Call To Order

Approval Of Minutes

Approval Of January 27, 2020 Minutes

Documents:

01-27-20 HPC MINUTES.PDF

New Business

Public Relations & Education Committee Report

District Committee Report

COA Committee Report

COA Applications

COA – 424 Main St – Window Replacements

Documents:

COA 424 MAIN STREET.PDF

COA-1001 Main Street – Modification To Fence

Documents:

COA 1001 MAIN STREET.PDF

Other Business

419 Main Street – Emergency Repair - Brick Infill Due To Unforeseen

Documents:

419 MAIN STREET.PDF

Staff Report

Public Comments

Public Statement During COVID-19

In accordance with Governor Holcomb’s Executive Order 20-09 regarding the COVID-19 public health emergency, the Historic Preservation Commission
meeting is being held as videoconference or teleconference meeting. Public comment from citizens who wish to address items on the agenda will be accepted via email to web-ed@lafayette.in.gov no less than one (1) hour in advance of the scheduled start time of the meeting. Such materials will be distributed to the members of the Commission. Virtual options for public viewing will be noted on the agenda found at http://lafayette.in.gov/agendacenter.

Adjournment
Historic Preservation Commission Meeting Minutes  
January 27, 2020 7:00 p.m.  
Lafayette City Hall – Board of Works Room

Commission Members in Attendance: John Burns, Julie Ginn, Kevin Klinker, Sean Lutes, Shawna McCully, Patti Morgan, Amy Paget, Glen Vick and Kurt Wahl

Staff in Attendance: John Collier, Dann Keiser, Michelle Conwell

Guests: Tom Gall, project representative for 521 Main Street; Robert Hockema, owner of 521 Main Street; Ryan Kennedy, owner of 315 Columbia Street

Call to Order
Noting a quorum, John Burns called the meeting of the Lafayette Historic Preservation Commission to order at 7:02 pm.

Approval of the Minutes
Sean Lutes moved to recommend approval of the December 16, 2019 meeting minutes. Julie Ginn seconded the motion. The motion passed unanimously.

New Business
Historic Preservation Commission Committee Assignments
Committee assignments were discussed and all members agreed to remain on their current committees as listed below:

COA Committee:
- Kurt Wahl, Chair
- Julie Ginn
- Sean Lutes

Public Relations and Education Committee (Chair to be selected at its next meeting):
- Kevin Klinker
- Amy Paget
- Glen Vick

District Committee:
- Shawna McCully, Chair
- John Burns
- Patti Morgan

Kevin Klinker moved to approve the Historic Preservation Commission committee assignments. Patti Morgan seconded the motion. The motion passed unanimously.

Public Relations and Education Committee report
No report was made by the Public Relations and Education Committee.

District Committee report
No report was made by the Public Relations and Education Committee.

COA Committee report

COA- 521 Main Street
The first COA is for the renovation of the non-original storefront on 521-525 Main Street, owned by Robert Hockema. With Kurt Wahl, Chair of the COA Committee, acting as the architect and the applicant for this project, Kurt recused himself from voting for this COA at both the COA Committee meeting and this meeting and only presented the information to the other Commissioners. The proposal is to remove the non-original sheet metal on the existing storefront, repair the existing vertical features, including cast iron columns, if still there, provide new storefront doors, windows, transom, sign board and cornice. The
existing storefront is not original so the proposed renovation will re-establish a more traditional storefront consistent with other buildings of that time period and with the adjacent buildings. Mr. Wahl pointed out that a portion of the easternmost column is exposed and appears to be cast iron. He is hopeful the others will be intact behind the storefront as well and can be repaired. If not, the columns will be rebuilt with new materials to match the details of the existing cast iron column. The new windows and doors at the entrances will be Kawneer aluminum doors and windows painted black. Mr. Keiser indicated that since the original storefront is not original, the proposed project is consistent with Secretary of Interior standards. Kevin Klinker moved to recommend approval the 521 Main Street COA. Glen Vick seconded the motion. The motion passed unanimously.

