



**ELKHART HISTORIC & CULTURAL PRESERVATION COMMISSION  
REGULAR MEETING  
THURSDAY, MAY 21, 2026**

**6:00 P.M.**

**Council Chambers – 2<sup>nd</sup> Floor**

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**AGENDA**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) APPROVAL OF MINUTES – MARCH 19, 2026
- 5) HEARING OF VISITORS
- 6) OLD BUSINESS
  - A. NEIGHBORHOOD UPDATE/PROGRESS REVIEW/NOMINATIONS
- 7) NEW BUSINESS
  - A. 26-COA-03, 175-177 STATE STREET – NON-ILLUMINATED SIGN
  - B. 26-COA-04, 302 EAST BEARDSLEY AVENUE – A WNING
  - C. ELKHART COUNTY BRIDGE #265 IMPROVEMENT PROJECT
  - D. NR/LOCAL DESIGNATION – COMMISSION TRAINING BY STAFF
- 8) ANNOUNCEMENTS
  - A. HISTORIC PRESERVATION MONTH
- 9) ADJOURNMENT

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If you are unable to attend, please contact Wendy Sonora at 574-294-5471 x 3256

**Teams Information**

<https://teams.microsoft.com/meet/294859877199955?p=wGp6JNgASTOWvB5iWk>

Meeting number: 294 859 877 199 955

Password: 6nw3Ch6K

**HISTORIC & CULTURAL PRESERVATION COMMISSION MEMBERS**

<u>Name</u>	<u>Term</u>	<u>Appointed By</u>
William (Bill) Zimmerman, Chair	September 15, 2025 – December 31, 2026	Mayor
Doug Mulvaney, Vice Chair	January 1, 2026 – December 31, 2027	City Council (Citizen)
J.A. Whitmer, Treasurer	September 16, 2025 – December 31, 2027	Mayor
Robert (Bobby) Glassburn	September 15, 2025 – December 31, 2028	Mayor
David Henke		City Council (Member)
Vacant		Mayor
Vacant		Mayor

**Elkhart Historic & Cultural Preservation Commission**

**Meeting Thursday, March 19, 2026**

**Call to Order:**

Bill Zimmerman called to order the Elkhart Historic & Cultural Preservation Commission Meeting for Thursday, March 19, 2026 at 6:01 pm.

**Roll Call:**

Present: Bobby Glassburn, JA Whitmer, Bill Zimmerman and Doug Mulvaney.

Absent: none

**Approval of Agenda:**

Zimmerman asked the commission if there were any changes or amendments to the agenda.

Zimmerman asked for a motion to approve the agenda as presented. Motion made by Bobby Glassburn, seconded by Doug Mulvaney; motion approved 4-0.

**Approval of Minutes:**

Zimmerman gave everyone a minute to look over the minutes from February 19, 2026, to see if any corrections needed to be made.

Zimmerman said he would accept a motion to approve the minutes for February 19, 2026, as presented. Motion made by Mulvaney, seconded by JA Whitmer; motion approved 4-0.

**Hearing of Visitors:**

NA

**Old Business:**

Zimmerman asked if there were any neighborhood updates. Kyle Anthony-Petter nodded no.

**New Business:**

NA

**Staff Item:**

**A: 26-COA-02, 215 East Indiana Avenue – Roof mounted Solar Array**

Anthony-Petter read: The petitioner is Lacasa, Inc. The site location is 215 East Indiana Avenue. The description of the proposed work is the installation of roof mounted solar array on the roof.

**Applicable Guidelines:**

Solar Panels, Wind Turbines: Equipment should be installed in a way to be reversible without harm to historic materials and is located away from public view. Installation of equipment on a roof is a last resort if no suitable ground locations are possible. Equipment proposed for a roof

installation shall be mounted on roofs not facing or visible from a public street and installed as flush to the roof surface as possible. Equipment shall not extend above the ridge line.

Staff approval can be given for the installation of solar panels when placed on accessory buildings, or secondary roofs or rear wings not visible to the public from a public street.

**Staff Analysis:**

The petitioner is requesting to install roof mounted solar array on the roof to generate electricity for the building to reduce energy bills and cut costs. Solar panels were originally installed between 2009- 2013 on western rear of the building with this being the next phase. The only visible solar panels from the public street (East Garfield Avenue and Frances Avenue) are located on an addition at the rear which is shorter than the main building and the first row on a later addition to the school. The remaining solar panels on the rear of the main building are not visible. The proposed solar panels will be placed on the roof of the original school. Based on existing solar panels on the roof of the building the proposed solar panels should not be visible from the street as they will be placed further back than the existing panels.

A permit was applied for on February 17th to install solar panels on the roof of the building; this is the final step in the approval process.

The proposed work meets the historic district guidelines for the installation of solar panels and has been approved by staff.

**Recommendation:**

The Staff recommends approval of the request based on the following findings of fact:

1. The proposed installation of solar panels meets historic district guidelines for roof mounted as no suitable ground location was possible and has been seen as a last resort for placement;
2. The proposed installation of solar panels will be installed to be reversible and will not harm the building's features or historic materials;
3. The proposed installation of solar panels, will be located to not face and be shielded from public view;
4. The proposed work will not extend above the roof line, and meets historic district guidelines for solar panels;
5. The proposed work meets the requirements for installation for solar panels and has been approved by staff due to not being visible to the public from a public street.

Zimmerman said that he would accept a motion to approve 26-COA-02 as presented. Motion made Glassburn, seconded by Mulvaney; motion approved 4-0.

**Announcements:**

Anthony-Petter thanked everyone for showing up for the meeting. Anthony-Peter explained that staff have promised the board members that meetings will happen quarterly and meetings for a staff report is not enough to justify a meeting. Anthony-Petter promised that moving forward meetings will only happen if there are COAs that require board action. Anthony-Petter thanked the board members again and showed appreciation to all of them for being at the meeting.

**Adjournment:**

Zimmerman said that he would accept a motion to adjourn the meeting at 6:09 pm. Motion made Mulvaney, seconded by Glassburn; motion approved 4-0.

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Bill Zimmerman, Chair

DRAFT

PETITION #: 26-COA-03

FILING FEE: \$ No Fee

### PETITION to the HISTORIC COMMISSION

**PETITION TYPE: CERTIFICATE OF APPROPRIATENESS**

Property Owner(s): Elkhart County Youth for Christ

Mailing Address: [REDACTED]

Phone #: [REDACTED] Email: [REDACTED]

Contact Person/Applicant: Signtech Sign Services

Mailing Address: [REDACTED]

Phone #: [REDACTED] Email: [REDACTED]

Subject Property Address: 175 / 177 State St Elkhart IN 46516

Present Use: Residential Proposed Use: Residential

Description of Work: Install (1) Non Illuminated Sign Panel  
3.79'w x 2.12'H on building facade Peak area.

NOTE: The petitioner is the legal property owner of record, or a certified representative, and agrees the above information is accurate. Failure to provide a legal signature or accurate information will make this application null and void.

PROPERTY OWNER(S) OR REPRESENTATIVE (PRINT): Darrell Peterson

SIGNATURE(S): [Signature] DATE: 5.6.26

# Lifeline

YOUTH MINISTRIES

Impacting young people today, to lead tomorrow

City of Elkhart

I give Signtech permission to represent Lifeline in the May 21<sup>st</sup> meeting. We are working to honor one of Elkhart's finest family's for all their philanthropic work within Elkhart.

