

**Minutes**  
**West Lafayette Historic Preservation Commission**  
**Morton Community Center**  
**222 N. Chauncey Avenue**  
**West Lafayette, IN 47906**  
**November 10, 2015**

The meeting was called to order at 6:01 p.m. by Chris Kulesza, President, who presided.

Present: Chris Kulesza, Susan Curtis, Persis Newman, Arnold Sweet, Erin Britton, Peter Bunder, Linda Martin, Kurt Wahl, Chandler Poole

Absent: Kelly Busch, Jim Sondgeroth

Commissioner Bunder moved to approve the October 13, 2015 Minutes. Commissioner Curtis seconded. All approved.

President Kulesza would like to amend the agenda to add discussion regarding the proposed bylaws after the discussion of 306 E. Stadium. Unanimous consent was obtained.

President Kulesza noted that Council hasn't approved the membership of Erin Britton and Arnold Sweet or the terms of the Commissioners. This will be added to the agenda of Council for the December meeting.

**306 E. Stadium**

Director of Development Chandler Poole spoke regarding the COA Application. The homeowners added a carport to their house, but they didn't follow the proper procedure. The carport they added has a slope like the house near them, however, that slope doesn't correspond with the mid-century modern style of their home. They've decided to add a fascia to cover the slope and it will look as if it is a straight edge similar to the rest of their home. This was presented to the COA committee last week and was approved. Commissioner Curtis moved to accept the report and recommendation of the COA Committee. Commissioner Newman seconds. This was approved by unanimous decision.

**Staff Report**

There will be a garage built on Littleton Street and the homeowners will apply for a COA if their variance is approved by the BZA. The owners intend to make it look like it fits in the neighborhood.

Next month there will be a presentation from the APC on form-based code that will be done for the New Chauncey neighborhood.

## **By-Law Discussion**

The Certified Local Government requires the Commission to have a set of bylaws. The city ordinance allows the Commission to create “rules.” The rules will be modeled after the bylaws of the Madison, Indiana Historic Preservation Commission. The current rules need to discuss the relationship of Staff to the Commission as well as the make-up of the Commission (professionals with an extreme interest in historic preservation). The plan is to have the rules ready for approval in February and once they’re approved by this Commission, they’ll need to be approved by Council.

Commissioner Curtis spoke regarding a question regarding the ordinance itself and the “appeal process.” President Kulesza has sent an email regarding this to the city attorney. This section has been stolen from Lafayette, but Mr. Wahl stated Lafayette’s was revised a few years ago. The problem with this declaration of the Commissioner’s political party if there is an appeal that were to take place. Commissioner Bunder stated that when the rules document is finished and taken in front of council, the Commission can also ask that the ordinance language be changed to remove that specific language.

President Kulesza is concerned about the staff portion of the rules. The Madison rule states that a Preservation Planner shall serve in staff capacity to the Commission, but we currently don’t have that position in the city. Discussion took place and it was suggested they use the language of “relevant staff” in the rules document.

Commissioner Curtis noted that the Huntington, Indiana bylaws has a section that states each Historic Preservation Officer must attend at least one workshop or training session per year. She believes that language should be in our rules as well. President Kulesza noted that this is required once the Commission achieves CLG status so this will have to be put in the rules. Mr. Wahl noted that the State Historic Preservation Conference is a good conference to go to. It will take place in April of 2016 in Vincennes, Indiana.

President Kulesza discussed the general regulations of the COA sub-committee. He suggested when the bylaws are written, note the regulations between Phase I and Phase II of the ordinance.

**Public Comment** – None.

Commissioner Bunder motioned to adjourn. Commissioner Newman seconded. Motion was approved unanimous and the Commission adjourned at 6:35 p.m.

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Kelly Busch, Secretary