COA- 315 Columbia Street
The second COA is for 315 Columbia Street, owned and presented by Ryan Kennedy. It includes a front (north) and rear (south) façade renovation as well as a third story addition on the alley (south) side of the building that has an exposed west facing wall as well. The 2nd and 3rd floor will be divided into multiple dwelling units while the 1st floor will remain in as-is condition. The first floor storefront will not be altered, but the existing exterior plaster on the upper story north façade will be covered with a grouted thin brick, color to be Ale House. The existing windows on the front of the building will be replaced with Marvin aluminum clad, double hung windows, color to be Bronze. A third floor addition on the west side of the building will be covered with stucco (cement board with a parge coat). Two new Marvin aluminum clad casement windows (color to be Bronze) will be added to south face of the new third floor addition. The four existing windows on the second floor south side will be removed and replaced with two new Marvin aluminum clad casement windows with no trim and will be installed in line with the new windows on the third floor addition. The color of the new windows will be Bronze to match the other replacement windows. The first floor windows and door on the south side will remain. The trim around the existing windows on the first floor will be cedar trim and painted to match the Bronze color. The existing concrete block wall facing west may be painted, but the entire south wall, including the new third floor addition, will be covered with grouted thin brick, color to be Ale House. The COA Committee reviewed this application and recommended approval. Sean Lutes moved to recommend approval the 315 Columbia Street COA. Patti Morgan seconded the motion. The motion passed unanimously.

Staff Report
John Collier spoke about the upcoming Preserving Historic Places Conference, April 14-17, in South Bend, Indiana. This opportunity would apply toward continuing education credits for Commission members and staff. John Burns, Patti Morgan, Amy Paget and John Collier were interested in attending the Commission Assistance and Mentoring Program (CAMP) pre-conference workshop on Tuesday, April 14. There are two scholarships available to the Commission for those who wish to attend more of the conference seminars.

Public Comment
John Burns asked for additional comments from the public. There were no comments from the public.

Adjournment
There being no further business to bring before the Commission, Julie Ginn moved to adjourn the meeting. Sean Lutes seconded the motion. The motion passed unanimously and the meeting of the Historic Preservation Commission was adjourned at 7:47 pm.

Respectfully submitted
Michelle Conwell, Recording Secretary

Approved: _______________________

Glen Vick, Secretary

Historic Preservation Commission
LAFAYETTE HISTORIC PRESERVATION COMMISSION
515 Columbia Street  Lafayette, IN 47901  765-807-1090
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Date Received: _______________  Date Approved COA Expires: _______________
LOCAL HISTORIC DISTRICT OF PROJECT__________________________
___ Approved, ___ Approved with Amendments, ___ Denied, ___ Tabled, ___ Withdrawn by Owner
Approved By: ____________________________________________  Date: _______________

ADDRESS OF PROJECT:  124 Main Street, Lafayette
Brief description of proposed work:  (Please PRINT CLEARLY or TYPE)
____ Repair/Replace 2nd story windows with new wood replacement windows on 3rd floor (see attached photos)

What are the approximate start and finish dates of the proposed work?
Start _______________  Completion _______________

Present use of property:  Accountant Office
Proposed use of property:  Same

APPLICANT  (Please PRINT CLEARLY or TYPE)

Name:  Dale Webster  Mailing Address:  128 N 3rd St, Lafayette, IN 47901
Phone:  765-423-4494  E-Mail  websteer.dw@earthlink.net
APPLICANT relationship to Owner  __ Contractor,  __ Architect,  __ Realtor,  __ Agent,  __ Other

PROPERTY OWNER  (Please PRINT CLEARLY or TYPE)

Name:  
Mailing Address:  
Phone:  
E-Mail:  

CONTRACTOR  (Please PRINT CLEARLY or TYPE)

Name:  
Mailing Address:  
Phone:  
E-Mail:  

CONTACT PERSON:  
E-Mail:  

ESTIMATED COST OF PROJECT:  

The Lafayette Historic Preservation Commission is a nine-member board who meets monthly to review the COA applications that are subject to commission review. The Lafayette Historic Preservation Commission cannot render judgment nor process an Application without the specific documentation listed below. It is the Applicant/Owner who must provide comprehensive documentation of the proposed project with adequate information so that there is a complete understanding of the project for the commissioners and staff when rendering a decision. Applications will NOT be processed without all required or requested documentation. An incomplete COA application may delay the COA review process.

