

LAFAYETTE HISTORIC PRESERVATION COMMISSION

Monday, August 31, 2020

7:00 P.M.

City of Lafayette YouTube channel <https://www.youtube.com/user/CityofLafayetteIN/live>

**Call To Order**

**Approval Of Minutes**

Approval Of June 29, 2020 Minutes

Documents:

[6-29-20 HPC MINUTES.PDF](#)

**New Business**

**Public Relations & Education Committee Report**

**District Committee Report**

Petition To Establish The Local Ebershoff / 914 S. 10th Street Historic District

Documents:

[EBERSHOFF LOCAL DISTRICT.PDF](#)

**COA Committee Report**

**COA Applications**

COA – 1001 Main St – Miscellaneous Items

Documents:

[1001 MAIN STREET.PDF](#)

**Other Business**

**Staff Report**

**Public Comments**

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](mailto: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](http://Lafayette.in.gov/Agendacenter).

**Adjournment**



## Lafayette Historic Preservation Commission Meeting Minutes

June 29, 2020

7:00 p.m.

This meeting of the Lafayette Historic Preservation Commission took place online via GoToMeeting due to the COVID-19 pandemic and Governor Holcomb's shelter-in-place orders beginning Tuesday, March 24. All government offices are closed to in-person public activity until further notice. All nonessential City employees are working remotely whenever possible and are continuing to provide core functions online and by phone. All necessary meetings are being conducted observing safe practices, including conference calls and online streaming (<https://www.youtube.com/user/CityofLafayetteIN/live>).

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: Jacque Chosnek, John Collier, Michelle Conwell, Dann Keiser, (Andy Milam and Rob Blue from City IT Department for technical support)

Guests: Patrick Grimes, Jasmine Norris-Dixon

### **Call to Order**

Noting a quorum, President John Burns called the meeting of the Lafayette Historic Preservation Commission to order at 7:01 pm.

John Collier thanked everyone for joining the online GoToMeeting and gave a brief overview of the online meeting process and stated that all votes must be by roll call to be in compliance with Governor Holcomb's guidelines for online public meetings.

### **Approval of the Minutes**

Kurt Wahl moved to recommend approval of the of the May 18, 2020 meeting minutes. Patti Morgan seconded the motion. The motion passed unanimously by roll call vote.

### **New Business**

Public Relations and Education Committee report

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

District Committee report

#### **1675 Main Street**

A petition to establish the property at 1675 Main Street as the Local Vickery/Norris-Dixon - 1675 Main Street Historic District was submitted by property owners Devin Dixon and Jasmine Norris-Dixon. Jasmine Norris-Dixon spoke about the history of the property and its past owners which included a past City Council president, Jacob Link. The house is an example of Victorian stick style architecture. Dann Keiser, Historic Preservation Officer, confirmed that designation of the property as a local historic district would be appropriate. Amy Paget made a motion to approve the petition, Kevin Klinker seconded. The motion passed unanimously by roll call vote.

#### **324 Tinkler Street**

A petition to establish 324 Tinkler Street as the Local Perrin/Pizzagalli-Silva 324 Tinkler Street Historic District was submitted by property owners Steven Silva and Deborah Pizzagalli-Silva. This property is currently located in the Perrin National Historic District. Shawna McCully presented the petition and supported approval. Dann Keiser stated that the property has maintained its historic features and recommends

approval. Julie Ginn made a motion to approve the petition, Amy Paget seconded. The motion passed unanimously by roll call vote.

#### COA Committee report

#### COA applications:

##### **526 Main St**

This COA, presented by the owner's representative, Patrick Grimes of Cube & Company, is to replace the existing non-original (replacement) aluminum-clad windows on the two upper floors (2<sup>nd</sup> and 3<sup>rd</sup>). The proposed windows are to be Marvin, aluminum-clad, single hung windows (fixed upper sash to look like a double hung window but with operable lower sash). Instead of the existing windows that are 1 over 1, the proposed windows are to be 4 over 4 with an exposed grid, similar to the existing windows on the adjacent building at 530 Main Street. Dann Keiser stated that the windows are compatible with existing windows in the area. Glen Vick made a motion to approve the application, Kevin Klinker seconded. The motion passed unanimously by roll call vote.

