

## **Michigan City Historic Preservation Commission (HPC)**

Monday March 24th, 2025, 6:00pm (local time), City Hall; Common Council Chambers, 100 East Michigan Blvd.

--Meeting Minutes--

1. **CALL TO ORDER:** The meeting was called to order by Ms. Joyce Dalton.
2. **ROLL CALL** by Mr. Anthony Hicks: Present were Ms. Joyce Dalton, Ms. Amy Bowman, Ms. Deb Parcell (Indiana Landmarks Advisor, non-voting), Mr. Dan Granquist, Mr. Lawrence Zimmer, Ms. Pat Matsey, Mr. Anthony Hicks, and Mr. Steve Hale (Legal Advisor, non-voting). Not present were and Mr. Greg Coulter (City Council Liaison, non-voting) and Mr. Dwayne Hurt.
3. **APPROVAL OF TODAY'S AGENDA:** All voting members present approved the agenda, with one addition: Mr. Hicks made a motion to revise the agenda to include approval of the January minutes. Ms. Bowman seconded the motion. Following that, Ms. Dalton made a motion to approve Mr. Hicks's revised motion, which included approval of both the January and February minutes. The motion passed unanimously.
4. **APPROVAL OF MEETING MINUTES:** Ms. Martin noted that the Commission had not yet approved the January meeting minutes and requested that the March 4th meeting minutes be tabled, as they had not been received. She recommended a motion to table the March 4th minutes. Mr. Granquist made the motion, and Mr. Hicks seconded it. All members present voted in favor.
5. **STATEMENT OF PURPOSE:** Read by Ms. Matsey
6. **CORRESPONDENCE:** Ms. Martin stated that she had received the correspondence; however, due to non-payment, she was unable to review the application.
7. **CERTIFICATES OF APPROPRIATENESS (COA):**
  - COA 2025-003, 813 Franklin Street – Changes to a storefront
    - Ms. Parcell stated that the Commission granted a 30-day extension at the February meeting. She contacted the petitioner 10 days prior to this meeting and was informed that revised drawings had not yet been received from the architect. No changes were submitted.
    - Ms. Parcell advised that the Commission may either approve the request as submitted, approve with conditions, or deny it.

- Mr. Zimmer made a motion to deny COA 2025-003. Ms. Bowman seconded the motion. All present members voted in favor.
- COA 2025-004 205 East 10<sup>th</sup> Street- New windows
  - Ms. Parcell stated that this property was reviewed at the March 4th special meeting and granted a 30-day extension. No additional information has since been provided.
  - The property owner and his wife, Janet, stated that this was their third meeting seeking approval to replace the windows. They contacted vendors from the list provided by Ms. Parcell, and only two—both from South Bend—responded. Neither had experience repairing historic windows, and their repair estimates were significantly higher than replacement costs. As a result, the owners withdrew their COA application and canceled their contract with Window World.
  - Mr. Zimmer asked for an approximate cost comparison between vinyl and wood windows with aluminum cladding. The owner stated that they were unable to secure a quote for the cladding option.
  - Mr. Hicks asked if the Commission could make an exception to allow vinyl windows. Ms. Parcell replied that while vinyl is not permitted under current guidelines, the Commission has discretion if a compelling reason is provided.
  - Mr. Granquist asked whether withdrawal of the application terminates the process. Mr. Hale confirmed that it does.
  - Mr. Zimmer commented that financial assistance should be made available to owners of historic properties pursuing upgrades.
- COA 2025-009 912 Franklin Street- Store front
  - Ms. Parcell explained that this building is a contemporary structure from around 1955. The proposed renovations include:
    - Replacing doors and aluminum frames with glass, repairing the front façade and installing T-111 siding (not recommended), replacing the soffit with new aluminum, repointing and repainting the brick, painting the building sides, installing new shed-style awnings with Sunbrella fabric, and installing a new blade sign (details not yet submitted).
  - The storefront glass and door replacement are in-kind and may be approved by staff, the existing wood on the upper front façade is deteriorated and needs replacement; however, T-111 siding is generally not recommended or approved by the Commission, recommended alternatives include LP SmartSide, James Hardie, or similar materials, the replacement aluminum soffit may be approved by staff, brick must be scraped and cleaned prior to repainting, the colors must come from the historic palette or equivalent, with final

approval by staff, awnings meet the design guidelines, and the blade sign is denied due to insufficient information.