These items must have been completed before submitting application: (Please check yes or no below)
1. Are all zoning approvals met and in compliance for the proposed work? Yes____ No____
2. Are there any Variances pending or necessary for the proposed work? Yes____ No____

Documentation to be submitted with application: (Minimum requirements for all COA Applications)
(Please place a check-mark at each listed item below that you include with this application)

___Photos of building exterior (all visible elevations) maximum of 4 photos to a 8 1/2"x11" sheet
___Complete drawings of proposed project
___Floor plans of affected levels
___Exterior elevations of all areas where work will occur (minimum 11"x17" sheet)
___Signed application
___Site plan (If project affects ground floor exterior)
___Sample or brochure plus specifications and color samples of all permanent materials to be used
___Written description of proposed project and 1 set of full-sized plans
___Photos of adjacent or attached structures showing locations of connection
___Electronic versions of complete drawings of the proposed project are acceptable

NOTE: See categories below for specific projects and additional documentation as applicable.

WINDOW PROJECTS (Additional Documentation)
(Check-mark all that apply)
___Elevation drawings of each window type
✓ Window section drawing(s): with head, sills, jambs, mullion, and muntins with all dimensions
✓ Condition statement of existing windows describing the type and extent of deterioration for windows to be removed or replaced. If replacement windows are proposed, submit photos showing condition and extent of deterioration.
___Note indicating whether or not windows are original
___Note on plan and elevations which windows are new and which are original to remain
___Note materials to fill in opening and indicate structure to be removed if applicable

DOOR(S) PROJECTS (Additional Documentation)
(Check-mark all that apply)
___Close–up photo(s) of the existing door(s) to be replaced and photos of doors on adjacent buildings
___Condition statement of the existing doors describing the type and extent of deterioration
___Door elevation drawing(s) of each door type
___Door section(s)
___Note on plan and elevations which doors are new and which are original to remain
SIGNAGE (Additional Documentation)
(Check-mark all that apply)
_____ Color photo(s) of the entire building with proposed location of the signage indicated.
_____ Close-up photo of the proposed signage location
_____ Detailed drawings showing the dimensions of the sign and how it will be attached to the building
_____ Description of the proposed sign and bracket materials, dimensions, sign lettering, signage lighting, and method of attachment to the building. We recommend you use existing holes where possible. If new anchorage holes are necessary, place anchorage in existing mortar joints and avoid damaging existing bricks and permanent exposed building materials.

Please note: Signage area and permits must be approved by the City of Lafayette Engineering Department.

STOREFRONTS/FACADES, AWNINGS, SHUTTERS, AND OTHER ARCHITECTURAL ELEMENTS (Additional Documentation)
(Check-mark all that apply)
_____ Clear description, photos and elevation drawings of proposed signage, lighting, awnings, security systems, and accessibility provisions (i.e. lifts, ramps, handrails etc.).
_____ Color photos/elevations showing storefront/ façade of all floors as they relate to all proposed work.
_____ Drawings specifying the plan, section, and construction details.

NEW CONSTRUCTION, ADDITIONS, GARAGES, AND CARRIAGE HOUSES (Additional Documentation)
(Check-mark all that apply)
_____ Same requirements as listed on page 2 under Documentation to be submitted with application

STOOPS, STEPS, FENCES, HANDRAILS, PORCHES, AND BALCONIES (Additional Documentation)
(Check-mark all that apply)
_____ Color photos and construction plans detailing the location of the proposed stoops, steps, fences, handrails, porches, and balconies.
_____ Drawings specifying the proposed work, construction details, and installation method for all improvements under this section.
_____ Drawings of existing conditions without the proposed work

ROOFS (Additional Documentation)
(Check-mark all that apply)
_____ Color photos detailing the location of the roof(s)
_____ Drawings specifying the plans, construction details, and installation methods.

STREETS CAPING (Additional Documentation)
(Check-mark all that apply)
_____ Drawings and specifications of proposed site plan, including trees, plantings, grates, sidewalk amenities, signage, artwork, sculptures, fountains, benches, tables, seating, etc.
_____ Drawings of the existing conditions without the proposed work
Please note: If the COA is approved, any changes or amendments to the approved COA will require additional review by City staff or the Historic Preservation Commission. An approved COA is valid for 12 months from the date of approval of the COA. After 12 months COA application must be resubmitted and reapproved by the HPC or Staff to continue the project.