Thank you,

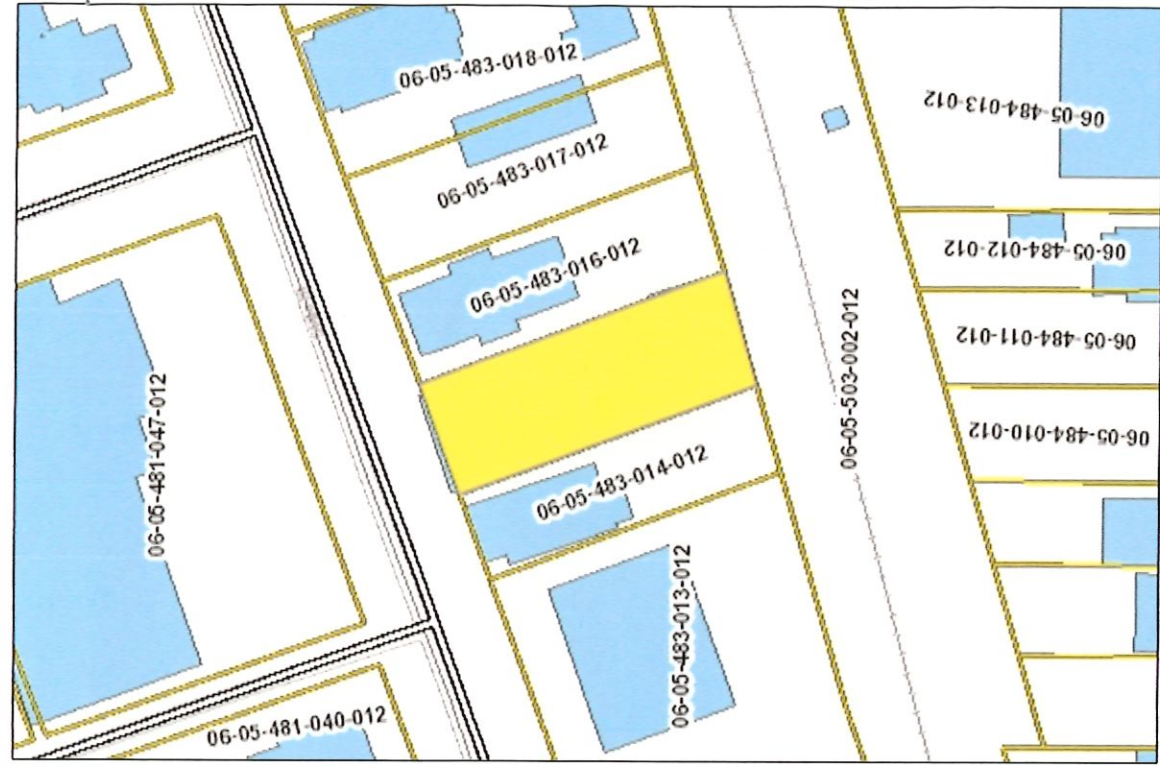


Darrell Peterson

# Elkhart County

## Property Information

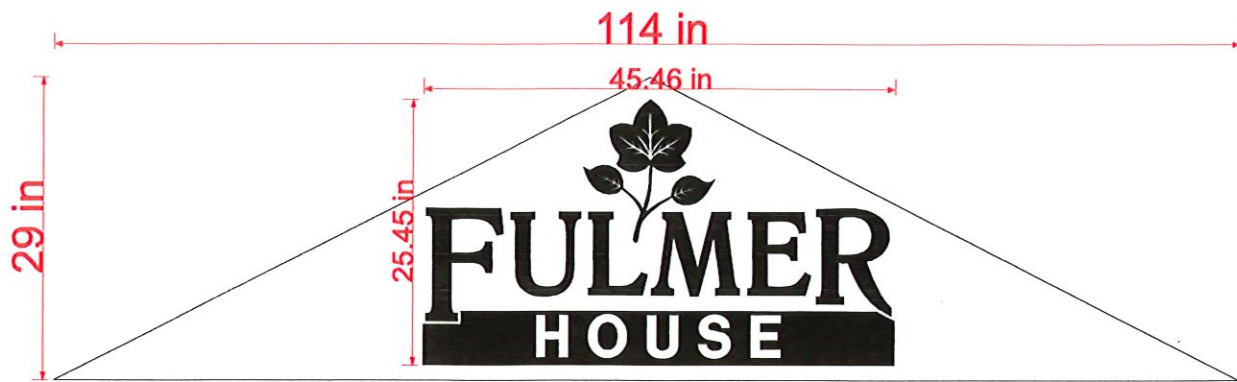
<b>Subject Property:</b>	175 STATE ST.
<b>Parcel ID:</b>	06-05-483-015-012
<b>State ID:</b>	20-06-05-483-015.000-012
<b>Owner(s):</b>	ELKHART COUNTY YOUTH FOR CHRIST INC
<b>Mailing Address:</b>	PO Box 73 , Elkhart IN 46515-0073
<b>Zoning:</b>	<i>Residential</i>
<b>Township:</b>	E.C.CONCORD
<b>Municipality:</b>	
<b>Tax District:</b>	
<b>Property Assessment Information</b>	
<b>Land Value:</b>	\$12,400.00
<b>Improved Value:</b>	\$113,700.00
<b>Acres:</b>	0
<b>Legal Description:</b>	O L 46.27X118.75X46.37X120.86 FT IN W1/2 LOT 43 (TIF 110)



Not to Scale

Information shown on this map is not warranted for accuracy or merchantability. Reproduction or distribution of this material is not authorized.





