

Elkhart Historic & Cultural Preservation Commission

Meeting Thursday, February 19, 2026

Call to Order:

JA Whitmer called to order the Elkhart Historic & Cultural Preservation Commission Meeting for Thursday, February 19, 2026 at 7:01 pm.

Roll Call:

Present: JA Whitmer, Doug Mulvaney, Bill Zimmerman and Carrie Brunson (Proxy).

Absent: Bobby Glassburn

Approval of Agenda:

JA Whitmer explained that she was serving as Chair because Ann Linley is no longer serving in the Historic Commission.

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

Election of Officers:

Whitmer stated as a review the election would be a Chair, Vice Chair person, and the Treasurer. Whitmer said that the longtime Chair has moved to the Board of Zoning Appeals.

Whitmer opened nominations for the Chair. Doug Mulvaney nominated Bill Zimmerman, seconded by Carrie Brunson; motion approved 4-0.

Whitmer opened nominations for Vice Chair. Zimmerman nominated Doug Mulvaney, seconded by Carrie Brunson; motion approved 4-0.

Whitmer opened nominations for treasurer. Mulvaney nominated JA Whitmer as Treasurer, seconded by Zimmerman; motion approved 4-0.

Approval of Minutes:

Zimmerman gave everyone a minute to look over the minutes from October 13, 2025, and November 20, 2025, to see if any corrections needed to be made.

Zimmerman said he would accept a motion to approve the minutes for October 13, 2025, as presented. Motion made by Mulvaney, seconded by Whitmer; motion approved 4-0.

Zimmerman said he would accept a motion to approve the minutes for November 20, 2025 as presented. Motion made by Whitmer, seconded by Mulvaney; motion approved 4-0.

Financial Report:

Kyle Anthony-Petter presented the financial reports to the commission. Anthony-Petter said that there were two payments approved towards the end of 2025. The first one was for professional services paid to Indiana Landmarks in the amount of \$3,800 and the second invoice paid for

professional services to Indiana Landmarks was for \$3,625 with a remaining balance of \$575 and the Historic donation account balance of \$5,467.92.

Whitmer asked if the appropriation of \$8,000 goes back to the balance and that was not included in \$5,467.92. Anthony-Petter responded correct.

Zimmerman asked for a motion to approve the financial report as presented. Motion made by Whitmer, seconded by Mulvaney; motion approved 4-0.

Hearing of Visitors:

Zimmerman asked the visitors to present themselves.

Father Pat Reidy introduced himself as a law professor at Notre Dame and there were also some of his students. Zimmerman congratulated and thanked the future lawyers for their attendance. Zimmerman said that there are two lawyers in the commission.

Mulvaney said that questions could be ask after the meeting and said, "we did not specialize this in law school, but we are here because we love historic preservation."

Old Business:

Anthony-Petter stated that staff has talked about changing the time of the meetings from 7:00PM to 6:00PM and asked if that would be an issue with the commission members since this board is officially the latest board meeting during the day.

Whitmer said that she personally does not have a problem, but the previous chair person might have had. Zimmerman asked if anyone opposed moving it from 7 o'clock to six o'clock. There was no opposing from the members. Zimmerman said that we will move it to six o'clock from now on.

Anthony-Petter asked if they would need to do a roll call. Whitmer added if a vote on that or anything was needed.

Kevin Davis, deputy city attorney and attorney for historic commission, said that it should be an agenda item to actually move it. David said if that's what you are to do and for future meetings and then just make the announcement and update the notification to the public. Whitmer said that they can do it next month. David responded yes if you have a meeting next month.

Reordered secretary asked if next meeting will be at 7:00 p.m. or 6:00 p.m. Davis and Whitmer confirmed 7:00 p.m. Whitmer added "we will have an agenda item to move it to six."

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

New Business:

A: INDIANA LANDMARKS

Deb Parcell said that she wants to update the commission on the Indiana Landmark contract for the year since it is going to be different since it was big and historic district is being dissolved there won't be many certificates of appropriateness. Parcell said that Kyle Anthony-Petter is super

experienced with COAs and the few that there may be; he is quite capable of handling them. The contract moved from time and materials to and Parcell will keep track of her time and mileage when she is present in meetings, projects, workshops, training or anything like that. The contract is written for a maximum of \$4,000 or \$5,000, which is going to be less money because there will probably be less work and probably less meetings. Parcell said that they will try this for the year as the district maybe becomes the conservation district more work will probably come in the future. Parcell asked Anthony-Petter if he knew how much the contract was for.

Anthony-Petter read not to exceed \$5,000 with the hourly rate of \$75 plus .72 cents per mile for travel expense.

Parcell shared that they have changed their boundaries for their northern region and they are reaching down to Fort Wayne and that they have increased their workload tremendously. Parcell said that it is a huge change, and they believed that in that transition it may be helpful since the commission won't have lots going on this year and then we will just see where we are at the end of the year. Zimmerman said that it does make sense and asked the commission if there were any questions.

Zimmerman asked for a motion to approve the compensation arrangement with Indiana Landmarks as proposed. Motion made by Whitmer, seconded by Mulvaney; motion approved 4-0.

