

# CITY OF FRANKFORT

## Historic Preservation Commission

December 28, 2021

The Frankfort Historic Preservation Commission met at a Regular Meeting on December 28, 2021 in the City Council Chambers, 301 E Clinton St, Frankfort, IN at 5:30PM. The following action was taken:

Bud McQuade called the meeting to order as the most senior member. He led the board in a moment of silence for former President Jason Wilhite who has passed away. Upon roll call, the following members were present: Isac Chavez, Crystal Reichert, Karen Walter, and Bud McQuade. Staff members present: Ashlee Bassett (Secretary).

MINUTES: Minutes from the November 30, 2021 meeting were presented for review.

**Motion:** Approve minutes as presented. (Crystal Reichert) Spelling error on back page- "hoe" is supposed to be "who."  
(Karen Walter)

**Motion made by:** Karen Walter/Crystal Reichert

**Second:** Isac Chavez

### Roll Call:

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

Karen Walter notes that she would like Tommy Klechner to come to another meeting to discuss standards more in depth. Karen feels the entirety of the discussion was not listed in the minutes. Bud feels that since the board is going through changes- everything should be in line before making major changes to the ~~board~~ standards (Changed per Karen Walter at January 25, 2022 meeting). Karen agrees.

NEW BUSINESS: Agenda Item No III- 755 S Jackson St for Julian Flores. Applicant is not present. Crystal asks what kind of siding is on home now. Karen states 4" vinyl is currently there but you can't tell what is originally underneath. Karen notes there are other repairs that could also be made. Crystal notes that the property classifications could come into play. Karen notes that she would like Don to address the property classifications prior to using them in these situations. Bud questions if the windows will be changed. Crystal notes that if this is approved, she wants the applicant to know that other changes are not included in this petition. Isac notes that he would like to table this until the special meeting in two weeks.

**Motion:** Deny as presented, would like to be brought back up at next meeting.

**Motion made by:** Crystal Reichert

**Second:** Karen Walter

### Roll Call:

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

NEW BUSINESS: Agenda Item No III- 359 N Main St for Brett Pitzer. Brett is present to represent petition for Gem City Spirits. Since he is the only applicant present, he will be addressed first. Brett notes that the old sign face has been removed. Bud asks if the sign is complete. Brett says no. Crystal asks if the font will be the same. Brett says yes. Bud asks if it is lit. Brett says yes, it will be lit from dusk to dawn. Bud clarifies that it will be on all night. Brett says yes. Karen says it looks great, but asks about the sign ordinance. Ashlee Bassett states that since the base will not be altered, it would not be required to come into conformity with the current ordinance. Crystal asks if facade measurement affects allowed square footage. Ashlee states that the building frontage only applies to building-mount signage. Bud asks how long the sign has been there. Brett says it has been there as long as he has been alive, but is unsure of exact time.

**Motion:** Approve as presented.

**Motion made by:** Isac Chavez

**Second:** Karen Walter

### Roll Call:

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

Crystal asks when the business will be opening. Brett says he wants to open in the spring time but is hesitant to hire help right now. He states that they have been doing interior renovations in the meantime. Crystal asks if there are any proposed exterior changes. Brett says he would like to add outdoor seating. He asks if painting would need to come before the board. Bud says yes, it would need to be approved prior to being completed. Bud urges that this board handles exterior alterations and any changes to the exterior should be approved by board (if needed) prior to completion.