##### **530 Main St**

This COA, presented by the owner's representative, Patrick Grimes of Cube & Company, is for the removal of the existing non-original, first floor storefront on 530 Main Street. Renovation of the building is in the early stages so the owner doesn't have finished plans for the new storefront at 530 Main Street completed yet, but he intends to build a new storefront in the future that will be compatible with the historic architecture and similar to the adjacent storefront at 532 Main Street. Julie Ginn made a motion to approve the application, Patti Morgan seconded. The motion passed unanimously by roll call vote.

#### **Staff Report**

John Collier noted that the Historic Preservation Commission Ordinance authorizes staff to approve smaller scale projects on behalf of the Commission without taking them through the normal COA process. Three building signs and one handrail project have been approved by staff. Dann and John approved all projects which included hand railing at Duncan Hall. The railing meets ADA requirements and the matches the details of current railing on the porch. The painted brick signage at Ripple & Co. (1007 Main Street) was previously approved at the July 2019 HPC meeting as part of the new building COA, but a new and separate blade sign that will be attached to the face of the building was not approved at that time so it was approved by staff. Finally, new signage was also approved by staff for two sides of Downtown Dental at 676 Main Street. This signage will be metal with a black matte finish in place of the current bowed plywood signs.

#### **Public Comment**

No public comment was received via email to [web-ed@lafayette.in.gov](mailto:web-ed@lafayette.in.gov) prior to the meeting. (Public comment by email is consistent with Governor Holcomb's guidelines for public comment during the COVID-19 crisis.)

#### **Adjournment**

There being no further business to bring before the Commission, Kevin Klinker moved to adjourn the meeting. Sean Lutes seconded the motion. The motion passed unanimously with a roll call vote and the meeting of the Historic Preservation Commission was adjourned at 7:31pm.

*Respectfully submitted*

*Michelle Conwell, Recording Secretary*

Approved: \_\_\_\_\_

Glen Vick, Secretary  
Historic Preservation Commission

# LAFAYETTE HISTORIC PRESERVATION COMMISSION

## PETITION FOR INDIVIDUAL PROPERTY OWNER'S INCLUSION INTO NEW/EXISTING LOCAL HISTORIC DISTRICT

NEW DISTRICT   X   EXISTING DISTRICT \_\_\_\_\_

I petition the Lafayette Historic Preservation Commission for inclusion into the  
Ebershoff /914 S. 10<sup>th</sup> St Local Historic District.

### Property Legal Description:

Lot numbered Seventeen (17) in Potter and Brockenbrough's Addition to the City of Lafayette, as platted upon a part of the Northwest Quarter of the Southwest Quarter of Section Twenty-eight (28) in Township Twenty-three (23) North, Range Four (4) West. Located in Fairfield Township, Tippecanoe County, Indiana.

Commonly known as: 914 South 10th Street, Lafayette, Indiana 47905

I understand that by signing this inclusion petition form, no notice is required for my property to be designated and included in a local historic district.

<u>LISA KAREN HARTMAN &amp; Ken Thompson</u>	<u>914 South 10<sup>th</sup> Street</u>
<b>Name (Print)</b>	<b>Property Address for Inclusion</b>
<u>Lisa Karen Hartman &amp; Ken Thompson</u>	<u>914 South 10<sup>th</sup> Street</u>
<b>Name (Signature)</b>	<b>Property Owner's Address</b>
<u>7-26-20</u>	<u>79-07-28-300-013.000-004</u>
<b>Date</b>	<b>Key # of Property for Inclusion</b>
<u>(705) 426-2057</u>	<u>itsvs@purdue.edu</u>
<b>Telephone</b>	<b>Email</b>

