

Elkhart Historic & Cultural Preservation Commission

Regular Meeting Thursday, May 20, 2021

Call to Order:

Ann Linley called to order the Elkhart Historic & Cultural Preservation Commission Regular Meeting for Thursday, May 20, 2021 at 7:03 pm.

Roll Call:

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

Absent: Luke Lefever.

Approval of Agenda:

Ann Linley asked for a motion to approve the agenda as presented, agenda was unanimously approved.

Approval of Minutes:

Ann Linley gave everyone a minute to look over the set of minutes from Thursday, April 15, 2021. First the planning session, there was one correction to the spelling of Ms. Linley's name in the last paragraph.

Ann Linley said she would accept a motion to approve the planning session minutes, with correction, from April 15, 2021. Motion made by Bill Zimmerman, seconded by JA Whitmer; motion carried.

Ann Linley said she would accept a motion to approve the regular session minutes from April 15, 2021. Motion made by Bill Zimmerman, seconded by JA Whitmer; motion carried.

Financial Report:

Eric Trotter said he has received the signed contract back for Deb Parcell's services and as soon as he receives the first invoice, the Commission will be able to pay.

Hearing of Visitors:

N/A

Old Business:

A: Neighborhood Update/Progress Review/Nominations

Deb Parcell said that the groundbreaking for the Lacasa Info. Project had been held. She also mentioned there were tours of 146 State St., and they have started to frame in the rooms, they have a few new windows and you can now tell where the bathrooms and kitchen are going. They have preserved much of the woodwork and are looking towards work on the porch.

Draft of Rules Procedure:

Eric Trotter presented the latest version of the draft rules of procedure. He asked the Commission to review and make comments. Ann Linley said she would forward her comments to Mr. Trotter.

New Business:

A: 21-COA-06, 425 State St., Remove and replace shingles

Ann Linley said because the applicant was not there it could be problematic. Eric Trotter said he had spoken to the applicant and she could not attend due to COVID related issues but she had made contact with him by phone. He also spoke to Deb Parcell and she will present the staff report.

Description of structure:

The subject property is a 1-story bungalow set upon a concrete block foundation with an asphalt shingle gable roof. A porch with iron railing and hip roof spans the façade. Windows are 1/1 double hung with aluminum storms.

Alterations:

Walls have been covered with aluminum siding.

Description of proposed project:

Remove old and install new Certain Teed Landmark architectural shingles (six nails per shingle).

Deb Parcell said the property is 425 State Street, and it is a contributing rated California bungalow circa 1920. Overall the proposed project meets most aspects of the historic district guidelines, the proposed roofing material matches existing in composition size and texture. The change from 3-tab to architectural style will provide a look more in keeping with the historic district. While the blue grey color is a change from the current grey it is not inappropriate to the style of house.

Staff recommendation:

Approval as submitted.

Ann Linley confirmed with Eric Trotter there were no issues in proceeding without the homeowner and then asked for a motion to approve based on staff recommendation. JA Whitmer made a motion to approve 21-COA-06 as recommended by staff, seconded by Aaron Mishler; motion carried. 21-COA-06 was approved.

B: 21-COA-07, 324-326 State St., Exterior painting

Ann Linley said there was a note indicating the project is going to be delayed, she wanted to know if the homeowner wished to table her application. Deb Parcell said the homeowner was not sure how long it would be because she was having trouble finding a contractor and she felt there were more pressing issues with the house that she would like to invest her money in. Eric Trotter recommended the petition be withdrawn. Ms. Linley said 21-COA-07 becomes a voided number.

C: 21-COA-08, 419 Division St., New roof on house and garage.

Description of structure:

The subject property is a single-story house with gabled roof clad in asbestos shingles set upon a brick foundation. Walls are clad with wood clapboard siding. Windows are 1/1 double-hung. An enclosed brick porch with hip roof spans the front façade.

Alterations:

Description of proposed project:

To replace the roof on house and garage, put on new gutters and down spouts. Shingles are 3-tab black at Menards.

Deb Parcell said she had worked extensively with the homeowner over the last couple of years on the roof, and they were not present because there was some misunderstanding on when the meeting was supposed to occur but she felt confident in presenting the staff report without issue.

Deb Parcell said the property is 419 Division Street, and it is a contributing rated California bungalow circa 1920. The proposed project is to replace roof on the house and garage and put on new gutters and down spouts; the shingles they are proposing to use are 3-tab black shingles from Menards. The evaluation of the project: the existing shingles were laboratory tested and were confirmed to be asbestos. They are extremely deteriorated as of two years ago when the sample was taken. A 3-tab shingle would look very similar to the original shingle while being a modern material. Currently the gutters are half rounded but the down spouts are not, they've been replaced in the past so they are more the case style aluminum gutter. Although half round gutters and down spouts were typical for the period of construction, replacing all the gutters and down spouts on the contributing rated property with K style could be considered, it won't be a serious change because the gutters are only along the side so you don't see them from the street. JA Whitmer asked if you could see the profile, Ms. Parcell said you could see the profile but not very well. Ann Linley asked about environmental issues in getting rid of asbestos. Ms. Parcell stated because the homeowner is doing the work they can remove the shingles, bag them up, tape them and send them off. Ms. Whitmer asked if the homeowner was planning to do the work themselves. Ms. Parcell said the family was doing the work. Ms. Whitmer asked if they were aware of the disposal restrictions. Ms. Parcell indicated that she had talked to them about it. Ms. Whitmer asked that the information be given to the homeowner in writing and Ms. Parcell agreed. Bill Zimmerman asked if the homeowner was aware of the timeline in getting the work done. Ms. Parcell indicated they were aware of the timeline and they were anxious to get started.

Staff Recommendation:

Approval as submitted.

Ann Linley asked for a motion to approve based on staff recommendation. Bill Zimmerman made a motion to approve 21-COA-08 as recommended by staff, seconded by Aaron Mishler; motion carried. 21-COA-08 was approved.

Announcements:

Eric Trotter made available to the Commission a number of new pamphlets and brochures he had received in the mail.

Ann Linley made available to the Commission a recording from the National Alliance of Preservation Commissions titled Outreach Strategies for Historic Preservation Commissions. She has also signed up to participate in a webinar titled Preserving the 1970s and 1980s.

Deb Parcell mentioned that said there is a Historic Preservation Education Grant that is a matching grant that could possibly be used to have the Commission's guidelines translated to Spanish. The grant comes out twice a year in February and September and provides up to \$2500.00. The request must be made by the end of September and she would send the link with the information.

Adjournment:

Ann Linley said she would except a motion to adjourn the meeting at 7:29 pm. Motion made by Aaron Mishler, seconded by Bill Zimmerman; motion carried.

A handwritten signature in cursive script, appearing to read "Ann G. Linley", is written above a horizontal line.

Ann Linley, Chair