QT:(1) NON LIT SIGN PANEL W/ PRINTED VINYL GRAPHICS APPLIED





# Staff Report

Planning & Zoning

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**Petition:** 26-COA-03

**Petition Type:** Board Item

**Date:** May 21, 2026

**Petitioner:** Elkhart County Young for Christ

**Site Location:** 175-177 State Street

**Local Landmark or District:** State & Division Street Local and National Register Historic Districts

**Rating:** Contributing

**Date Constructed:** c. 1910

**Description of proposed project:**

1. Install non-illuminated vinyl printed 25.45 in. x 45.46 in. sign panel on the first story portico.

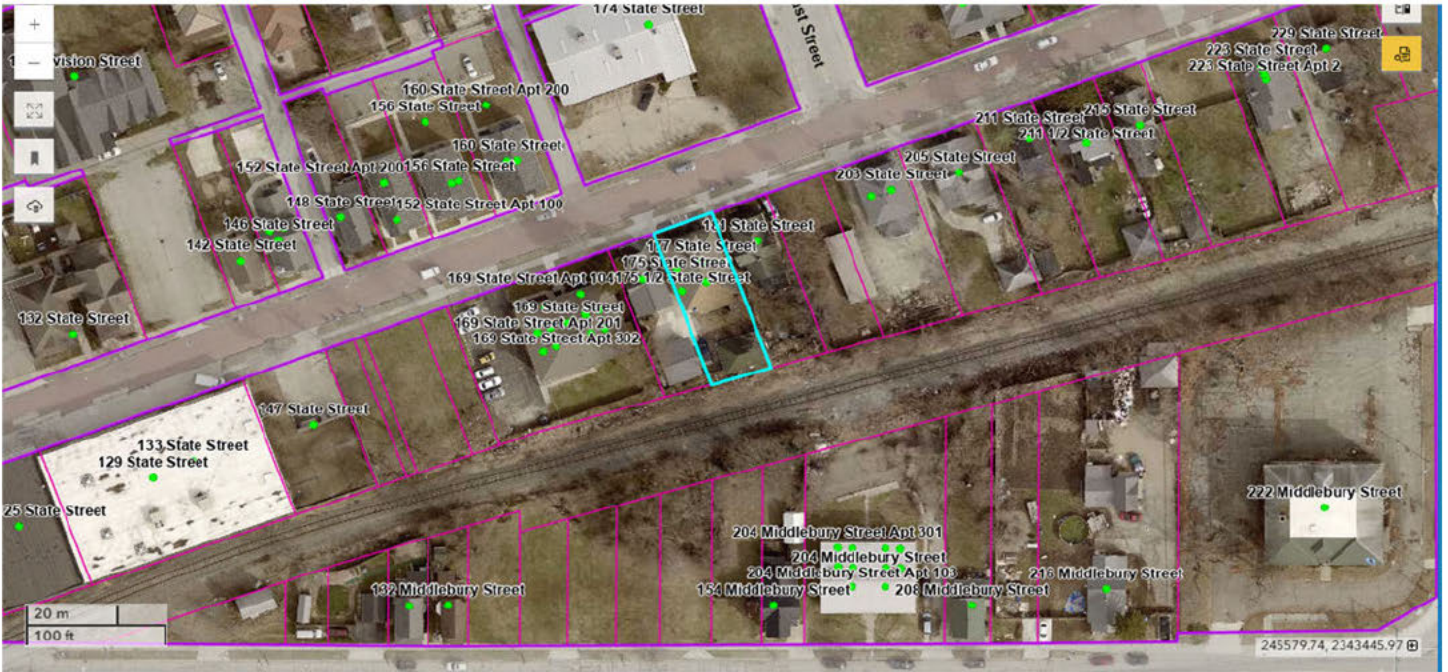
**Applicable Guidelines:**

**Commercial Standards: Signs: Add a New Sign to Replace a sign or where no signage exists.**

- New signs should be in proportion and be similar in color and details of the building.
- Signage should not cover nor remove elements of the building that give it its character.
- Signs designed in the same period as the building's construction are recommended – allowing the use of modern materials for their fabrication.
- New signs should be installed with anchoring that does not destroy or cause removal of historic materials.

**Applicable Sections of the Zoning Ordinance:**

Section 12.6 of Ordinance 4041 of the City of Elkhart requires a Certificate of Appropriateness to be issued for a conspicuous change in the exterior appearance of the existing building by demolitions, moving, additions, new construction, alteration, color change or maintenance of existing buildings, including windows, doors and all exterior features, walls or fences. As such, a Certificate of Appropriateness must be issued for the work proposed at 175-177 State Street.



## Staff Analysis

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The petitioner is requesting to install a non-illuminated vinyl printed 25.45 in. x 45.46 in. sign on the building's first story portico on the front façade to read Fulmer House.

The petitioner recently reached out staff to talk about requirement for signage for this property and was made aware of the need for approval from the Commission before permitting.

The proposed sign area will be placed on the portico with the lettering and image of the sign to be located in the center of the sign. The sign will be installed on top of the existing vinyl siding and will be able removal if needed in the future. This request for the property reflects the petitioners want to add signage to the front of their building to better identify its location.

## Recommendation

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The Staff recommends **approval** of the request based on the following findings of fact:

1. The proposed sign should be in proportion and be similar in color and details of the building;
2. The proposed sign will not cover nor remove elements of the building that give it its character;
3. The proposed sign will be installed with anchoring that does not destroy or cause removal of historic materials;
4. The proposed color, graphics, and scale is compatible with the district and its character;

# Photos

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175-177 State Street (Middle House) Google Maps, July 2019

# Attachments

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Petition, appeal letter, affidavit, and site plan.

PETITION #: 26-COA-04

FILING FEE: \$ No Fee

## PETITION to the HISTORIC COMMISSION

### PETITION TYPE: CERTIFICATE OF APPROPRIATENESS

Property Owner(s): The Ruthmere Foundation Inc

Mailing Address: [REDACTED]

Phone #: [REDACTED] Email: [REDACTED]

Contact Person/Applicant: Jacqueline Beals

Mailing Address: [REDACTED]

Phone #: [REDACTED] Email: [REDACTED]

**Subject Property Address:** 302 East Beardsley

Present Use: Museum Proposed Use: Museum

Description of Work: Manufacture period canopy over piazza - Steel frame covered in canvas

Erected steel frame on south side of mansion frontage over piazza - Seamed canvas canopy cover

will be laced onto frame for summer months before removal

NOTE: The petitioner is the legal property owner of record, or a certified representative, and agrees the above information is accurate. Failure to provide a legal signature or accurate information will make this application null and void.

PROPERTY OWNER(S) OR REPRESENTATIVE (PRINT): Jacqueline Beals

SIGNATURE(S): *Jacqueline Beals* DATE: May 7, 2026

5/7/26, 5:02 PM

Yahoo Mail - Re: Historic Review Application for Piazza Canopy

Re: Historic Review Application for Piazza Canopy

From: Bill Firstenberger [REDACTED]

To: [REDACTED]

Date: Thursday, May 7, 2026 at 04:55 PM EDT

Hello Jackie Beals,

I authorize the pursuit of a petition to the Historic Commission of the City of Elkhart for the purpose of a new seasonal awning covering the southeast corner of the Ruthmere Mansion piazza.

Regards,

Bill

Bill Firstenberger

*Ruthmere*

*An Experience in History, Art & Architecture*

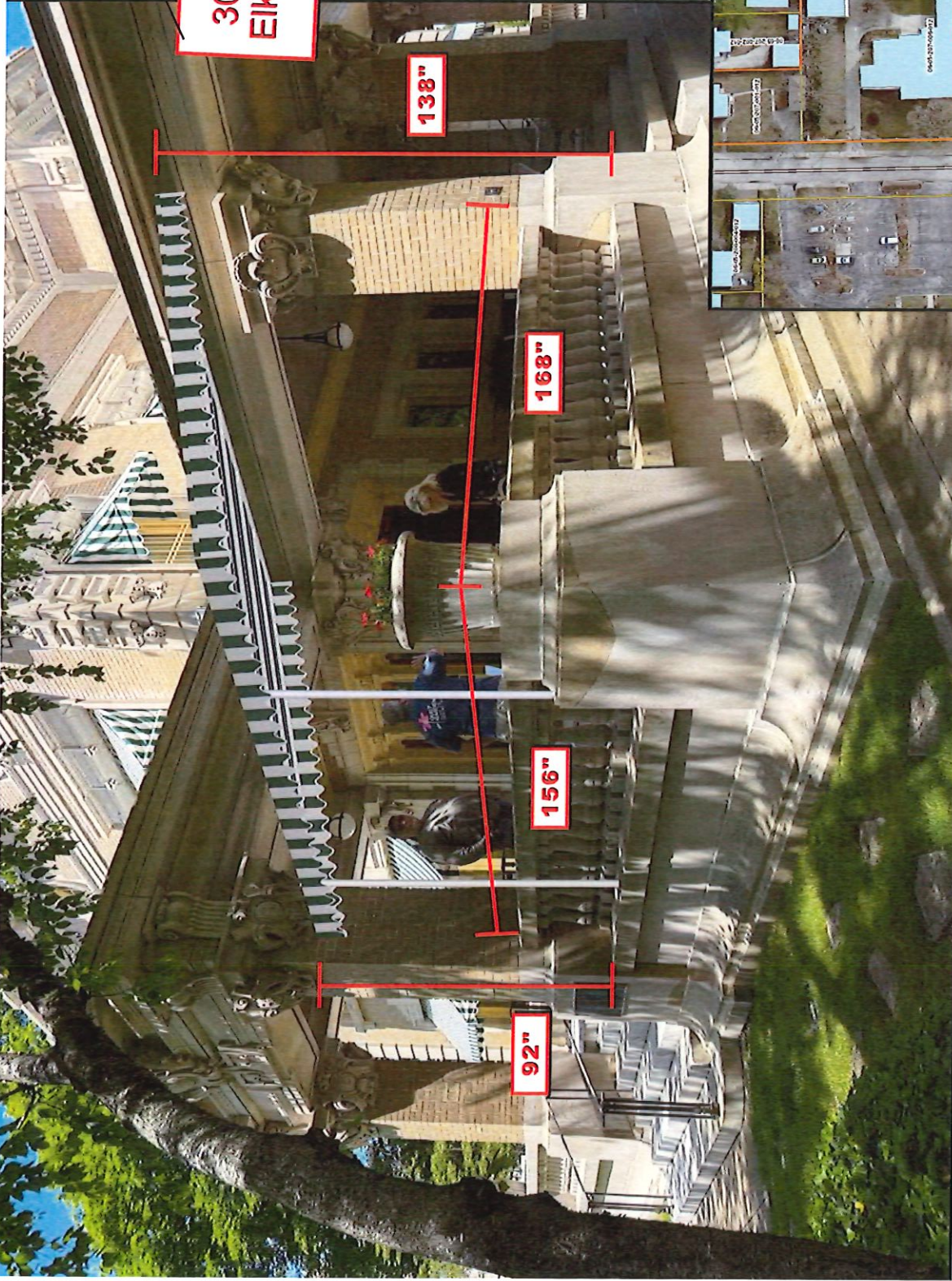
**Executive Director**



Explore [Ruthmere.org](http://Ruthmere.org)

*Ruthmere is supported by its membership, private donations, planned gifts and legacies.*

302 E. Beardsly Ave.  
Elkhart, Indiana 46514



New Awning Location

**Frame constructed of period hardware and pipe rafters**

Awning Proof:  
Ruthmere Museum  
Elkhart, IN

This is an original design and property of Custom Awning, and may not be reproduced in whole or in part without the written consent from Custom Awning.

