

February 22, 2023
5:30 p.m.
Common Council Chambers

Historic Preservation Commission
City of Crawfordsville
Meeting Minutes – Special Meeting

The City of Crawfordsville Historic Preservation Commission met as scheduled in special session at 5:30 p.m. on Wednesday, February 22, 2023 in the Common Council Chambers of the Municipal Building. Members present were: Becky Hankins, Emily Race, Lewis McCrary, Thomas Neal, Robyn Thompson, and Sue Lucas. Also in attendance were Megan Huckstep, Director of Planning and Building Services, Alden Fenholm and Tommy Kleckner of Indiana Landmarks.

Becky Hankins called the meeting to order at 5:30 p.m.

Ms. Hankins requested nominations officers. Thomas Neal moved to retain current officers which included: Becky Hankins, President; Sue Lucas, Vice President; and Emily Race, Secretary. Emily Race seconded. Motion passed 6-0.

Meeting minutes from November 30, 2022 were presented for consideration. Sue Lucas made a motion to approve the minutes as presented. Robyn Thompson seconded. Motion passed 6-0.

Updated financial reports were provided to the Commission for review. Planning Director Megan Huckstep reported that the loan balance had changed due to two loan payments being made that were not reflected on the reports that were previously sent out. Ms. Huckstep informed Commission members that she had updated the reports and uploaded them to Onboard for the review just before the meeting. Sue Lucas reviewed the balances of the grant and the loan fund, as well as the outstanding grant that was committed to Jennifer Cullings. Becky Hankins moved to approve the financial reports as submitted. Emily Race seconded. Motion approved 6-0.

Vice President Sue Lucas adjusted the agenda to introduce Dr. Michael Scheidler. Dr. Scheidler purchased 109 East Main Street in 1999 and recently purchased the neighboring properties commonly known as 107 and 105 East Main Street, previously owned by Mr. and Mrs. Joe Sadowski. Dr. Scheidler stated he was looking for more information on the 50/50 matching grant. Dr. Scheidler and Mr. Sadowski each received a \$7,000 50/50 matching grant and completed a façade restoration in 2010-2011. Dr. Scheidler also noted he used a \$10,000 low interest loan to have the roof redone at 109 East Main Street. He reported that Five Star Commercial Roofing had been to 105 East Main Street to evaluate the roof. He explained that the roof was concrete and in bad shape, with some leaking. Dr. Scheidler informed the Commission he would like to renovate the third floor, which previously served as a tumbling and gymnastics studio. The renovation would include removing the concrete from the outside of the windows and replacing the glass, leaving the original windows intact, having the roof redone behind 105 and 107 East Main Street, and making a patio space. Dr. Scheidler reported that his

brother and sister-in-law have entertained purchasing the second and/or third floors as an investment opportunity for a condominium when they come to visit. Dr. Scheidler informed the Commission that the roof was his first priority. He entertained the idea of seeking a second opinion on roof maintenance and repairs from Sentry Roofing Company.

Historic Landmarks representative Tommy Kleckner informed Dr. Scheidler of the Commission's intention to recommend, to the City Council, revisions of the current grant program to expand the guidelines and allocate additional funding. He advised Dr. Scheidler of the Federal Rehabilitation Incentive, a 20% income tax credit program for qualified exterior/interior rehabilitation work. The work can be phased over a period up to five years. He reported that the building would qualify, as it is listed on the National Register of Historic Places. Mr. Kleckner also advised the Commission and the Dr. Scheidler of the State Historic Renovation Grant Program, which is an exterior rehabilitation grant program, noting that a roof would qualify. He explained that the program was administered by the Office of Community Rural Affairs (OCRA). Applications would become available July 1, 2023 and be due by the end of September. This would include other work such as windows or masonry or any rehabilitation to the existing exterior structure.

Vice President Sue Lucas discussed moving from a façade grant to a restoration grant. It was noted that a grant can be applied for per parcel. Planning Director Megan Huckstep will investigate the ability to issue a loan or grant for a building that has already been a recipient in the past. Ms. Lucas urges Dr. Scheidler to apply for the Architectural and Engineering Grant with Crawfordsville Main Street. She informed Dr. Scheidler, the Crawfordsville Library will be able to archive the historic materials the Scheidler's have found at the properties.

Moving forward with old business, Tommy Kleckner of Indiana Landmarks discussed consideration of the final draft of the Ramey-Milligan House National Registration nomination. This was first presented in November. Mr. Kleckner informed the Commission that the nomination will be going forward under criteria (B) prominent individuals within local history and criteria (C) architecture. Alden Fenholm wrote the nomination. It is the hope of Mr. Kleckner that the R.R. Donnelley building is removed or significantly downsized at some point in the future to provide the Ramey-Milligan House with the space it deserves. The Commission recommends the approval of the nomination with the condition that the staff is authorized to complete final edits prior to it being submitted to DHPA. It will likely be 18 months before this makes it to the National Park Service. Along with the recommendation we will also be submitting a letter of transmittal from the Mayor, as well as a copy of the minutes from the meeting in which the nomination is approved. Mr. Kleckner has some text edits to make to the document.

Alden Fenholm provided additional comments regarding her research for the Ramey-Milligan House nomination. She stated that the Ramey-Milligan House was a great research project with so much history. She stated the interior and exterior architecture were beautiful, and also acknowledged the significant people who have moved through the home throughout history. Thomas Neal moved to approve the nomination as drafted subject to edits. Vice President Sue Lucas seconded. Motion passed 6-0.

Mr. Kleckner stated that Ms. Fenholm's findings with assumed connection to the Ramey-Milligan House that could not be documented could not be submitted with the nomination, but she would be submitting a packet to the Crawfordsville Library that includes a compilation of all the information so they have it on record for future research. Ms. Fenholm highlighted the home's undocumented association to John Allen. She feels the home's location at the meeting of Milligan Street and Meadow Avenue adds to its stately appearance.

