

# CARMEL HISTORIC PRESERVATION COMMISSION

CAUCUS ROOM, CARMEL CITY HALL

1 CIVIC SQUARE, CARMEL, IN

JULY 8, 2021 – 6:00 P.M.

## Agenda

### 1. Call to Order

Nick Davis called the meeting to order at 6:05pm

### 2. Roll Call

Commissioners: Nick Davis, Fred Swift, Rosemary Dunkle, Sue Maki

Staff: Mark Dollase, Joshua Biggs

### 3. Approval of Minutes (6/10/2021)

Sue motioned to approve the June meeting minutes and Fred seconded. Motion approved 4-0.

### 4. Hearing of Visitors

n/a

### 5. Certificates of Appropriateness

There were no certificates of appropriateness to bring before the commission. However, regarding the locally designated property at 3740 W. 106<sup>th</sup> St., Mark Dollase informed the commission that the homeowner, Evelyn Dunwoody, has recently passed away. Mark said that the commission may be seeing a COA from a new owner in the near future.

### 6. Financial Report

#### a. Budget update

Josh told the commission that the money for the façade grant program has been broken down by applicant within the budget. Fred asked if the façade grant project at the historic former schoolhouse on E. 106<sup>th</sup> St. was still moving forward, and Josh said that it was not.

Nick asked questions about the budget and securing purchase orders for grant reimbursement.

Nick confirmed that the non-reverting fund budget remaining was \$127,052.31; 2021 general fund expenses were \$54,674.34; remaining funds for 2021 were \$45,325.66.

## 7. Old Business

### a. Approval of historic architecture survey

Mark reminded the commission about the presentation by survey firm, RQAW at the commission's June meeting, and stated that approximately 1,600 properties are now in the historic architecture survey. CHPC staff recommendation is to adopt the survey findings from RQAW. Mark confirmed that there is an ordinance that requires sending affected property owners certified letters before their properties can be added to the survey. Josh stated that 1,072 properties were being added to the survey and that the cost to send those property owners certified letters was \$7,128.80.

There was some discussion amongst the commission members about potential amendment of the ordinance and notification alternatives. Mark suggested inviting property owners to an informational meeting to address potential concerns and answer questions.

Sue made a motion to adopt the survey findings from RQAW and Rosemary seconded the motion. Motion approved 4-0.

Rosemary made a follow-up motion to move forward with presenting the updated historic architecture survey to the city council for approval after having a discussion with council president Sue Finkam about the certified mail requirement. Fred seconded the motion. Motion approved 4-0.

Mark made a comment that the commission is paying survey firm RQAW to present a final survey report to the city council.

### b. Wilkinson-Hull House update

Mark said that the attorneys are still communicating back and forth about the donation agreement between Indiana Landmarks and Epcon Communities. He estimates that the property will transfer to Indiana Landmarks within two months.

Josh informed the commission that the National Register of Historic Places nomination is almost completed. Mark stated that because Carmel is a Certified Local Government, the commission reviews the nomination for approval before it is submitted to the Indiana Division of Historic Preservation & Archaeology. Mark stated that once Indiana Landmarks acquires the property, the intention is to have it locally designated.

### c. Mattsville historical marker grant

Applicant Jeff Goens participated in the meeting via conference call. Jeff introduced the historical marker project and his request to ask the commission for a \$2,450 grant to partially fund the marker installation. Jeff stated that there is a \$500 commitment from the neighborhood.

Fred made a motion to approve \$2,450 to fund the historical marker installation and Sue seconded the motion. Motion approved 4-0.

Josh told Jeff that payment would be made on a reimbursement basis and for Jeff to submit proof of payment.

Fred made a motion to have future applicants for historic markers agree to pay a portion of the costs of a marker, with the matching amount to be determined by the commission. Rosemary seconded the motion. Motion approved 4-0.

**8. New Business**

**9. Other Business**

Mark discussed having another round of façade grants, of which the approximately 500 historic properties on the 2013/14 historic architecture survey would be eligible to apply for. Mark asked the commission if they should have another round of grants this summer and what the amount should be.

Rosemary made a motion to allot \$30,000 for a second round of grants. Sue seconded the motion. Motion approved 4-0.

**10. Announcements**

**11. Adjournment**

Sue made a motion to adjourn the meeting and Rosemary seconded. Meeting adjourned at 7:23pm.



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Nick Davis, Carmel Historic Preservation  
Commission Chairperson



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Recording Secretary, Joshua Biggs