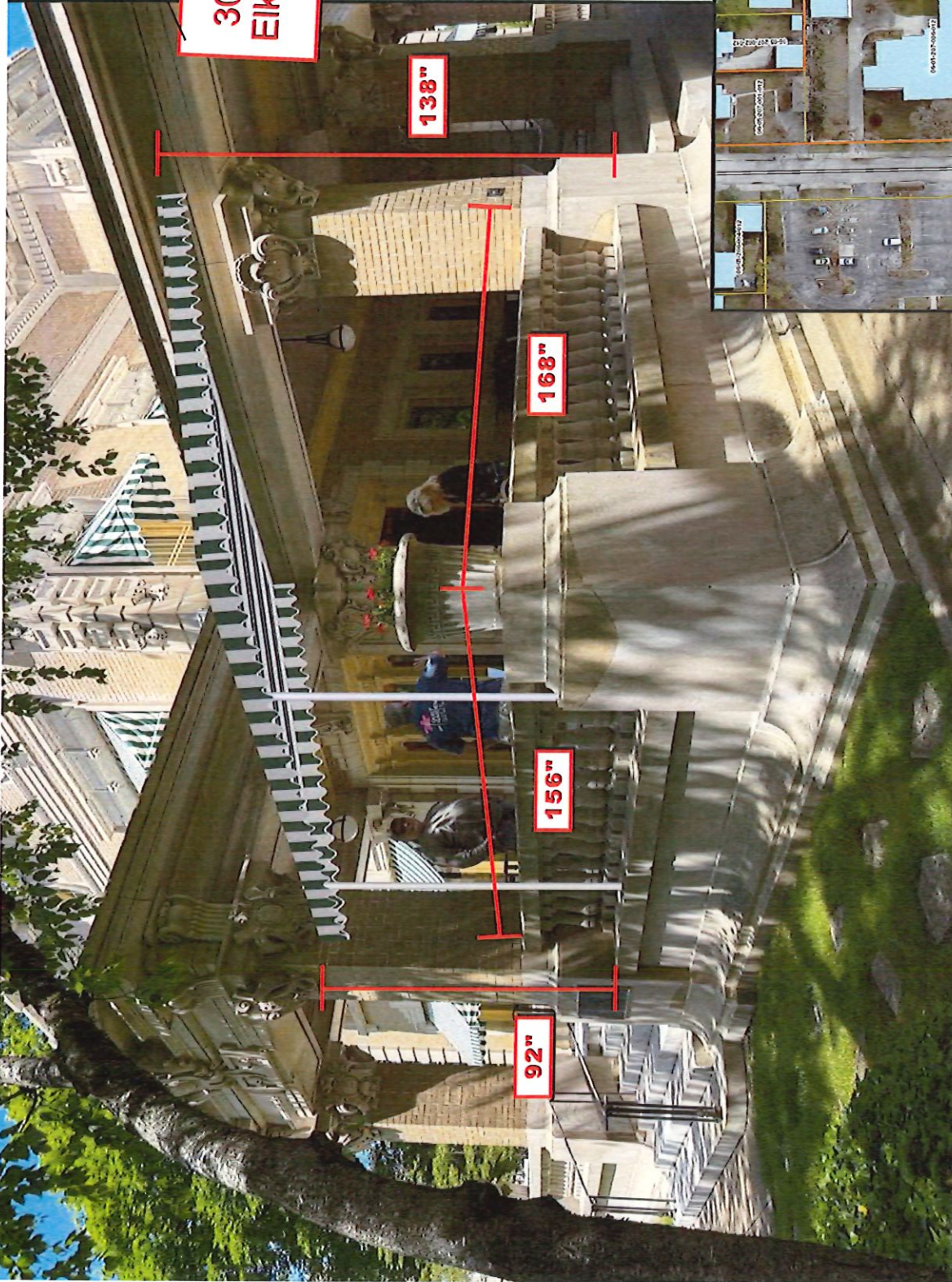
Drawn By:



Date  
4/13/26

**Custom Awning**  
of South Bend  
51 Third Street, Osceola, IN 46561

302 E. Beardsly Ave.  
Elkhart, Indiana 46514



New Awning Location

**Frame constructed of period hardware and pipe rafters**

Awning Proof:  
Ruthmere Museum  
Elkhart, IN

Drawn By:  
**IMI**

Date  
4/13/26

This is an original design and property of Custom Awning and may not be reproduced in whole or in part without the written consent from Custom Awning.



# Staff Report

Planning & Zoning

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**Petition:** 26-COA-04

**Petition Type:** Board Item

**Date:** May 21, 2026

**Petitioner:** The Ruthmere Foundation, Inc

**Site Location:** 302 East Beardsley Avenue

**Local Landmark or District:** Local landmark and National Register Historic Districts

**Rating:** Outstanding

**Date Constructed:** 1908

**Description of proposed project:**

1. Install new steel frame seamed canvas awning cover on the south side of the mansion frontage over piazza to be used in the summer months.

**Applicable Guidelines:**

**Commercial Standards: Awnings, Canopies, Marquees, and Lighting:**

**Add a new awning, canopy or marquee to a façade that has not had one in the past.**

- A new awning, canopy or marquee proposed for a building where no photographic or physical evidence exists should be designed based on others found in the District or on historic images of the District.
- The new awning, canopy or marquee should match to the extent possible the design, shape and coverings evidenced in the historic image(s).
- New designs should not cover up elements of the building that give it its architectural character.
- The new awning, canopy or marquee's installation should be specified in such a way as not to require removal or damage to original materials.

**Applicable Sections of the Zoning Ordinance:**

Section 12.6 of Ordinance 4041 of the City of Elkhart requires a Certificate of Appropriateness to be issued for a conspicuous change in the exterior appearance of the existing building by demolitions, moving, additions, new construction, alteration, color change or maintenance of existing buildings, including windows, doors and all exterior features, walls or fences. As such, a Certificate of Appropriateness must be issued for the work proposed at 302 East Beardsley Avenue.



## Staff Analysis

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The petitioner is requesting to install a new steel frame seamed canvas awning on the south side of the house frontage over the piazza to be used in the summer months. The request is to match the existing canvas window covers used around the home to add another canvas awning cover to provide shade for the piazza during the summer months for events and activities.

Currently during the summer months, the windows have individual removal awnings used to provide shade for the house. The window awnings replicate the covers used on the house from when the Beardsley family lived at the house and have continued to be used. The design and material of the awning will match the window awning which is currently used on the house. The proposed work will not damage the historic building material as the feet of the poles used to hold the awning up will rest on the ground.