REQUIRED SIGNATURE: The undersigned certifies that the statements set forth in this application including all drawings and specifications submitted herewith are true and correct, and agrees that the proposed improvements described in this application will be constructed in all respects in accordance with the approved COA as specified in the application, drawings and specifications submitted herewith. The undersigned further agrees to abide by any amendments approved to be part of this project by the Lafayette Historic Preservation Commission or Staff.

Applicant: (Print clearly or type) ________________________________ Dole Webster

Signature of Applicant: ________________________________ Date: 3/13/20

Owner Print clearly or type) __________________________________________________________

Signature of Owner (if different): ________________________________ Date: 

APPLICATIONS AND DOCUMENTATION:
Applicant must provide 13 copies of the completed and signed COA Application and all documentation noted to be submitted with COA Application including: Materials to be used, detailed written description of the project with dimensions, drawings to scale, construction methods, finishes, manufacturing procedures and specifications as well as clearly labeled photographs of the building and affected areas. Plus any additional documentation as requested by Staff or the COA Committee. Electronic versions may be submitted if available in addition to the 13 copies noted above. The copies will be supplied to each Commissioner and the City Staff for the Lafayette Historic Preservation meeting.

The Commission follows the Secretary of Interior’s Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings when reviewing applications. Applications should follow these standards and guidelines when applicable. Additional guidelines, Preservation Briefs, Bulletins and “The Resource Guide”, can be accessed on line at www.lafayette.in.gov

Certain work in a Historic District may be approved by the Staff in lieu of being reviewed by the Lafayette Historic Preservation Commission, but the applicant will still be required to submit this application for Staff review with all documentation as noted for the proposed project.

Staff is authorized to approve the following: Signs that comply with the guidelines, Installation of storm windows, Installation of re-skinning of canvas awnings and canopies of a simple design, Installation of historically appropriate hand rails, Temporary removal of historic building components for the purpose of repair, Replacement of roof sheathing when there are no structural changes, Removal of chimneys that are only visible from the rear of a structure, Installation of stained or leaded glass windows, Installation of appropriate historical shutters, Removal of a non-original addition or alteration to a structure, and Extension of an approved COA for up to one additional year if the project scope has not changed. If questionable, please contact Staff to determine whether your project must be reviewed by the Lafayette Historic Preservation Commission.
Replaced windows (3rd floor)
Windows to be repaired/replaced
LAFFYETTE HISTORIC PRESERVATION COMMISSION
515 Columbia Street Lafayette, IN 47901 765-807-1090
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

OFFICE USE ONLY********DO NOT COMPLETE ANY ENTRIES CONTAINED IN THIS BOX********OFFICE USE ONLY

Date Received: 3-10-20

Date Approved COA Expires: ______________

LOCAL HISTORIC DISTRICT OF PROJECT ____________

UPPER MAIN ST.

___Approved, ___Approved with Amendments, ___Denied, ___Tabled, ___Withdrawn by Owner

Approved By: ___________________________ Date: ___________________________

ADDRESS OF PROJECT: 1001 Main St Lafayette IN 47901

Brief description of proposed work: (Please PRINT CLEARLY or TYPE)

If necessary for description please attach additional sheet.

We are proposing an alternate fence that looks more historic than the traditional fence, that the Commission approved as part of their review of the Main St. streetscape. Phase 3 project in October 2019. Fence is black.

What are the approximate start and finish dates of the proposed work?

Start __________ Completion __________

Present use of property: The Cellar Wine Bistro

Proposed use of property: The same

APPLICANT (Please PRINT CLEARLY or TYPE)

Name: The Cellar Wine Bistro (Michelle Wise & Marla Milner)

Mailing Address: 1001 Main St

Phone: 765-404-3064

E-Mail: cellar422wines@gmail.com

APPLICANT relationship to Owner, Contractor, Architect, Realtor, Agent, Other

PROPERTY OWNER (Please PRINT CLEARLY or TYPE)

Name: Julie Ginn

Mailing Address: 115 N 10th St Lafayette IN 47901

Phone: 765-588-6185

E-Mail: jginn@shook.com

CONTRACTOR (Please PRINT CLEARLY or TYPE)