Received and agreed to by: \_\_\_\_\_  
President, Lafayette Historic Preservation Commission

Date: \_\_\_\_\_

**BOUNDARY & IMAGES OF LOCAL EBERSHOFF / 914 S. 10TH STREET HISTORIC DISTRICT**



**PLAN VIEW**

**Ebershoff / 914 S 10th Street  
Local Historic District**

IMAGES OF LOCAL EBERSHOFF/ 914 S 10TH STREET HISTORIC DISTRICT



EAST SIDE

**IMAGES OF LOCAL EBERSHOFF/ 914 S 10TH STREET HISTORIC DISTRICT**



**WEST SIDE**

**IMAGES OF LOCAL EBERSHOFF/ 914 S 10TH STREET HISTORIC DISTRICT**



**SOUTH SIDE**

**IMAGES OF LOCAL EBERSHOFF/ 914 S 10TH STREET HISTORIC DISTRICT**



**NORTH SIDE**

**IMAGES OF LOCAL EBERSHOFF/ 914 S 10TH STREET HISTORIC DISTRICT**



**EAST SIDE OF GARAGE**

# LAFAYETTE 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: \_\_\_\_\_ Date Approved COA Expires: \_\_\_\_\_  
LOCAL HISTORIC DISTRICT OF PROJECT \_\_\_\_\_  
\_\_\_ 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.

- ① Replace 1 window
- ② Install exterior outlets & gas outlet
- ③ Opening to be trimmed out to look like carriage door

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

Start Immediately Completion October 31, 2020

Present use of property: Multi-use commercial/residential

Proposed use of property: Multi-use commercial/residential

APPLICANT (Please PRINT CLEARLY or TYPE)

Name: Ginn Properties, LLC  
Mailing Address: 115 N 10<sup>th</sup> St. Ste. 1 Lafayette, IN 47901  
Phone: 765-588-6185  
E-Mail: distinctiverentalproperties@gmail.com

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

PROPERTY OWNER (Please PRINT CLEARLY or TYPE)

Name: Ginn Properties, LLC  
Mailing Address: 115 N 10<sup>th</sup> St. Ste. 1 Lafayette, IN 47901  
Phone: 765-588-6185  
E-Mail: distinctiverentalproperties@gmail.com

CONTRACTOR (Please PRINT CLEARLY or TYPE)

Name: Distinctive Rental Properties  
Mailing Address: 115 N 10<sup>th</sup> St. Ste. 1 Lafayette, IN 47901  
Phone: 765-588-6185  
E-Mail: distinctiverentalproperties@gmail.com

CONTACT PERSON: Julie Ginn Phone: 765-479-1349

E-Mail: distinctiverentalproperties@gmail.com

ESTIMATED COST OF PROJECT: \$ 2,500.00

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, 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.
- 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.

**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

**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) Julie Ginn

Signature of Applicant:  Date: 8-2020

Owner Print clearly or type) Same as the applicant

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 brochures 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](http://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.

**APPLICATION SUBMITTAL DEADLINE:**

This COA Application Form and all supporting documentation **MUST** arrive by 12:00 noon on the deadline date established to be considered at the next Historic Preservation Commission Meeting. Any information not provided to staff in advance of the meeting may not be considered by the Commission during their deliberation. Please call if you have any questions and Staff will assist you.

**MEETING ATTENDANCE:**

For COA applications requiring review by the Lafayette Historic Preservation Commission attendance at the Commission Meeting is strongly recommended to present the project and answer questions. The Commission will also hear public comments prior to making a decision on the project. Failure by the Owner, applicant or contractor to attend such meetings may result in denial of the Application due to insufficient presentation.

**INSPECTIONS:**

All projects will be inspected while work is in progress and upon completion of the project to ensure compliance with the approved COA.