Because the installation of the awning is a new change to the house, staff felt it was necessary that the Commission provides review of the canvas cover even with its temporary nature as it was determined to be outside of staff's scope for staff approval as this was seen as an alteration to the exterior of the house. In the future when the awning or window cover needs replacement if it matches the existing it will be seen as a replacement in kind and can be staff approved.

No photographic or physical evidence exists that an awning was located over the piazza, but the design is based on historic images of the house, and the location would have been a likely location if an awning had been placed. The new awning will match to the extent possible the design, shape and coverings evidenced in historic images.

More information about the use of awnings on historic buildings: Repair, replacement, and new design can be found in Preservation Briefs 44.

# Recommendation

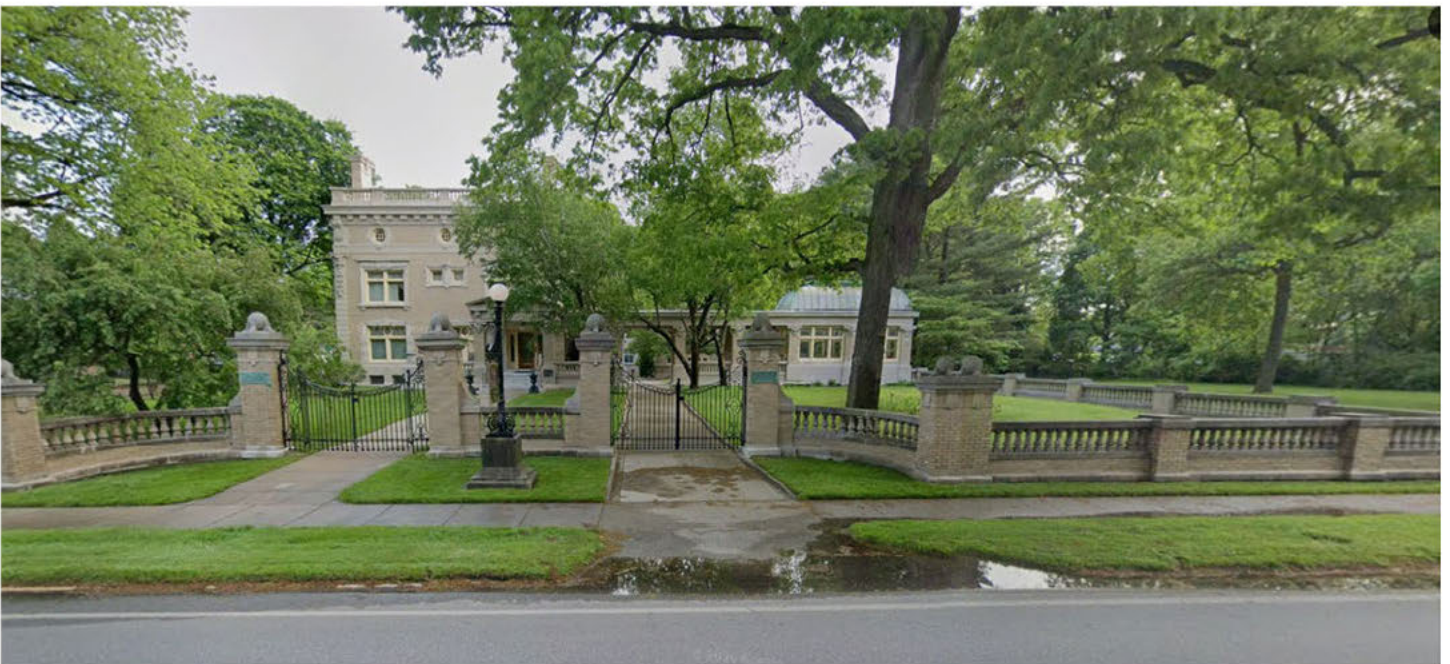
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The Staff recommends **approval** of the request based on the following findings of fact:

1. The proposed awning for the building where no photographic or physical evidence exists has been designed based on historic images of the District.;
2. The proposed design does not cover up elements of the building that give it its architectural character.
3. The proposed awning will match the design, shape and coverings evidenced in the historic image(s).;
4. The proposed awning's installation will be specified in such a way as not to require removal or damage to original materials;

# Photos

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302 East Beardsley Avenue Google Maps, May 2023



Pre 1924

## Attachments

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Petition, appeal letter, affidavit, and site plan.



# INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue  
Room N758-ES  
Indianapolis, Indiana 46204

PHONE: (855) 463-6848

**Mike Braun, Governor**  
**Lyndsay Quist, Commissioner**

April 14, 2026

This letter was sent to the listed parties.

RE: Elkhart County Bridge #265 Project (Des. No. 2101770), Middlebury, Elkhart County, Indiana

Dear Consulting Party (see attached list),

Elkhart County, with funding from the Federal Highway Administration (FHWA) and administrative oversight from the Indiana Department of Transportation (INDOT), proposes to proceed with the Elkhart County Bridge #265 project (Des. No. 2101770). American Structurepoint, Inc. is under contract with Elkhart County to advance the environmental documentation for the referenced project. Weintraut & Associates (W&A) has been subcontracted to complete Section 106 documentation for this project.

This letter is part of the early coordination phase of the Section 106 review process and we are requesting comments regarding any possible effects to cultural resources associated with this project. Please use the above INDOT Designation Number (Des. No.) and project description in your reply and your comments will be incorporated into the Section 106 documentation for this project.

The proposed undertaking is located at Elkhart County Bridge #265 (Structure No. 20-00265/National Bridge Inventory [NBI] #2000092), which carries County Road (CR) 16 (locally known as Warren Street) over the Little Elkhart River, approximately 0.20 mile east of State Road (SR) 13 in Middlebury, Elkhart County, Indiana. It is within Middlebury Township, United States Geological Survey (USGS) 7.5 Minute Middlebury, Indiana topographic quadrangle, in Section 10, Township 37 North, Range 7 East. The project area can be viewed online at <https://arcg.is/1Kj98e2> (the Des. No. is the most efficient search term once in the CRO - Public Web Map App).

The need for this project is evidenced by the deteriorated conditions of the existing Elkhart County Bridge #265, which include heavy rutting, cracking, and coping spalls on the bridge deck; spalls, cracks with exposed reinforcement, severed strands, and delamination in the superstructure; and rusted piles, exposed concrete, and bent caps on the substructure. The existing structure was originally built in 1969 and is a prestressed concrete box beam bridge with a length of 122 feet, and an out-to-out width of 32.4 feet. The bridge has an overall condition rating of 5 on a scale of 0 ("failed") and 9 ("excellent") which indicates the structure is in "fair" condition. The purpose of this project is to address the deteriorated conditions and improve the overall condition rating of the existing Elkhart County Bridge #265 to a 7 ("good") or better.

The proposed project would remove the existing bridge and replace it with a 136-foot long continuous composite prestressed concrete spread box beam bridge with an out-to-out width of 47 feet 2 inches. The new typical roadway section carried by the bridge would be widened and consist of two 11-foot wide travel lanes bordered on either side by 3-foot wide paved shoulders and concrete sidewalks. The existing bridge alignment would be

shifted permanently south to allow traffic to be maintained across the existing bridge during construction as part of the maintenance of traffic (MOT). Along the north side of the roadway, new 6-foot wide sidewalk would extend to the west end of the project limits. The 6-foot wide sidewalk would extend across the drive that is located east of the bridge and tie into the existing 4-foot wide sidewalk. Along the south side of the roadway the existing 4-foot wide sidewalk would expand to 10 feet wide and would narrow to 8 feet wide off the bridge to the west, tying into the existing 4-foot wide sidewalk at the west end of the project. This 10-foot wide sidewalk would tie into the 8-foot wide multi-use path connecting to the existing pedestrian facilities located east of the bridge. The existing decorative light fixtures located along the roadways of CR 16 and Warren Street would be replaced. Additionally, riprap would be placed along the spillslopes for scour protection.

