 2024 audit report. Trotter reminded the board that every other year as a certified local government they are required to submit a report to the state. Trotter is required to submit engineering education efforts, any new local landmarks, any national register activities, any updates to the local survey, adhere to the open door policy, statistical information of the number of COA looked at, if they were approve or denied and a commitment letter signed by him and the mayor. Trotter said that he will provide the state an updated resume from each board member. Trotter would be emailing the board members a request to get their updated resume which needs to cover educational background, work experience, demonstrate personal interest and preservation through volunteerism, organizational memberships, and or other activities and accomplishments for citizens without an existing professional resume, a brief outline covering these three points is acceptable. Trotter said that his deadline is May $3^{\text {rd }}$ and two weeks before the due date he would have everything wrap up.

Trotter said that speaking of one of the elements which is continuing education; he sent out the educational opportunity that Parcell highlighted for him which he had seen but he had not registered from NAPC from alternative materials. Trotter pointed out the attendants: him, Linley, and Kevin. Trotter stated that the seminar was really good and printed out the handout for the board members. Trotter said that he encourage the members to look at it since the seminar was recorded and it was only one hour and half long.

Linley said that the recording of the seminar is email the next day about five o'clock and that allows you to keep the recording. Linley stated that she kept the artwork seminar for future reference because of our recent mural.

Trotter said that the commission is working in updating the zoning, subdivision, and preservation ordinance into the unified development ordinance document. Trotter stated that they are working through the zoning, done with the subdivision and it was the board's turn. Trotter said that he would request a late afternoon work session with the board members, Parcell and the consultants from Indianapolis which would take about couple hours to run through the outline of what they know and what they need to cover. Trotter said that he would be emailing a doodle poll to the members with a handful of dates for them to click on their availability and he will choose the one that the majority selected. Trotter said that if he was unable to send the doodle poll he would just do it through an old fashion email with the dates in it.

Trotter said that Parcel's contract was approved and she can send her first invoice for the first half of the year.

## Adjournment:

Linley said that she would accept a motion to adjourn the meeting at $7: 16 \mathrm{pm}$. Motion made Zimmerman, seconded by Whitmer; motion carried.

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.
 515 East, LP by Legacy25 \& RealAmerica Development Owner's Name File Number

24-COA-03
$\qquad$
$\qquad$
Address 8250 Dean Rd Indianapolis, IN 46240
Date 4/4/2024
Zip Code 46240 Phone: Home $\quad$ Work $\qquad$

## ADDRESS WHERE WORK IS TO BE DONE <br> 515 EAST STREET

Existing Use of Structure (residential, commercial, etc.) COMMERCLAL
Proposed Use of Structure MulTI. FAMILY Housing
Description of Project:
DEMOATION of EXSTING STRUCTURE. CONSTRJCTION OF A NEW LOI. INTT MULTI. FAMILY APARTMENT BUILDING WITY COMMERCIAL TENANT SPAYE. MATERWLS SHAU INCLIDE MAJORTIY OF MASONRY, A SMALLER PERCENTAGE OF FIBER CEMENT BOARD PANELS ON NON. FRONTAGE EUEVANONS, FEATURE STBREFRONT CASING AT THE COMMERCLA TENANT SPAEE, A DOG RUN AND PICNIL/GRIL AREA FOR RESIDFNTS, PRIVARE ROOF DECK, AND PARKING. PROPOSED ARTWORK WCWDES A MURAL ON AN EXISTINE RENANING WARL AND GAOT SIUY PANTED AEOVE THE ROOF DECK

The following documents must be submitted:
$X$ Site Plan $X$ Legal Description $X$ Photographs X Building Plans
$X$ Samples/Swatches $X$ Other EXTERTR RENDERIMCS

Signature of Owner: $\qquad$ Date: 4/4/24

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 Section／Plat
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 Year： 2023 Exempt，Charitable Organization 089 sselo Kıadord Routing Number Tax ID：
0605 H Local Parcel Number
 General Information
Parcel Number

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## 515 EAST - ELKHART COA APPLICATION

Prepared For:
RealAmerica LLC 8250 Dean Road Indianapolis, IN 46240


Client
Mike Surak
8250 Dean Road
Indianapolis, IN 46240

PROJECT
515 EAST
515 East Street Elkhart, IN 46516
drawing title
COVER SHEET
drawing date
04/04/2024

SHEET NUMBER

| SITE PLAN LEGEND | GENERAL NOTES |
| :---: | :---: |
| 1. BIKE RACKS <br> 3. ROOF TOP DECK ABOVE 2ND STORY <br> 4. COMMUNTTY ROOM <br> 5. ELEVATOR PENTHOUSE <br> . DUMPSTER <br> 8. NEW PARKING LOT (24 SPACES) <br> 9. NEW STREET PARKING (5 SPACES) <br> 11. BENCHES | UNITS/MIXES: 61 TOTAL <br> 1BR - 20 UNITS 2BR - 41 UNITS <br> UNITS/SQFT GROSS <br> 1 BR - 821 GROSS SQFT <br> 2 BR - 1014 GROSS SQFT <br> PARKING: 28 <br> STANDARD SPACES - 23 HANDICAP SPACES - 5 <br> 1 COMMERCIAL SPACE <br> SITE $=1.11$ ACRES |



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\checkmark 1 \frac{\text { OVERALL SITE PLAN }}{1 "=30^{\prime}-0 "}
$$