- Mr. Granquist made a motion to deny use of T-111 siding and the blade sign due to lack of information. Hicks seconded the motion. All present members voted in favor.
  - Mr. Granquist then made a motion to approve the remaining items—storefront glass and door replacement, aluminum soffit, brick repair/repointing and painting, and awning installation—subject to staff approval of the paint color and front façade replacement material. Ms. Matsey seconded the motion. All present members voted in favor.
- COA 2025-10 119<sup>th</sup> East St.
    - Ms. Parcell explained to the commission that this is a non-contributing commercial-style building, circa 1925. The applicant proposes replacing a steel entry door at the rear of the building with a full glass panel door.
    - The existing door is not historic and is located on the rear of the building, the proposed style and material are appropriate for the rear, staff recommends approval as submitted.
    - Petitioner Noel Carlson, contractor and part-owner, stated the glass door would allow more natural light into the rear of the building. Mr. Zimmer asked for the type of glass. Mr. Carlson confirmed it would be a double-pane steel entry door.
    - Ms. Bowman made a motion to approve COA 2025-010 as submitted. Ms. Matsey seconded the motion. All present members voted in favor.

#### **8. MAINTINENCE REVIEW:**

- COA 2025-008 – 801 Franklin Street (Replacement in Kind)
  - Approved by staff.
- COA In Progress
  - Ms. Parcell reported that Nicole Barker, in coordination with Nick D., provided an update indicating that work on the terracotta façades is progressing well.
  - Mr. Zimmer noted that cornices have been installed on the buildings, and there is a lower cornice separating the brick from the stone, which enhances the overall appearance.

#### **9. COMMITTEE REPORTS:** None

**10. OLD BUSINESS:** Ms. Parcell announced that the painting workshop is scheduled for April 19th and requested that the Commission create a Facebook post to help promote the event.

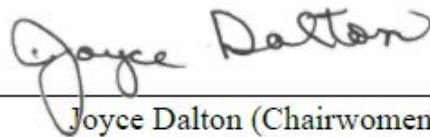
#### **11. NEW BUSINESS:**

- Ms. Parcell reported that she met with Wendy to discuss streamlining the HPC process.
- Ms. Parcell inquired about scheduling the onboarding workshop. Ms. Vachet recommended holding it at the EOC and worked with the Commission to coordinate the date and time. The Commission agreed to hold the workshop on April 14th.
- Mr. Hale informed the Commission that the Planning Department will be providing an updated version of the Rules and Procedures document as part of a broader unification effort.

## 12. PUBLIC COMMENT:

- Mr. Rich Brady appeared before the Commission to seek guidance on his proposed garage project. He shared that he had received only one estimate, totaling \$65,000. Ms. Martin offered to meet with Mr. Carlson to explore alternative options.
  - Mr. Zimmer asked Ms. Parcell if the Historic Preservation Guidelines included information about constructing new structures behind historic buildings. Ms. Parcell responded that the guidelines primarily reference existing garages. Since this would be new construction, it must be compatible with the existing structure and comply with zoning regulations.
  - Ms. Vachet suggested that developing a validated resource list for contractors and vendors would be a valuable topic for the upcoming workshop.

13. **ADJOURNMENT:** Mr. Hicks made a motion to adjourn the meeting. Ms. Bowman seconded, and all present members voted in favor. The meeting was adjourned until Monday, April 28th at 6:00 p.m

  
 Joyce Dalton (Chairwomen)

ATTEST:

  
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Gianna Galante (Executive Assistant/HPC Liaison)