It is anticipated that the proposed project would require approximately 1.69 acre of permanent right-of-way and re-acquisition of apparent existing right-of-way and 0.23 acre of temporary right-of-way from recreational, commercial, and residential properties. No relocations are anticipated to occur as a result of the proposed project at this time. MOT for the project is anticipated to consist of phased construction with lane closures that maintain both directions of traffic via an alternating traffic signal. Access to adjacent drives would be maintained during construction.

Section 106 of the National Historic Preservation Act requires federal agencies to take into account the effects of their undertakings on historic properties. In accordance with 36 CFR 800.2(c), you are hereby requested to be a consulting party to participate in the Section 106 process. Entities that have been invited to participate in the Section 106 consultation process for this project are identified in the attached list. Per 36 CFR 800.3(f), we hereby request that the Indiana State Historic Preservation Officer (SHPO) notify this office if the SHPO staff is aware of any other parties that may be entitled to be consulting parties or should be contacted as potential consulting parties for the project.

The Section 106 process involves efforts to identify historic properties potentially affected by the undertaking, assess its effects and seek ways to avoid, minimize or mitigate any adverse effects on historic properties. For more information regarding the protection of historic resources, please see the Advisory Council on Historic Preservation's guide: *Protecting Historic Properties: A Citizen's Guide to Section 106 Review* available online at <https://www.achp.gov/sites/default/files/documents/2017-01/CitizenGuide.pdf>.

The Area of Potential Effects (APE) is the area in which the proposed project may cause alterations in the character or use of historic resources. The APE contains no resources listed in the National Register of Historic Places (NRHP).

A historian who meets the Secretary of the Interior's Professional Qualification Standards identified and evaluated above-ground resources within the APE for potential eligibility for the NRHP. As a result of the historic property identification and evaluation efforts, one property, the Middlebury Flour Mill is recommended as eligible for listing in the NRHP.

An archaeologist who meets the Secretary of the Interior's Professional Qualification Standards is conducting a survey of archaeological resources within the APE for potential eligibility for listing in the NRHP. A report of that investigation is forthcoming and will be distributed to the appropriate consulting parties for review at a later date.

The Historic Property Report is available for review in IN SCOPE at <https://erms12c.indot.in.gov/Section106Documents/> (the Des. No. is the most efficient search term, once in IN SCOPE). You are invited to review these documents and to respond with comments on any cultural resource

impacts incurred as a result of this project. We also welcome your related opinions and other input to be considered in the preparation of the environmental document. If a hard copy of the materials is needed, please respond to this email with your request within seven (7) days.

Please review the information and comment within thirty (30) calendar days of receipt. If you indicate that you do not desire to be a consulting party, or if you do not respond, you will not be included on the list of consulting parties for this project. If we do not receive your response in the time allotted, the project will proceed consistent with the proposed design and you will not receive further information about the project unless the design changes.

All future responses regarding the proposed project, including questions concerning specific project details, should be forwarded to:

Preeti Samra  
Senior Environmental Specialist  
American Structurepoint, Inc.  
9025 River Road, Suite 200  
Indianapolis, Indiana 46240  
[psamra@structurepoint.com](mailto:psamra@structurepoint.com)

**Tribal Nation representatives please respond to INDOT's Tribal Liaison, Taylor Payne,** at [tapayne@indot.in.gov](mailto:tapayne@indot.in.gov) (317-779-5775) with any responses pertaining to this project, including to provide INDOT/Indiana FHWA additional information about Tribal resources/concerns and questions/comments regarding cultural resources. The FHWA point of contact is Erica Tait at [erica.tait@dot.gov](mailto:erica.tait@dot.gov) (317-226-7481).

Sincerely,



Matthew S. Coon, Manager  
Cultural Resources Office  
Environmental Services

**Enclosures:**

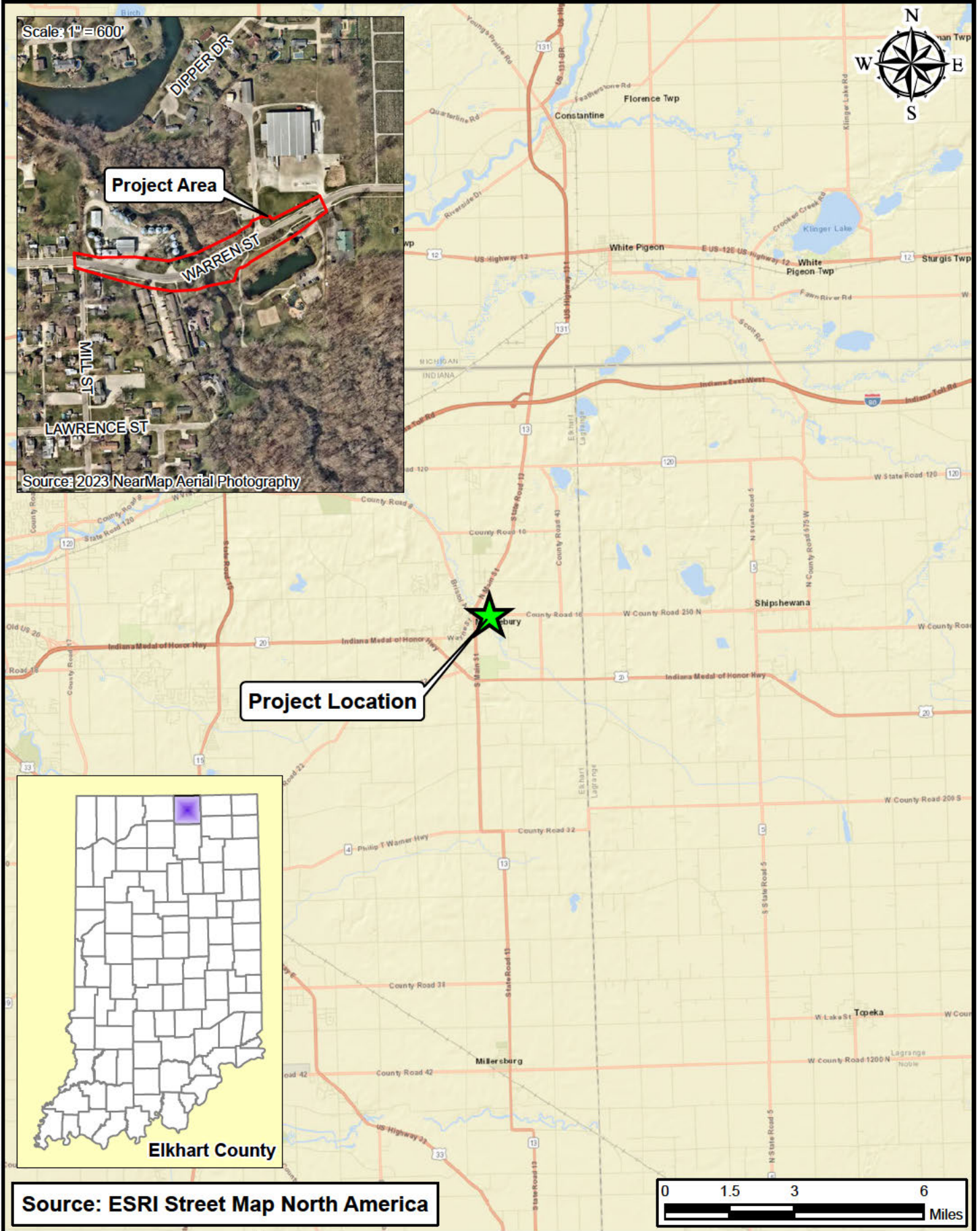
State Location Map  
USGS Topographic Map  
2023 Aerial Photography Map