Staff Item:

A: 26-COA-01, 311 Division St – New Shingle Roof, Fascia, Gutters and Chimney Flashing

Anthony-Petter read: this is a staff item maintenance review. Staff has already gone through the process of approving it. The petitioner was Pletcher Properties, Inc, the site location was 311 Division Street. This is both in the current state and the local district. It was rated contributing.

Description of proposed project:

1. Install new wood fascia on front side upper roof
2. Install new aluminum fascia on front side upper roof
3. Install new gutters and downspout on front side upper roof
4. Install new chimney flashing surrounding chimney
5. Remove and replace existing asphalt shingles with new shingles with currently unknown color

Applicable Guidelines:

Roof, Gutters/Downspouts, Soffits: Retain the original shape and materials of the roof whenever possible. Replace with new material that matches the original as closely as possible in composition, size, shape, color, and texture.

Staff Analysis

The petitioner is requesting to install new wood fascia with new aluminum fascia on the upper roof of the front facade. New gutters and downspouts will be installed at the same time to match the existing white aluminum K-style gutters and downspouts on the house. New chimney flashing surrounding chimney will also be installed during the replacement of the existing asphalt shingles with new shingles of an unknown color.

The property recently took part in the Elkhart Rental Inspection Program on December 11, 2025, and it was determined that the gutters had fallen to the ground and were needed to be reattached. Upon further investigation more repairs were needed due to wood damage caused by water.

This request on the property reflects maintenance needed to maintain the property from further damage from water and the replacement of the roof will occur at the same time.

The proposed work meets the historic district guidelines for material and profile and has been approved by staff.

Recommendations

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

1. The proposed roof shingle replacement is similar to the existing shingles, and meets historic district guidelines for material and profile.
2. The proposed new wood fascia replacement is similar to the existing fascia, and meets historic district guidelines for material.
3. The proposed aluminum fascia is similar to the existing fascia, and meets historic district guidelines for material.
4. The proposed gutters and downspout is similar to the existing gutters and downspout, and meets historic district guidelines for material and profile.
5. The proposed chimney flashing surrounding the chimney is similar to the existing, and meets historic district guidelines for material.
6. The proposed work is an in-kind replacement to the existing materials and can be approved by staff.

Whitmer said that she had a question and expressed that for her it is a little scary when we say unknown color. Whitmer asked if Anthony-Petter has seen what there is currently. Anthony-Petter responded Yes, I have and they have not replaced it yet. Whitmer asked if they had made a color choice. Anthony-Petter responded, "I do know quite yet what they are proposing, but based upon talking with the applicant he was going to try to go for a similar color." Whitmer said if it is not as similar as they can get to what is there it is going to look odd. Anthony-Petter said I agreed with that. Whitmer added that she was curious to see what the result was since it has already been approved by staff. Zimmerman said that appears in the photographs that they are black, but that might not be. Whitmer said that it was an old photograph. Anthony-Petter said that this photograph was from 2023. Anthony-Petter said that he has not had an opportunity to drive out there to see if it has even been installed yet and he knows that permits have been pulled for the work, but because of the changing weather he does not know if they have completed the work yet. Whitmer suggested that in a situation like that he should make it known that it should be as close as possible to what there is there and then she won't be so scared.

Announcements:

Zimmerman asked if there were any announcements for the good of the order.

Anthony-Petter said that before Ann Linley had departed, she left him with two letters that she wanted him to read into the record.

Anthony-Petter read:

Greetings and happy new year!

I hope this note finds you well, happy, healthy and ready to tackle an exciting 2026.

Thank you kindly for the historic documents you sent our way.

I have done my share research on this beautiful old church, but the information was rather limited- so your packet was appreciated.

We're also thrilled to have much more information on past pastors of ECC.

I am sure we'll be able to find the rest of pastors after the Rev. G.L. Tudor's service.

When we received your package, I had begun research on the beautiful stained-glass windows in our present day Lobby. This area once was the original small church, I believe. Little did anyone realize the treasure hidden above the low ceilings – a two story wooden cathedral ceiling, Absolutely breathtakingly beautiful.

So, I am pleased that you included the history of the windows and rose window in the nave. Such a rich history and beautiful explanation of each window. Every individual who has ever walked into our church, has obviously fallen in love with these exquisite windows.

Such amazing and incredibly beautiful craftsmanship. Just an awesome sight.

Should you ever be inclined to want to take a peek, please let me know, I'd be happy to receive you and others.

Again, thank you kindly for sending these informative documents our way.

In his service

Lani Fischer
Administrator
Elkhart Community Church

Anthony-Petter read the second letter:

Thank you so much for the historical items from Grace, Castle & Simpson churches. These items were new to me. So, I was thrilled to be able to add them to our historical display. If you should come across more from Good Shepherd, I would love to have them.

Thank you again,
Phyl Stiver
Faith United Methodist Church

Zimmerman thanked Anthony-Petter and asked if there were any other announcements to come in front of the order.

Adjournment:

Zimmerman said that he would accept a motion to adjourn the meeting at 7:25 pm. Motion made Whitmer, seconded by Brunson; motion approved 4-0.

Bill Zimmerman

Bill Zimmerman, Chair