In other business, the Committee reviewed the approval for the 2023 HPC Work Plan. Mr. Kleckner informed the Commission that since the last meeting Brandy Allen, Director of Operations and Megan Huckstep, Director of Planning presented the 2023 HPC Work Plan to the Mayor, resulting in the shift of some items in the work plan. He indicated that the intent was to work towards holding a public hearing on the Downtown Historic District in late summer or early fall. Mr. Kleckner stated he was hopeful to have the recommendation to the City Council by end of year. He did not feel it was required, but rather it would demonstrate a good faith effort to generate support within the downtown community. Vice President Sue Lucas would like to move the Revised City of Crawfordsville Downtown Loan Program Guidelines to spring 2023, which would require beginning to look at and revising this immediately. Ms. Lucas would like to see the revisions to the loan program include more specific direction as to interior structural rehabilitation or restoration. It was agreed upon the Commission that spring 2023 was a feasible goal. Mr. Kleckner noted the comprehensive design guidelines were intended for exterior, not interior work.

Continuing with the work plan, discussion arose regarding ideas to partner with a local group to facilitate public outreach education. It was noted that Crawfordsville Main Street would be the ideal partner for some sort of tour. Mr. Kleckner added that Indiana Landmarks offers two education courses approved by the Indiana Association of Realtors (IAR), intended for continuing education for realtors. One of these courses specifically, Historic Preservation 101, would be valuable to the public. Mr. Kleckner and Ms. Lucas suggested the HPC and Crawfordsville Main Street partnering to host Historic Preservation 101 for realtors, but opening it to the public as well during May, National Preservation Month. Ms. Lucas stated that May 18th, 2023 is a potential date that several local realtors have identified as a good opportunity to host the course. Ms. Lucas encouraged members to join the National Alliance of Preservation Commissions. Emily Race moved to approve the 2023 Work Plan with edits. Robyn Thompson seconded. Motion passed 6-0.

Discussion arose regarding the final draft of the Downtown Rehabilitation Grant Program Guidelines. Mr. Kleckner noted that he had modified two pictures and was working on a formatting issue. Planning Director Megan Huckstep informed Mr. Kleckner of the new City logo that she would provide. Sue Lucas proposed the idea of adding language to require proof of matching funds to the grant guidelines. Mr. Neal proposed adding this language on page six as item three. Discussion shifted to adding verbiage which entailed a deadline by which work should commence. Mr. Kleckner proposed requiring a project schedule be submitted with the application. He clarified the proposed revision of the requirement section as follows:

- 3) Proof of matching funds
- 4) Work should commence within 90 days, with the option for extension

The Commission agreed that language should be added to clarify that a grant could be voided if work had not commenced by the extension date, however the applicant may reapply at a later date. The Commission will review and vote on the proposed Downtown Rehabilitation Grant Program Guidelines revisions in March.

Mr. Kleckner provided an update on the Comprehensive Design Guidelines. He stated this will be a March agenda item. Mr. Kleckner is editing text to provide more robust guidelines, including what is allowed to be approved by Staff and what must be considered by the Commission, in order to provide guidelines that are more conducive to maintaining and improving historic structures. Mr. Kleckner added that the Commission can make these guidelines known to the City Council that they will guide the work that is being done. Thomas Neal questioned Mr. Kleckner on the number of communities that have adopted the design guidelines put together by Indiana Landmarks. Mr. Kleckner believes that there are six in the northern region, one in the eastern region, and one in the southern region. Mr. Kleckner added that he needed to present the 2023 Commission Assistance Program contract to the city.

Under items of new business, Sheridan Hanley with the First Presbyterian Church on the corner of Wabash Street and Washington Street reached out to Indiana Landmarks to schedule a time to discuss the process of the National Register Designation. Alden Finholm reported that she would be meeting with church representatives on April 7, 2023 at 7:00 p.m. Ms. Finholm explained that the church was interested in the process, as part of their 200th anniversary celebration. Tommy Kleckner noted that they can apply for local designation at any time. Commission members questioned if St. John's was listed. Mr. Kleckner reported that it is listed on the National Register of Historic Places as well as being listed within the Crawfordsville Commercial Historic District.

In other new business, Tommy Kleckner made the Commission aware that the DHPA staff made recommendation to the State Review Board of the Historic Preservation Fund in January. As co-applicants, the City of Crawfordsville and the Crawfordsville Masonic Temple Foundation's application scored number one. Mr. Kleckner stated the CLG status of the City helped tremendously. He reported that Steve Kennedy said it was an outstanding application, further indicating the value of the CLG program and the necessity to maintain the CLG status. Mr. Kleckner stated that one of the ongoing requirements is educational development and training. He strongly encouraged the Commission to take advantage of educational development opportunities, specifically mentioning the Commission Assistance Mentoring Program (CAMP). CAMP will be held on Tuesday, September 19-23, 2023 in Muncie, Indiana. Mr. Kleckner reported that the topics of CAMP are geared for commissions.

To conclude new business, Tommy Kleckner noted that he will be unavailable to meet on May 24, 2023.

Judith Kleine came forward to provide an update on the Masonic Cornerstone project. She reported that the grant is tentatively awarded. Ms. Kleine stated that they will not be able to begin until June, but the goal is to have everything ready prior to that date. She added that they would ideally like to have the east elevation done this year. Ms. Kleine reported that they are

With no further business, it was noted that the next meeting was scheduled for March 22, 2023. The meeting adjourned at 7:11 p.m.

Betsy Hopkins
President

President

~~Member~~

Member

Ken We
Member

Member

Member

Member