**Distribution List:**

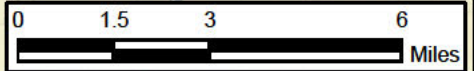
Indiana State Historic Preservation Officer (SHPO)  
Elkhart County Commissioners – [ccommissioners@elkhartcounty.com](mailto:ccommissioners@elkhartcounty.com)  
Elkhart County Genealogical Society – [info@elkhartcogensoc.org](mailto:info@elkhartcogensoc.org)  
Elkhart County Historian – [mbrenneman@maplenet.net](mailto:mbrenneman@maplenet.net)  
Elkhart County Historical Museum – [museum@elkhartcountyparks.org](mailto:museum@elkhartcountyparks.org)  
Elkhart Historic & Cultural Preservation Commission – [Eric.Trotter@coei.org](mailto:Eric.Trotter@coei.org)  
Indiana Landmarks Northern Regional Office – [tzeiger@indianalandmarks.org](mailto:tzeiger@indianalandmarks.org)

**Distribution List Cont.:**

Michiana Area Council of Governments (MACOG) – [macogdir@macog.com](mailto:macogdir@macog.com)  
Middlebury Community Historical Museum – [President@middleburyhistoricalsociety.org](mailto:President@middleburyhistoricalsociety.org)  
Middlebury Parks Department – [sbourne@townofmiddlebury.org](mailto:sbourne@townofmiddlebury.org)  
Middlebury Public Works Department – [publicworks@middleburyin.com](mailto:publicworks@middleburyin.com)  
Middlebury Town Council – [townmanager@middleburyin.com](mailto:townmanager@middleburyin.com)  
Eastern Shawnee Tribe of Oklahoma  
Forest County Potawatomi Community  
Match-e-be-Nash-she-wish Band of Pottawatomi Indians (MBPI/Gun Lake Tribe)  
Miami Tribe of Oklahoma  
Peoria Tribe of Indians of Oklahoma  
Pokagon Band of Potawatomi Indians  
Shawnee Tribe  
Turtle Mountain Band of Chippewa Indians



Source: ESRI Street Map North America

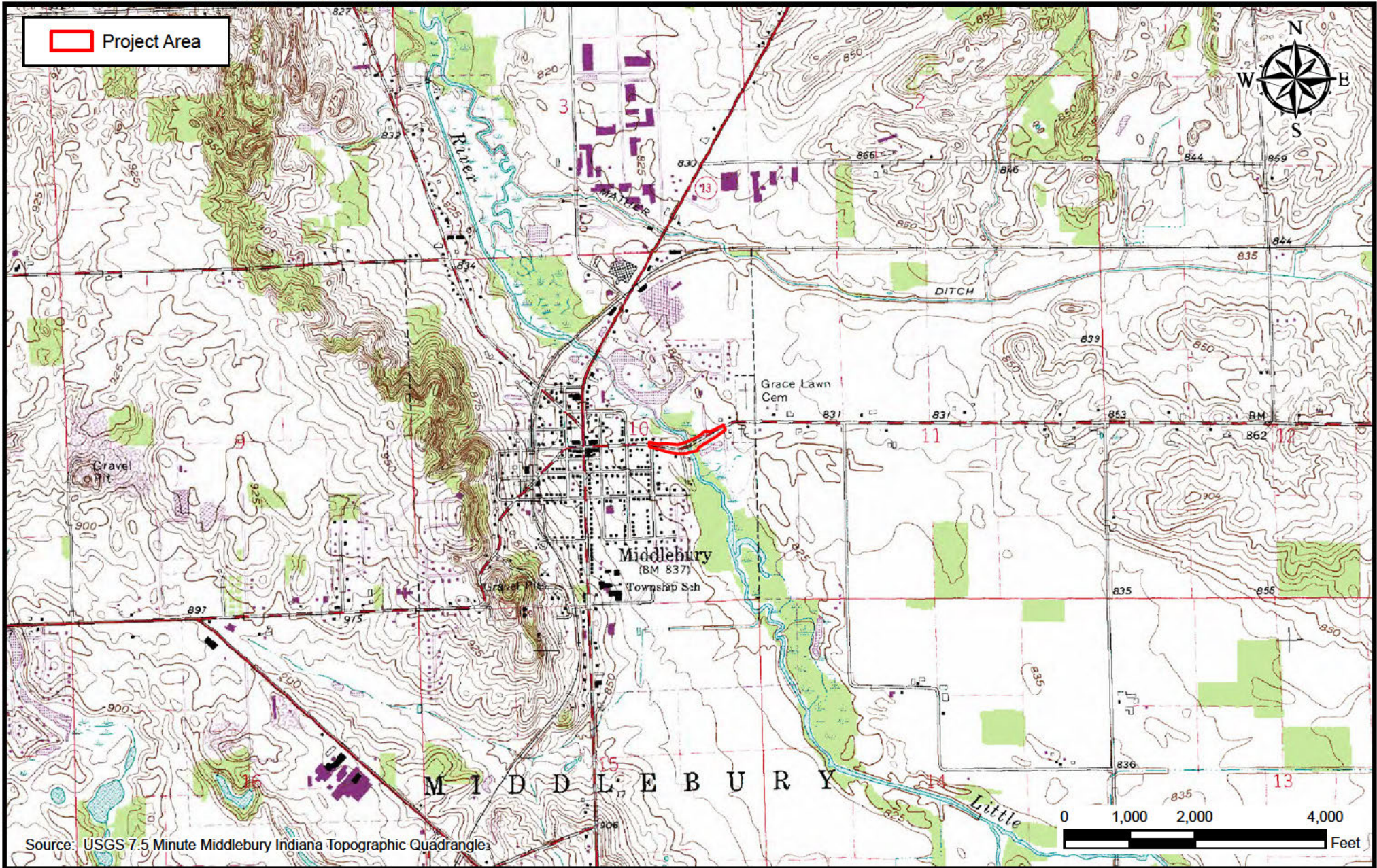


State Location Map

Elkhart County Highway Department  
610 Steury Ave  
Goshen, IN 46528

Elkhart County Bridge #265 Improvement  
Des. No. 2101770  
Location: Middlebury  
Township: Middlebury  
County: Elkhart  
State: Indiana

Date: 4/14/2026



Source: USGS 7.5 Minute Middlebury Indiana Topographic Quadrangle



### USGS Topographic Map

Elkhart County Highway Department  
610 Steury Ave  
Goshen, IN 46528

### Elkhart County Bridge #265 Improvement Des. No. 2101770

Location: Middlebury  
Township: Middlebury  
County: Elkhart  
State: Indiana

Date: 4/14/2026



Source: 2023 NearMap Aerial Photography



2023 Aerial Photography

Elkhart County Highway Department  
610 Steury Ave  
Goshen, IN 46528

Elkhart County Bridge #265 Improvement  
Des. No. 2101770

Location: Middlebury  
Township: Middlebury  
County: Elkhart  
State: Indiana

Date: 4/14/2026



1



2


# HISTORIC DESIGNATION

## NATIONAL REGISTER

### OR


## LOCAL DESIGNATION?

3



The National Park Service  
National Register of Historic Places

- The foundation for historic preservation in the United States
- Serves as the “gate” for most programs, incentives, local protection and other recognition
- Created as part of the National Historic Preservation Act of 1966
- A way for the Federal Government to categorize properties that needed to be reviewed as part of the Section 106 process that is required for all Federally funded projects



4



## The National Park Service

National Register of Historic Places

- Properties considered significant to American history, architecture, archaeology, engineering, or culture
  - Typically at least 50 years old
- Significant on a national, state, and/or local level

5

## How are National Register Districts Created?

- How old is it?
- Does it meet criteria?
- Determination of Eligibility (DOE)
- Nomination Form
- CLG review
  - State notifies CLG
  - Public comment/review by HCPC
  - CLG has 60 days to respond to state
    - No response or CLG recommends – goes to State Review
    - CLG recommends not listing – owner has 30 days to file an appeal
    - State may request to expedite the CLG participation if procedures have been met
- State review
- National review

6

## Can a building be listed on the National Register without owner consent?

- No
- It can be nominated
- State will notify owner
- Eligibility determined at National level, but not listed
- National Register listing does not restrict owner in any way unless federal funds are used

7

## National Register Criteria for Eligibility

Associated with events that have made a significant contribution to the broad patterns of history



8

**Associated with the lives of persons significant in our past**



9

**Embody distinctive characteristics of a type, period, or method of construction, or that represent the work of a master**

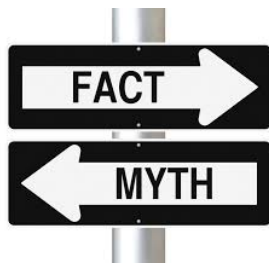


10

**Have yielded or may yield information important in prehistory or history**



11



**Myth:**

Must have government approval to make changes.

