

**City of Evansville Historic Preservation Commission**  
**Regular Meeting**  
**Wednesday, February 16, 2022 at 6:00 p.m.**  
**City Hall (Third Floor), 31 South Madison Street**

**MINUTES**

**1. Call to Order.** Stephans called the meeting to order at 6:01 pm

**2. Roll Call:**

<b>Members</b>	<b>Present/Absent</b>	<b>Others Present</b>
Chair Dan Stephans	P	Colette Spranger, Comm. Development Dir.
Vice-chair Gene Lewis	P	James Schoenenberger, Applicant
Steve Culbertson	P	Scott and JoAn Smith, Applicants
Katie Sacker	P	Josh Listerud, TruHome, Inc.
Norman Barker	P	
Cheryl Doerfer	A	
Steve Christens	P	

**3. Motion to approve the agenda by Christens, seconded by Culbertson. Motion carried unanimously.**

**4. Motion to waive the reading of the minutes from the January 19, 2022 meeting and approve them as printed by Christens, seconded by Culbertson. Motion carried unanimously.**

**5. Civility Reminder.** Stephans noted the City's commitment to civil discourse.

**6. Citizen appearances and Public Presentations.**

**7. Applications – Action Items:**

**A. 113 E Main – Replace Windows (HPC-2022-0020)**

Applicant was present. Would like to replace two windows that have rotted wood sills. One is double hung and the other is a picture window. Stephans would like to see an example of the window before it is approved. **Motion to approve Application HPC 2022-0020, subject to submittal of examples prior to installation by Christens, second by Culbertson. Motion carried unanimously.**

**8. Discussion Items:**

**A. 246 W Liberty – Replace Wood Windows (HPC-2022-0030)**

Applicants were present. Spranger explained the history of the Smiths and their application since their initial appearance at the Commission's October 2021 meeting. The original request was for

repairs to a roof, a back door, and replacing their 246 Liberty Street home's original wooden windows with vinyl windows. The Historic Preservation Commission approved the repairs to the roof and back door, but denied their request for vinyl windows, citing the City's standards for preserving original wood windows. Some of the windows have some unique stained glass features. The Historic Preservation Commission directed them to come back with a separate application for preserving the wood windows.

At the same time, the City has been slowly transitioning to an online permitting system, called iWorq. For Historic Preservation Commission applications, a building permit gets issued after Historic Preservation Commission approval. The building permit card gets printed from the information City staff puts into iWorq, which reflects the paper applications the City has always used.

The issue with this particular application is that the initial request was for a roof, a back door, and windows. That summary of the application -- "roof, back door, and windows" -- was what was getting printed on the building card. The actual approval was only for roof and a back door, but this wasn't reflected on the building permit card. The Smiths received a signed building permit card stating approval for roof, back door, and windows. Understandably, though confused, they assumed this gave them permission to proceed with their plan for vinyl windows. They ordered the windows, and came back to the Historic Preservation Commission with an application to replace the windows, noting they'd been given permission via the building permit card.

Commission members agreed that they weren't at fault or at risk of penalty/citation for ordering the windows, as they have received a signed building permit from the City. Unknowingly, the City issued a permit against the verdict of the Historic Preservation Commission.

**Motion to acknowledge the City issued a building permit for a window replacement that was not appropriate and not compliant with the Certificate of Appropriateness approved by the Historic Preservation Commission in October 2021, and the Commission acknowledges non-appropriate windows will be installed at 246 Liberty Street, with the expectation that the applicants mitigate the loss of the original windows by preserving the stained glass portions of the windows that have them by Stephens. seconded by Sacker. Motion carried 5-0 with Lewis abstaining.**

## **B. Historic Home Obligations**

Ongoing discussion by Commission members regarding how to better educate and prepare homeowners in the Historic District from what to expect during the renovation process to how to best prepare applicants for submitting their plans to the SHPO in order to qualify for state and federal tax credits. Stephens listed appropriate reference materials for rehabilitation standards, including the "Trust for Historic Preservation, Madison Trust for Historic Preservation, and technical briefs from the National Park Service on a wide variety of topics. Sacker expressed a desire for clearer example materials of what the applicant intends to approve, noting that the photos submitted sometimes leave out parts of the whole or are otherwise incomplete. Group discussion continued on whether or not a city statute with financial penalties for failure to maintain structures would prevent demolition by neglect. Christens noted that the property for 20 Mill Street was on the market, and expressed concern that a potential buyer would not be aware of the limitations imposed on the structure. Prior owners of that property have attempted to seek demolition approval from the Commission and have been denied. Spranger noted that she would

pursue updates to the website and COA application as a start to address some of these concerns, and asked if anyone with connections with realtors in the area would have a conversation with them about how to educate potential new homeowners in the historic district.

**C. Diverting Heavy Vehicles Off Historic Brick Main Street**

Commission members noted that the official truck route diverting large/heavy truck traffic from Main Street is only posted in one direction. They would like to issue a resolution to Common Council that we maintain a clearly marked truck route in order to preserve downtown's brick streets.

**9. Correspondence, Comments and Concerns.**

Stephans updated the Commission on the downtown historic mural project. The lead artist for that project was seriously injured in an automobile accident. Any progress on those murals is presumed to be on hold until we hear otherwise.

**10. Next Meeting Date:** March 16, 2022 @ 6:00 p.m.

**11. Motion to Adjourn by Barker, seconded by Sacker. Motion carried.**