



HISTORIC PRESERVATION IN MICHIGAN CITY HISTORIC PRESERVATION COMMISSION

Historic and cultural resource preservation in Michigan City is an important aspect of community development. Chapter 62 of the city's Municipal Code of Ordinances establishes the Historic Preservation Commission (HPC) and how historical preservation and oversight activities are conducted by city staff and HPC members.

"Historic preservation is good for cities... No, not just good, historic preservation is great for cities. The reasons historic preservation is great for cities are multiple, aesthetic, symbolic, cultural, social, educational, economic and others." - PlaceEconomics

The Historic Preservation Commission is concerned with those elements of development, redevelopment, rehabilitation, and preservation that affect visual quality in a Historic District. The Historic District regulations are intended to preserve and protect the historic architecturally worthy buildings, structures, sites, monuments, streetscapes, squares, and neighborhoods of the Historic Districts. Michigan City, Indiana has three designated historic districts:

- Wabash Street Historic District: link to information
 - https://pdfhost.io/v/6aPLwwRCdz_Wabash_Historic_District_LaPorte_County
- Franklin Street Historic District
 - https://pdfhost.io/v/p5xE5xXYds_Franklin_Street_Commercial_Historic_District_nomination
- Elston Groove Historic District: link to information
 - https://pdfhost.io/v/LkFzT9PDhQ_Elston_Grove_HD_LaPorte_Co

All property located within the boundary of any of the city's historic districts is subject to certain State and Local laws that govern property development and improvement, including demolition, new building construction, building repairs, landscaping, signage and other projects, actions, and initiatives that may impact the visual integrity of the district(s).

To find out if your property, or any property of interest, is in a historic district:

- 1) Michigan City Historic Districts: An easy to use mapping tool is available on the city's website: <https://www.emichigancity.com/251/Historic-Review-Board>. PDF of map also available on the city website.





Certificate of Appropriateness Application Instructions

All demolition, construction or property improvement projects located in any of the city's historic districts require review and approval by city staff and/or the Historic Preservation Commission (HPC). A Certificate of Appropriateness is required for moving, demolition, new construction, or a conspicuous change to the exterior of buildings in Michigan City Historic Districts. The certificate is documented in a decision-letter that must accompany all permit applications. For reference, the ordinance states:

- a) The demolition of any building;
- b) The moving of any building;
- c) A conspicuous change in the exterior appearance of historic buildings by additions, reconstruction, alteration, or maintenance involving exterior color change; or
- d) Any new construction of a principal building or accessory building or structure subject to view from a public way.

The contractor or property owner can prepare and submit the certificate of appropriateness application. It is essential that the application provides very clear and concise information about the project (what is being proposed and why) including photos of the existing condition.

All applicants (contractors, property owners, investors, etc.) should refer to Michigan City's adopted Historic Design Guidelines. Information regarding the proposed 'improvements' is also important (photos, brochures, specs, etc.) including proposed color palettes and materials (wood, vinyl, composite, aluminum). Historic color palettes are required: <https://www.sherwin-williams.com/en-us/color/color-collections/architectural-paint-colors/craftsman-design-exterior-paint-colors>. These colors can be matched by any paint manufacturer.

For more information on the COA application process, please refer to the Michigan City Historic Preservation page.

Once your application is complete, please submit it by email to historicroview@emichigancity.com as a single PDF that includes the application, photos, material samples, and any other supporting documentation. Be sure to include your property address in the subject line of the email.

As of September 2nd, COA applications are now \$50. You may either pay in person at the City Hall Building Department or by check made out to the City of Michigan City.

If you need assistance filling out the application or have additional questions, please call (219) 873-1400 ext. 2054.

Certificate of Appropriateness Checklist

1. **Determine whether the property/project is in a designated historic district.**
 - If any of the proposed work involves the exterior and is visible from the public right of way (street), including demolition, new construction, etc. then a completed application for a Certificate of Appropriateness (COA) is required.
2. **Repair and/or Replace (all project types):**
 - For projects that involve the repair of existing materials and elements, or projects that propose to replace existing materials with something different, please provide the following documents to complete the application:
 - Samples, Brochures and/or Links to information, including manufacturer and product name/number, color, material
 - **Photographs** of existing with captions (prefer digital photos submitted with application or email)
 - Detailed customer proposal or similar.
3. **New Buildings/Additions/Moving Buildings:**
 - Floor plan of proposed project, as they relate to fenestration
 - Site plan indicating existing and new locations, dimensions, setback (and existing for moving)
 - Elevation drawings including dimensions and height
4. **Site Work including fences, walls, and landscaping:**
 - Site plan with location/dimensions of proposed work
 - Photo of existing and proposed (sample, brochure)

It is essential that the review understand the existing condition (situation) and what is being proposed. Photographs and a full explanation of what is being proposed are critical.



Certificate of Appropriateness Application

Property information is available via LaPorte County GIS:

<https://beacon.schneidercorp.com/Application.aspx?AppID=205&LayerID=2736&PageTypeID=2&PageID=1527>

Application Number (assigned by staff) _____ Filing Date (assigned by staff) _____

Property Address: _____

Parcel ID: _____ Historic District: _____

Applicant Name: _____ Owner Name: _____

Mailing Address: _____ Mailing Address: _____

Phone Number: _____ Phone Number: _____

Email: _____ Email: _____

Applicant is (check one): ☐ Sole Owner ☐ Joint Owner ☐ Tenant
☐ Agent ☐ Contractor ☐ Other

What do you want to do? Detailed project description:

Why are you proposing the work?

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

- I understand that the approval of this application by City Staff or the HPC does not constitute approval of other federal, state, or local permit applications.
- I understand that I or my representative will need to attend the HPC meeting. If no representation is present at the meeting, the application may be deemed incomplete and may be denied.
- I have reviewed the City of Michigan City's "Historic District Guidelines" in preparing this Application.

Signature of Owner/Applicant

Date

- By signing below, I acknowledge that the Owner of the property has given me permission to submit this application and make decisions and representations about the project on their behalf.

Signature of Representative/Applicant

Date

Historic Preservation Commission

Filing Deadline

December 27, 2024
 January 24, 2025
 February 24, 2025
 March 28, 2025
 April 19, 2025
 May 23, 2025
 June 28, 2025
 July 25, 2025
 August 22, 2025
 September 27, 2025
 October 17, 2025
 November 15, 2025

Historic Preservation Commission

Meeting Date

January 27, 2025
 February 24, 2025
 March 24, 2025
 April 28, 2025
 May 19, 2025
 June 23, 2025
 July 28, 2025
 August 25, 2025
 September 22, 2025
 October 27, 2025
 November 17, 2025
 December 15, 2025

*Dates Subject to Change