**Fact:**

Approval/review only required for Federal or State Funded Projects (Section 106 and 4f)

**Myth:**

Property must be open to the public at least once a year

**Fact:**

No such requirement

12



- Provides for **NO** National Register Police.

13

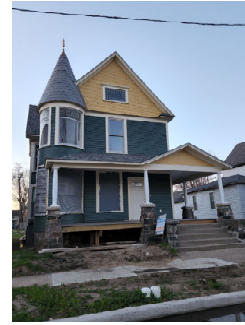
## LOCAL DESIGNATION



14

## Who creates local historic districts?

- Community and HCPC
- HCPC recommends to Common Council
- Council creates a local district through passage of an ordinance



15

## Steps in local designation:

- What should be preserved?
- Single- or multi-site
- Working with property owners
- Informational meetings
- Develop guidelines
- Public hearings



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## **Historic & Cultural Preservation Commission**

- Public Hearing
- Approval of ordinance recommendation
  - District Description
  - Guidelines

### **City Council Approval**

- 2 Readings
  - Introduction
  - Public comment
  - Vote

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## **How are Local Historic Districts Created?**

- Single site- owner or HCPC applies; Multi-site – HCPC drafts map
- Application
  - Property description
  - Meets criteria
- Does it meet criteria?
- Public meetings & notifications
- Public hearing & vote by HCPC
- Commission files a draft ordinance with the City Clerk
- City Council will have 2 readings (one will be a public hearing) & vote
- Following approval by City Council, COAs will be required for all exterior changes going forward.

18

## Identifying Preservation Needs

- Buildings at risk
  - Neglect
  - Development pressures
- Rating a resource
  - Outstanding (O)
  - Notable (N)
  - Contributing (C)
  - Contributing/Non-historic (CNH)
  - Non-contributing (NC)
- Multi-Site Districts vs Single Site Historic Districts



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## Findings of Previous Surveys

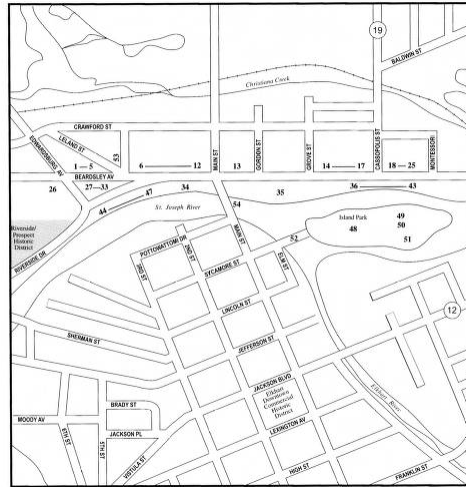
- Seven districts identified:
  - Downtown Commercial Historic District
  - State-Division Historic District
  - Beardsley Avenue Historic District
  - Morehouse Historic District
  - E. Jackson/St. Joseph Manor Historic District
  - Riverside/Prospect Historic District
  - Strong/Lexington Historic District
- Four listed on the NR
- 408 NR designations, 11 local single-site designations
- Hundreds more local designations possible



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## Mapping out a Multi-site Historic District

- Historical
- Visual
- Physical
- Surveyed lines
- Political
- Primary & Secondary Areas



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## Working with property owners

- Establishing a Historic District by law does not require permission from property owners, but support is important for its success in the City Council
  - Connect
  - Setup informational meetings



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Designation Procedures: All designations must submit an application to the Historic Preservation Commission for one Public Hearing. The Commission will review all designations and give a recommendation to the legislative body. The legislative body shall approve the designation in an ordinance before the historic district is established and the building classifications take effect.

Single Site Designation: Owners of property or Historic Preservation Commission wishing to establish a single site historic district, may petition the Commission according to the following rules:

1. A description of the property either by survey or deed of the proposed district must be provided;
2. The owner or owners must be in one of the potential districts proposed by the Commission or must give adequate justification for seeking designation as follows;
  - a. Its character, interest and value as part of the development of one or all of the following; the City of Logansport, Cass County; the State of Indiana; or the United States of America;
  - b. Its educational value;
  - c. Its suitability for preservation; and/or
  - d. Its portrayal of the environment of a group of people in an historical era.
3. The owner or owners must have indicated their reasons for proposing designation on an application filed with the Commission;

Multi-site Historic Designations:

1. The Commission will establish a Historic District Committee.
2. The Historic District Committee (and staff if available) will study and evaluate the proposed historic district with respect to:
  - a. Its character, interest and value as part of the development of one or all of the following; the City of Logansport, Cass County; the State of Indiana; or the United States of America;
  - b. Its educational value;
  - c. Its suitability for preservation; and/or
  - d. Its portrayal of the environment of a group of people in an historical era.
3. The Historic District Committee will present their findings on the proposed historic district to the Commission for approval.
4. The Commission will vote on whether or not to support the proposed historic district.

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## Conservation Districts

- Two phases
- 1<sup>st</sup> phase (3 years) – only review demolition, moving, new construction
- 2<sup>nd</sup> phase – becomes a local historic district with full review
- Can remain in phase 1 if a majority of property owners object in writing

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# Benefits of Establishing a Local Historic District

- Increased property values
- Protect investments
- Stability
- Higher occupancy
- Variety
- Quality of life
- Diversity
- Better new construction design
- Tax generation
- Environmentally Responsible



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# Certificate of Appropriateness

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

All information requested must be completed on this application. If you have questions, please call the City Planning and Zoning Department at 294-5471.

Application is hereby made for a Certificate of Appropriateness as REQUIRED under Ordinance Number 4041 of the City of Elkhart, Indiana. For any structure located in a locally designated historic district, a Certificate of Appropriateness must be issued by the Historic and Cultural Preservation Commission before a permit is issued for, or work is begun on, any of the following: demolition or moving of any building; a conspicuous change in the exterior appearance of existing buildings by additions, reconstruction, alteration, or maintenance involving exterior color changes; any new construction; a change in walls or fences or construction of walls and fences; or a conspicuous change in the exterior appearance of non-historic buildings subject to view from the public way by additions, reconstruction, alteration, or maintenance involving exterior color change.

In addition to this application, there may be requirements of other state and/or local laws and regulations with which you must comply in order to undertake the project.

Owner's Name \_\_\_\_\_ File Number \_\_\_\_\_  
 Address \_\_\_\_\_ Date \_\_\_\_\_  
 Zip Code \_\_\_\_\_ Phone: Home \_\_\_\_\_ Work \_\_\_\_\_  
 ADDRESS WHERE WORK IS TO BE DONE \_\_\_\_\_  
 Existing Use of Structure (residential, commercial, etc.) \_\_\_\_\_  
 Proposed Use of Structure \_\_\_\_\_  
 Description of Project:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The following documents must be submitted:  
 \_\_\_\_\_ Site Plan \_\_\_\_\_ Legal Description \_\_\_\_\_ Photographs \_\_\_\_\_ Building Plans  
 \_\_\_\_\_ Samples/Swatches \_\_\_\_\_ Other \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date \_\_\_\_\_

- Would follow format already established
- Not required for interior work or ordinary maintenance and repair

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