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## **HISTORIC PRESERVATION COMMISSION**

**Monday, September 22nd, 2025 – 6:00 P.M. (LOCAL TIME)**

**Common Council Chambers City Hall, 100 East Michigan Boulevard**

### **- M I N U T E S -**

- **CALL TO ORDER:** The meeting was called to order by Ms. Dalton.
- **ROLL CALL** by Ms. Wendy Vachet (Director of Public Works, non voting):
  - Present were Ms. Joyce Dalton, Mr. William Espar, Ms. Sheree Wilson, Mr. Lawrence Zimmer, Ms. Pat Matsey, Ms. Dee Haddad, Ms. Rose Tejeda, Ms. Deb Parcell (Indiana Landmarks Advisor, non-voting), and Mr. Steve Hale (Legal Advisor, non-voting).
  - Not present were, Ms. Amy Bowman, Mr. Hurt, and Mr. Greg Coulter (City Council Liaison, non-voting).
- **APPROVAL OF TODAY'S AGENDA:** No motion was made to approve the agenda.
- **APPROVAL OF MEETING MINUTES FOR AUGUST:**
  - Mr. Espar made a motion to approve the minutes. Ms. Wilson seconded, and all members present voted in favor.
- **STATEMENT OF PURPOSE:** Read by Ms. Matsey
- **CORRESPONDENCE:** None
- **CERTIFICATES OF APPROPRIATENESS (COA):**
  - COA #2025-039 – 227 W. 10th – Siding
    - Ms. Parcell reported that existing siding is not original to the house and is deteriorating.
      - James Hardie fiber cement siding and trim are on the pre-approved materials list.
      - Siding and trim should be smooth surface (not textured).

- Ms. Parcell recommended approval of replacing the existing asphalt shingle siding with the condition of smooth (not textured) surface on all materials.
- Mr. Hale asked whether the approval needs to include Hardie siding.
- Ms. Parcell explained that while not particularly, the material has been pre-approved by the Commission and could qualify for staff approval if the material is equal or equivalent.
- Mr. Zimmer asked about color selection. Ms. Parcel responded that the trim will be white, the siding will be beige James Hardie, and the 4/4 trim with a smooth texture will be acceptable.
- Mr. Zimmer also asked about the enclosure around the double front doors. Ms. Parcell stated that, unfortunately, the Commission does not have authority over that.
- Ms. Matsey made a motion to approve the replacement of the existing asphalt shingle siding with smooth, non-textured Hardie material. Ms. Wilson seconded, and all present members voted in favor. The motion passed unanimously.
- COA #2025-043 - 831 Franklin - Brick repair
  - Ms. Parcel reported that the damaged brick should be replaced with bricks to match existing as closely as possible in material, color, and texture.
  - Mortar should match existing texture, strength, and joint size and profile.
  - Ms. Parcell recommended approval of replacing the damaged brick and repointing with the condition of matching existing mortar and brick as closely as possible with final approval of mortar and brick by staff.
  - Ms. Vachet commented that she asked Ms. Parcell to review this project closely due to past inconsistencies with tuckpointing.
  - Applicant Gerald Mitchell stated that the same brick used on the front will be applied to the rear of the building (which is not visible) and that Type N mortar will be used.
  - Ms. Parcell noted that if Type N mortar is used, the project could be approved at the staff level.
  - Ms. Wilson made a motion to approve the COA for brick repair using salvaged, like-kind brick from non-visible areas of the building, with Type N or softer mortar. Ms. Matsey seconded. Upon a roll call vote, all present members voted in favor of the motion 7-0.

- **MAINTENANCE REVIEW**

- COA #2025-038 – 818 Franklin – Reroof
- COA #2025-040 – 909 Franklin– Reroof
- COA #2025-041 –718-26 Franklin– Reroof
- COA #2025-042 – 615 Spring Street – Reroof
- Ms. Vachet gave a report on all of the maintenance reviews items. Mr. hale asked for a vote to approve Ms. Vachet's report. Mr. Espar made a motion to approve Ms. Vachet's report and Ms. Wilson seconded. Upon a roll call vote, all present members voted in favor of the motion 7-0.

- **COMMITTEE REPORTS:** None

- **OLD BUSINESS:**

- Ms. Dalton reminded the Commission that the Paint Works event will take place on October 11.
- Ms. Parcell reported that due to a busy schedule, she has not yet begun the surveying work but hopes to start sometime in October or November.
- Ms. Vachet noted that response letters from the Redevelopment Commission (RDC) were included in the meeting packets.
- Ms. Wilson added that the façade grant program has been expanded to cover certain infrastructure improvements. Using The Cellar Door as an example, she explained that the project encountered issues with supply and sewer laterals, and the updated grant program will now help fund similar infrastructure needs connected to eligible buildings.
- Ms. Vachet reviewed upcoming HPC meeting dates for 2026: October 27, 2025, November 17, 2025, December 15, 2025
- Ms. Parcell stated that she spoke with someone from the Central Office regarding the contractor list. She was informed that the list is proprietary and cannot be shared.
- Ms. Vachet expressed concern about the lack of local professionals qualified to do window repair work and said she will continue exploring solutions.
- Ms. Parcell added that it's important to provide training opportunities and encourage both homeowners and contractors to attend window repair workshops.
- Ms. Vachet noted that staff is still scrubbing and reviewing the design guidelines.

- **NEW BUSINESS**

- Implementation of the new fee schedule has been delayed until October 1st, pending activation of the City's Square payment system.
- **COMISSION AND STAFF COMMENT**
  - Ms. Vachet reported that she plans to meet with a historic consultant to review the historic color palette and the period of significance for local districts.
  - Ms. Vachet also stated that she plans to explore potential ordinance updates and clarifications with Mr. Hale.
- **PUBLIC COMMENT**
  - Scott Meland raised concerns about the impact of historic preservation requirements on private property rights. He suggested reconsidering the rule favoring smooth textures over textured materials, noting that weathered cedar wood is typically textured.
  - Mr. Meland expressed appreciation that the Commission is working to provide more resources for property owners but cautioned that imposing strict requirements without adequate local expertise could discourage participation. He emphasized the need for the Commission to consider whether regulations are helping or hindering property owners.
- **ADJOURNMENT:** Ms. Matsey made a motion to adjourn. Ms. Wilson seconded the motion, and all members present voted in favor.

  
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 Joyce Dalton (Chairwoman)

ATTEST:

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 Gianna Galante (Executive Assistant/HPC Liaison)