Name:

Mailing Address:

Phone:

E-Mail:

CONTACT PERSON: Marla Milner Phone: 765-491-5671

E-Mail: cellar422wines@gmail.com

ESTIMATED COST OF PROJECT: ____________________________
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These items must have been completed before submitting application: (Please check yes or no below)

1. Are all zoning approvals met and in compliance for the proposed work? Yes  No
2. Are there any Variances pending or necessary for the proposed work? Yes  No

**Documentation to be submitted with application:** (Minimum requirements for all COA Applications)
(Please place a check-mark at each listed item below that you include with this application)

- [x] Photos of building exterior (all visible elevations) maximum of 4 photos to a 8 ½”x11” sheet
- Complete drawings of proposed project
- Floor plans of affected levels
- Exterior elevations of all areas where work will occur (minimum 11”x17” sheet)
- Signed application
- Site plan (if project affects ground floor exterior)
- Sample or brochure plus specifications and color samples of all permanent materials to be used
- Written description of proposed project and 1 set of full-sized plans
- Photos of adjacent or attached structures showing locations of connection
- Electronic versions of complete drawings of the proposed project are acceptable

**NOTE:** See categories below for specific projects and additional documentation as applicable.

**WINDOW PROJECTS (Additional Documentation)**

(Check-mark all that apply)

- Elevation drawings of each window type
- Window section drawing(s): with head, sill, jamb, mullion, and muntins with all dimensions
- Condition statement of existing windows describing the type and extent of deterioration for windows to be removed or replaced. If replacement windows are proposed, submit photos showing condition and extent of deterioration.
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(Check-mark all that apply)

____ Color photos(s) of the entire building with proposed location of the signage indicated.
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Please note: Signage area and permits must be approved by the City of Lafayette Engineering Department.

STOREFRONTS/FACADES, AWRINGS, SHUTTERS, AND OTHER ARCHITECTURAL ELEMENTS (Additional Documentation)

(Check-mark all that apply)

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____ Color photos/elevations showing storefront/ façade of all floors as they relate to all proposed work.
____ Drawings specifying the plan, section, and construction details.

NEW CONSTRUCTION, ADDITIONS, GARAGES, AND CARRIAGE HOUSES (Additional Documentation)

(Check-mark all that apply)

____ Same requirements as listed on page 2 under Documentation to be submitted with application

STOOPS, STEPS, FENCES, HANDRAILS, PORCHES, AND BALCONIES (Additional Documentation)

(Check-mark all that apply)

____ Color photos and construction plans detailing the location of the proposed stoops, steps, fences, handrails, porches, and balconies.
____ Drawings specifying the proposed work, construction details, and installation method for all improvements under this section.
____ Drawings of existing conditions without the proposed work

ROOFS (Additional Documentation)

(Check-mark all that apply)

____ Color photos detailing the location of the roof(s)
____ Drawings specifying the plans, construction details, and installation methods.

STREETSCAPING (Additional Documentation)

(Check-mark all that apply)

____ Drawings and specifications of proposed site plan, including trees, plantings, grates, sidewalk amenities, signage, art work, sculptures, fountains, benches, tables, seating, etc.
____ Drawings of the existing conditions without the proposed work
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Applicant: (Print clearly or type) Mark Milner
Signature of Applicant: Mark Milner Date: 3/5/20
Owner Print clearly or type) Julie Ginn - Ginn Properties LLC
Signature of Owner (if different): Julie Ginn Date: 4/25/20

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1001 Main Street—Proposed change in black, metal fence detail surrounding proposed outdoor dining area.

Previously approved fence design concept

General location of proposed black, metal fence
Proposed black, metal Premier Victoria Fence

1001 Main Street—Proposed change in black, metal fence detail surrounding proposed outdoor dining area.
419 Main Street—Emergency Repair—Brick Infill of Window Opening due to Unforeseen Structural Issue

Modification to a COA that was approved in August 2019. At that time, window was to be restored.

Prior Exterior Condition - Boarded-up window

Prior Interior Condition - Exposed structural issue above window that required immediate attention

Current Condition - Brick infill solution of exterior window completed in late March 2020

West Face—facing alley

April 16, 2020