Owner acknowledges that while the Lafayette Historic Preservation Commission only considers Certificates of Appropriateness for exterior features, under certain circumstances it may be necessary for the Commission Staff to have access to the interior of the building in order to accurately assess the condition of the exterior feature(s). The lack of access to the interior may prevent the Commission Staff from making a favorable recommendation.

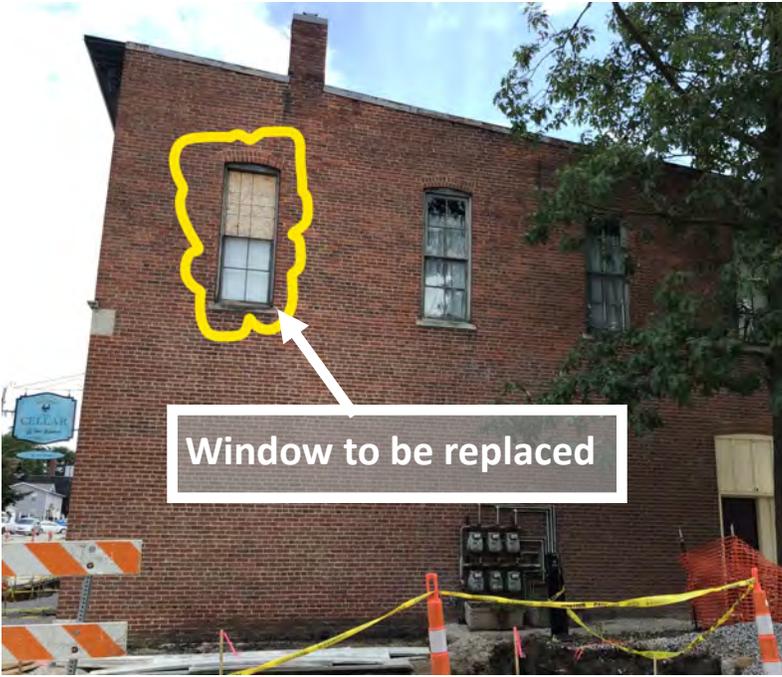
Applicant **MUST** notify the Commission Staff upon completion of the approved COA work for a final inspection of the improvements.

**WORKING WITHOUT A COA / DENIAL OF A COA**

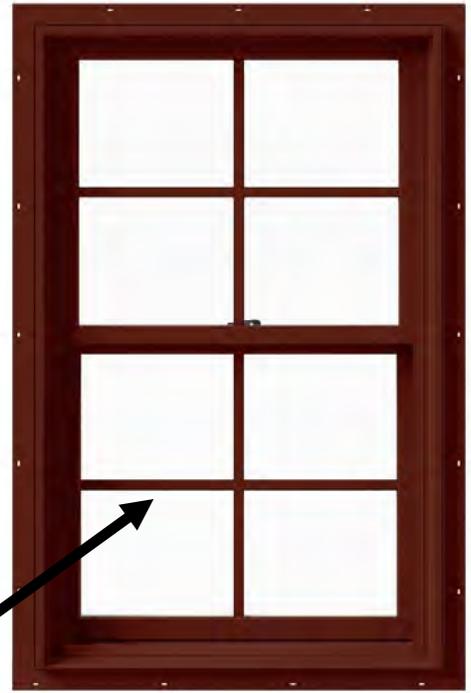
Lafayette Staff inspectors regularly inspect historic properties to ensure compliance with approved Certificates of Appropriateness. When additional work has been commenced without an approved COA, a Staff inspector may issue a stop work order and request that the Owner seek an addendum to the original COA to include any additional work, revisions or changes. Work undertaken without a Certificate of Appropriateness is in violation of Title 12 of the Lafayette City Code, and the Lafayette Historic Preservation Commission may require that unauthorized changes in a historic structure be reversed and or completed in a satisfactory manner. If the work continues, a building official may issue a citation with a fine and the Historic Preservation Commission may institute suit for injunction to restrain the Owner from further violation and to cause the violation to be prevented, abated or removed. Please contact the Staff if there is any question about changing the scope of the work approved.

