

Town of Newburgh  
Historic Preservation Commission  
Minutes September 13, 2018

**Members Present:**

Steve Shoemaker, Jeff Cox, Jim Renne, Randee Bugher, Brent Grafe

**Advisory Members Present:**

Stewart Sebree

**Administrative Present:**

Stacie Krieger, Council Liaison; Tavi Wydicks, Zoning Administrator; Chris Wischer, Town Attorney

**Members & Administrative Absent:**

David Wills, Troy Wells, Sue Morrison

**Citizens Present:**

Sharon Bournigal  
Jeremy & Beth Martin

**Reading, Correction and Approval of Previous Minutes:**

Steve Shoemaker made a motion to accept the minutes.  
Jim Renne seconded. No discussion. Motion was approved.

**REPORTS:**

**Town Council Liaison:**

No Report.

**Indiana Landmarks Southwest Field Office:**

No Report.

**Staff Report and Code Enforcement Update**

Tavi Wydicks stated that code enforcement is still on hold due to timing issues. Ms. Wydicks stated that she and Gerald Bowser did drive around to look at the houses that have been added to code enforcement recently and were able to remove one or two from that list. The Commission discussed the properties currently under code enforcement. Jeff Cox asked staff to start including the code enforcement list with updates in the meeting packets and staff agreed.

**Certified Local Government:**

Tavi Wydicks stated that she received results from the CLG Audit and the Town was found to be substantially in compliance with the CLG guidelines, with the only thing noted being more participation from the Commission in continuing education. Ms. Wydicks stated that the annual conference was being held in Evansville in 2019, and if the majority of the members could possibly attend at least the CAMP portion of the conference, then the Commission should be able to meet the continuing education portion on 2019.

**Unfinished Business:**

None.

**New Business:**

*COA Applicant – 108 State Street*

Tavi Wydicks stated that the applicant was not in attendance, but the application is to replace a small existing window on the north side of the building with a large window, and add an additional handrail to the stairway in

front of the building. Jim Renne stated that he spoke to the applicant earlier in the day and provided the Commission with additional details about the request. The Commission discussed the request and determined that more information was needed, such as additional photos and detailed plans. Jeff Cox asked Ms. Wydicks to contact the applicant and request the additional information. The Commission agreed to hold a special meeting if time was an issue.

*Discussion – 3 W. Jennings Street*

Mr. & Mrs. Martin presented the Commission with engineering plans for the building and discussed their plans with the Commission. Mrs. Martin stated that she had already spoken with staff regarding replacing the existing windows, and was told because they were like for like the COA could be staff issued. Mrs. Martin stated that in addition to replacing the existing windows, they want to add windows along the south wall of the building as well. Ms. Wydicks stated that she cannot approve the window addition that the approval would have to come from the Commission. The Commission discussed the window addition plan and details with Mr. & Mrs. Martin. Mr. Cox stated that because this was not a formal application for COA that the Martin's may need to come back to the commission once final plans are complete and officially request the COA approval. Ms. Wydicks stated that the only thing missing, making it not an officially COA application is the staff report. The Commission decided to the grant staff the approval to issue the COA as long as the final design and material are the same as what was presented at the meeting.

Steve Shoemaker moved to grant staff the approval to issue the COA as long as the final design and material are the same as what was presented at the meeting. Jim Renne seconded and the motion was approved unanimously.

*COA Applicant – 220 W. Jennings Street*

Tavi Wydicks stated that the COA application was originally for siding and roof, but Mrs. Bournigal contacted her today and stated that she just wanted to move forward with the roof at this time. Ms. Wydicks stated that the roof replacement was like for like as far as material, but the design of the roof is changing some, and that she originally just included the roof due to the COA needing approval from the Commission for the siding. Mrs. Bournigal presented a material sample to the Commission and stated that the shingles would remain asphalt material, but the shingle type will now be three tab.

Jim Renne moved to approve the COA. Steve Shoemaker seconded and the motion was approved unanimously.

**Unfinished Business:**

None

**Announcements:**

None


**Petitions and Comments from Citizens Present:**

None

**Adjourn:**

Steve Shoemaker made a motion to adjourn.

Jeff Cox seconded and the motion carried.

  
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Chair

  
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Recorder