SECOND FLOOR OVERALL BUILDING
$\theta 2$
2. PLAN

(1) $\frac{\text { FIRST FLOOR OVERALL BUILDING PLAN }}{1^{\prime \prime}=30^{\prime}-0^{\prime \prime}}$

PROGRESS |STUDIO
220 North College Avenue, Indianapolis, IN 46202 317-978-1100 www.theprogressstudio.com

## CLIENT

Mike Surak
8250 Dean Road
Indianapolis, IN 46240

Project
515 EAST
515 East Street
Elkhart, IN 46516

DRAWING TITLE
OVERALL BUILDING

04/04/2024


(2) 2 BEDROOM TYPE B UNIT PLAN

3/16" = 1'-0"

(1) 1 BEDROOM TYPE B UNIT PLAN $3 / 16 "=1$ '-0"

PROGRESS $\mid$ STUDIO
220 North College Avenue, Indianapolis, IN 46202
220 North College Avenue, Indianapolis, IN 46
$317-978-1100$ www.theprogressstudio.com

CLIENT
Mike Surak
8250 Dean Road
Indianapolis, IN 46240

PROJECT
515 EAST
515 East Street
Elkhart, IN 46516

DRAWING TITLE
UNIT PLANS - TYPE B
dRawing date
04/04/2024

(2) 2 BEDROOM TYPE A UNIT PLAN
(1) BEDROOM TYPE A UNIT PLAN
$3 / 16$ " = $1^{\prime}-0 "$

UNIT PLANS - TYPE A


(1) NORTH ELEVATION - ENLARGED
$1 / 8^{\prime \prime}=1^{\prime}-0 "$

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## CLIENT

Indianapolis, IN 46240

## PROJECT

515 EAST
515 East Street Elkhart, IN 46516

DRAWING TITLE
ENLARGED ELEVATIONS DRAWING DATE
04/04/2024

EXTERIOR FINISHES
LEGEND

1. RED BRICK

RED BRICK
BROWN BRICK
BROWN BRICK
AWNING POSTS - METAL
5. CEMENT BOARD PANEL
6. ALUMINUM STORFRONT - BLACK
7. CASEMENT WINDOW - TAN
8. DOUBLE HUNG WINDOW - TAN
9. METAL DOORS - BLACK
10. METAL HADNRAIL-BLACK 11. CORNICE - EIFS - GREY
12.

(1) EAST ELEVATION - ENLARGED
1/8" = 1'-0"

PROGRESS |STUDIO
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Mike Surak
8250 Dean Road
Indianapolis, IN 46240

PROJECT
515 EAST
515 East Street Elkhart, IN 46516
dRAWING TITLE
ENLARGED ELEVATIONS dRAWING DATE
04/04/2024


drawing title RENDERS

515 East Street
Elkhart, IN 46516
drawing date
04/04/2024

Sheet number
A3.1

drawing title RENDERS

04/04/2024

SHEET Number
A3.2


PROGRESS |STUDIO
220 North College Avenue, Indianapolis, IN 46202 220 North College Avenue, Indianapolis, $\mathbb{N} 46$
317-978-1100 www.theprogressstudio.com

## CLIENT

Indianapolis, IN 46240

PROJECT
515 EAST
515 East Street
Elkhart, IN 46516
drawing title PRECEDENT IMAGERY drawing date
04/04/2024

Sheet number
A4.1


PROGRESS | STUDIO
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Client
Mike Surak
8250 Dean Road
Indianapolis, IN 46240

PROJECT
515 EAST
515 East Street Elkhart, IN 46516
drawing title EXISTING CONDITIONS drawing date 04/04/2024
sheet number
A4.2

# Elkhart Historic \& Cultural Preservation Commission CERTIFICATE OF APPROPRIATENESS <br> Community Preservation Specialist - Staff Review 

Application Number: 24-COA-03
Applicant's Name: 515 East, LP by Legacy 25 \&RealAmerica Develoopment
Property Address: 515 East Street
Local Landmark or District: State \& Division Local and National Register Historic Districts
Rating: Non-Contributing
Architectural Style:
Architect/Builder: Progress Studio
Date Constructed: not yet built

Description of proposed project: The owner proposes to construct a new 61-unit multi-family apartment building with commercial tenant space. Materials shall include majority of masonry, a smaller percentage of fiber cement board panels on non-frontage elevations. Features: storefront casing at the commercial tenant space, a dog run, and picnic/grill area for residents, private roof deck, and parking. Proposed artwork includes a mural on an existing retaining wall and ghost sign painted above the roof deck.

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 515 East Street.

Applicable Guidelines: Differentiate new work form the existing historic architecture and design it to be compatible with existing massing, size, scale and architectural features in order to protect the historic integrity of the district and its environment. The height of a new structure and its height to width proportions should be consistent with adjacent buildings in the district. Building materials used on a new structure should be compatible in scale, texture and color with adjacent structures.

## STAFF RECOMMENDATION:

The proposed traditional design with masonry exterior, proportion, style, and placement of windows, and first-floor commercial storefront area blends well with existing architectural styles in the State-Division Historic District. While the scale of the building is greater than surrounding buildings, the new building will be at a lower elevation than the adjacent two- to two-and-a-half story residences on Division Street, minimizing the height difference and visibility of the proposed development. East Street between Division Street and the Elkhart River were historically manufacturing facilities, so buildings in this area were typically of a different character than the residential neighborhood to the south. Window style, material, and manufacturer are currently unknown. Staff recommends approval of the new construction as submitted, with condition of staff approval of final window selection.