\*Include here submittal deadline and HPC meeting dates. (Change page numbers as required for pages added if necessary)

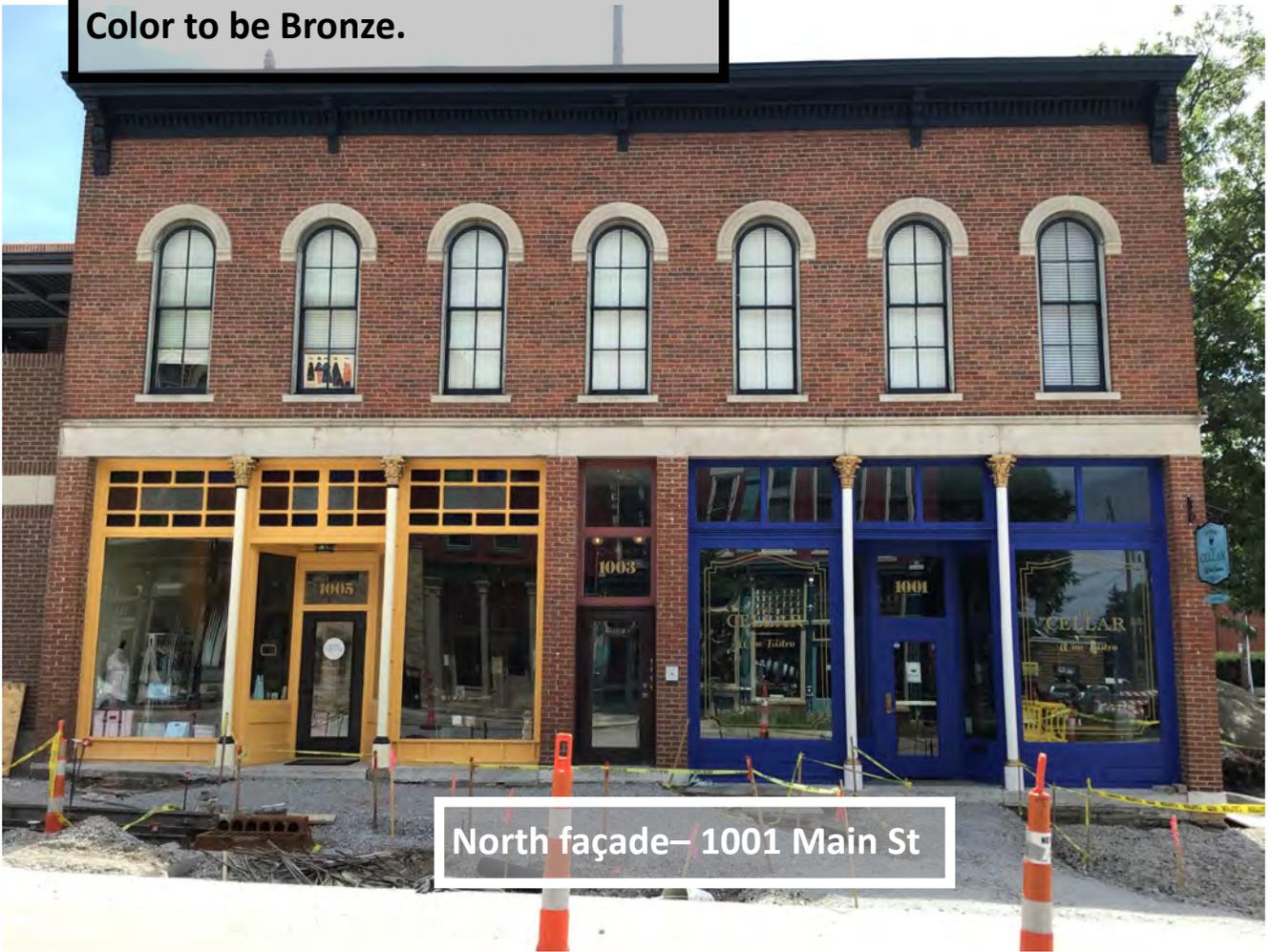
# 1001 Main St—Modifications



Window to be replaced



Proposed Replacement Window—  
Jeld Wen Aluminum –clad window.  
Color to be Bronze.