NEW BUSINESS: Agenda Item No III- 655 E Wabash St for Jonathan Jura. Crystal notes that in the meeting with Tommy Klechner he urges original wood siding to be painted instead of replaced. Karen notes that there is brick underneath siding right now. Karen says she drove by the homes and asks if there is asbestos siding present and notes that there are multiple siding styles present on the home. She notes that some panels of siding were removed and she noticed that there is brick underneath. Bud says that he also drove by and is excited that these homes are being renovated. Karen says there are new windows in the home and asks if those were permitted. Ashlee says no, the permit does not include windows. Bud asks if Daniel Howe (Building Inspector) should inspect this home prior to the board voting on the application. Crystal notes that in the past, certain projects have been approved prior to the meeting/ clarification from Tommy Klechner and feels that this could set a precedent. Bud notes that if this is asbestos siding, it would need to be abated and is a big ordeal. Karen notes that the siding has already been touched. Bud says that it is an issue if they take it all off and it becomes airborne. Bud mentions tabling application due to uncertainty of the project and has a lot of questions. Karen asks if we can get Jonathan on the telephone. Jonathan is present via telephone. Bud asks if the siding will be taken off. Jonathan says they planned on covering the existing siding. Bud asks what kind of siding is there now. Jonathan says it is asbestos and they planned on wrapping it and then covering with foam board for an extra layer. Bud notes concern for the asbestos becoming airborne. Jonathan says that's why it's being wrapped but is not certain that it is actual asbestos siding. Karen notes there is an addition with vinyl siding and asks if that will be covered. Bud notes this is on the East side near the chimney. Jonathan says that siding would be removed and replaced to match the replacement siding. Karen says that she noticed the house was originally brick underneath the current siding, and also noticed the trim was removed and had new windows installed. Jonathan says they had a break in and that's why the windows were replaced. Karen asks if the home is brick underneath. Jonathan says that the brick you can see under the siding is a board, not real brick. Bud asks if this is a single family dwelling. Jonathan says there are three units in the home. Bud asks if 651 E Wabash is also a three unit home. Jonathan says yes. Bud says he is hesitant to approve because of the questions he has. Jonathan says postponing approval would set them back pretty far because they want the home to be weather proof and part of the home is currently exposed. He noted that there were some structural concerns that were re-framed and that's why some of the siding has been removed. Bud says he would be okay with placing Tyvek on the home to protect it, but no siding at this time. Karen notes Don Stock is on vacation and has been working with Jonathan on this project. She asks if a permit has been issued for the exterior. Jonathan says yes. Karen asks Jonathan to check with Building Services on the permit. She asks if there are three separate entrances to the home. Jonathan says yes. Karen asks if the home is zoned properly for the triplex. Bud also asks about parking. Jonathan says there is parking on the street, in the rear, and there is a two car garage present as well. Karen notes she likes the color of the siding choice. Bud states the board will work on getting another meeting scheduled to address this issue but does not want to vote on the siding right now. Bud says Jonathan is okay to Tyvek home but not allowed to put up new siding at this point. Jonathan says a meeting in two weeks would be great because he wants to get gutters installed as well. Crystal notes those would need to be approved too.

**Motion:** Table application until next meeting in two weeks.

**Motion made by:** Bud McQuade

**Second:** Crystal Reichert

**Roll Call:**

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

OTHER BUSINESS: Crystal asks how the new President will be elected. Bud suggests going with whatever the board would like to do. Isac suggests waiting on the fifth member of the board to join prior to voting on President. Bud notes concern on waiting for Mayor to appoint someone to the board. He says he feels the vacancy should be filled as soon as possible. Karen notes that the new member should abstain from voting for president. Isac says that he feels if there is a member on the board, they should be entitled to a vote. Karen disagrees. Bud notes that the President will only serve for one term. Isac says that he met with the Mayor and she did not say how quickly she would fill the vacancy. Bud says if the board is in agreement for a new president, it would be no problem to vote now. Crystal says she agrees that the new

member would not have a history with the board. She says she would be comfortable voting for president right now. Isac says he has served on many boards and when the president has been removed from the board, they are voted on immediately. Karen asks if anyone would prefer to wait until the next meeting to vote on the president. No concerns were heard. Bud notes concern if there is a tie on a vote within the board.

Bud McQuade called for nominations for President.

**Motion:** Hear nominations for President of the Board.

**Motion made by:** Crystal Reichert

**Second:** Karen Walter

**Roll Call:**

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

Crystal Reichert nominates herself for President of the Board. Karen Walter nominates Bud McQuade for President of the Board. She notes that he has ample experience and construction background. She feels that the board would benefit having Bud as the President. Crystal asks when Bud has school board meetings. Bud says the second Tuesday. Bud says that the school board meetings will be picking up soon. Karen notes that changing the meeting may be beneficial. Isac says we may want to check with the board prior to changing meeting dates. Bud says that he has thought about being President but had some apprehensions in the past. He notes that he would limit the stresses placed on him in this role, if elected. Bud also says he would accept the position if elected. He states he would like to keep a stronger sense of continuity within the board, Building Services, and the Mayor's office. Isac says he has been very observant since joining the board but has no preference with who should be President. Crystal says she appreciates Bud's qualities. Bud calls for any further nominations. Crystal resends her name from nominations.

**Motion:** Elect Bud McQuade as President of the board.

**Motion made by:** Karen Walter

**Second:** Crystal Reichert

**Roll Call:**

- Yay- Karen Walter, Isac Chavez, Crystal Reichert, Bud McQuade

Karen Walter motions to adjourn. Isac Chavez seconds motion. Unanimous voice vote to adjourn the meeting.

Minute's summary typed by Ashlee Bassett.

Respectfully submitted,

Ashlee Bassett

Approved at January 25, 2022 meeting