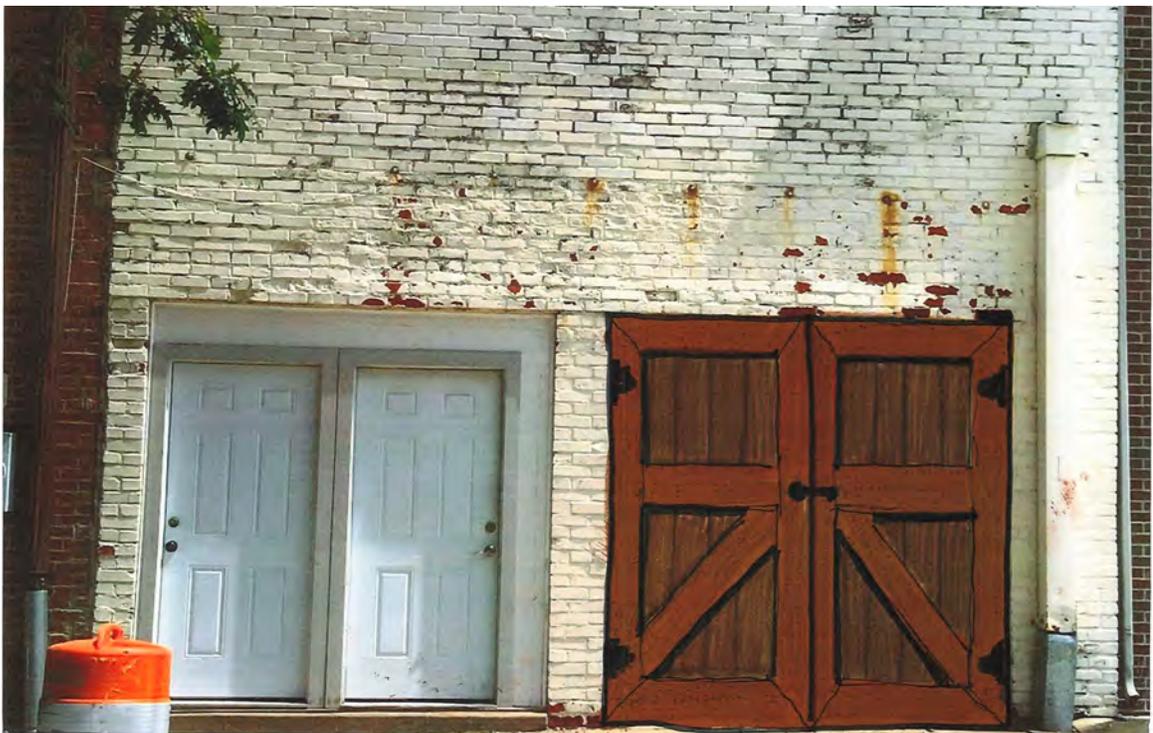
North façade— 1001 Main St

## 1001 Main St—Modifications

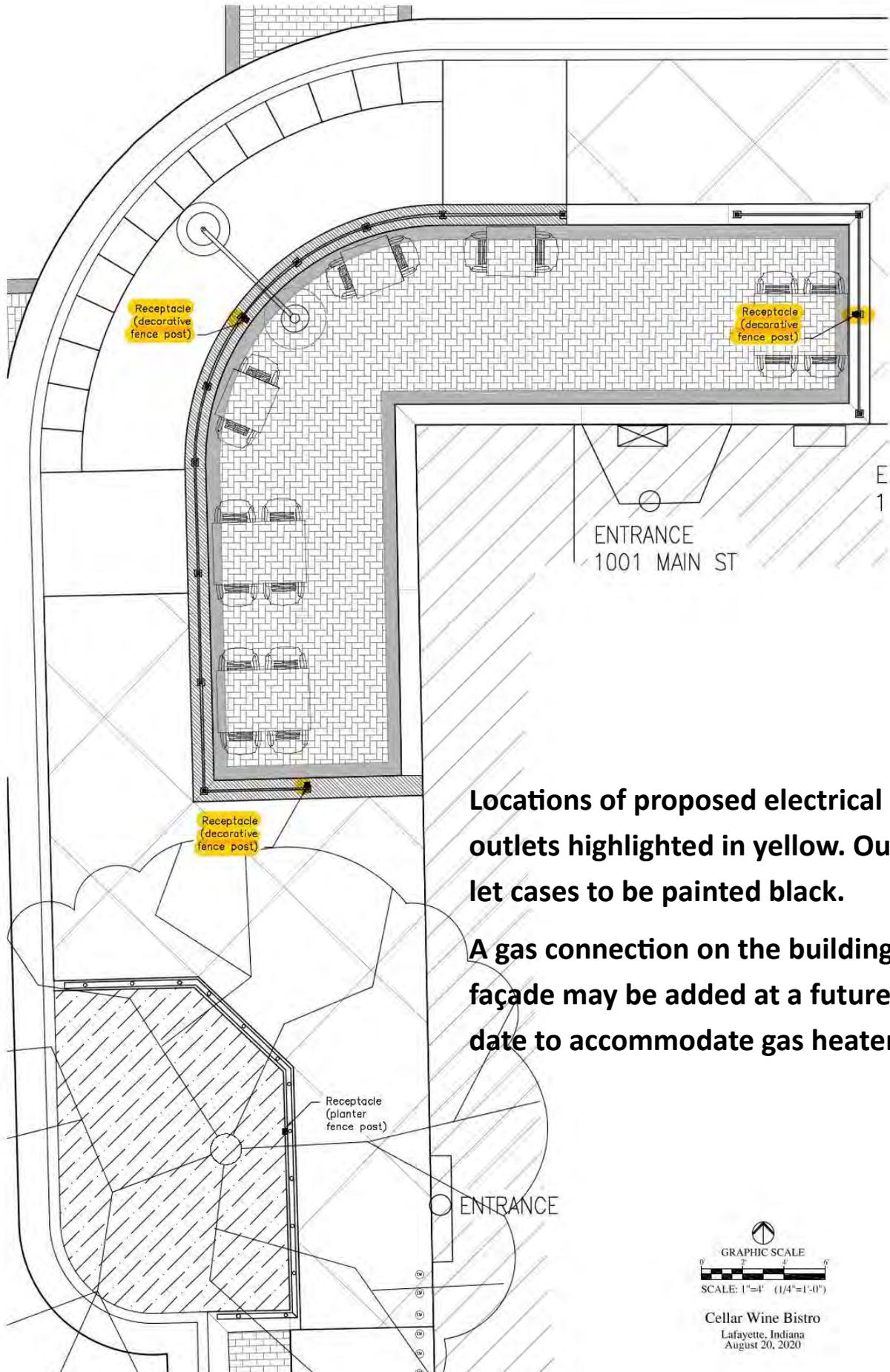
West side—existing conditions with wood paneled opening



West side—Concept of proposed modification to existing wood paneled opening: add trim board and non-functioning door hardware to mimic look of old carriage doors.



# 1001 Main St—Modifications



**Locations of proposed electrical outlets highlighted in yellow. Outlet cases to be painted black.**

**A gas connection on the building façade may be added at a future date to accommodate gas heaters.**



Cellar Wine Bistro  
Lafayette, Indiana  
August 20, 2020