

HISTORIC COMMISSION MINUTES

February 20, 2025



MEETING LOCATION: City Council Chambers, City Building

MEMBERS PRESENT: Roger Daniel Matt Dixon
Corey Carter Gabriel Schoenlein

STAFF PRESENT: Michalla Perkins, Program Manager
Carly Sherman, Staff Attorney

OTHERS PRESENT: Frank Bartolovich
Andrew Bartolovich

CALL MEETING TO ORDER

Matthew Dixon called the meeting to order at 6:00 p.m. The roll was called by Michalla Perkins. A voting quorum was present. Mr. Dixon swore in all present that would be testifying in front of the Historic Commission.

APPROVAL OF PREVIOUS MEETING MINUTES – February 20, 2025

Mr. Dixon introduced the first item on the night's agenda, the meeting minutes from January 20, 2025. Mr. Dixon asked if everyone had received a copy of the minutes and had reviewed them. There were no denials. Mr. Dixon asked there were any corrections or additions. There were no changes. Mr. Dixon asked for a motion to approve the minutes. The motion was approved unanimously as a 4-0 vote.

CERTIFICATE OF APPROPRIATENESS – 601 SOUTH MAIN STREET – SOUTH MAIN STREET HISTORIC DISTRICT Installation of Windows

Mr. Dixon presented the Certificate of Appropriateness request and asked for a staff report.

Michalla Perkins presented the staff analysis using a PowerPoint presentation. Ms. Perkins stated the requested action is for the issuance of a certificate for the installation of windows that were installed, and the property history is it is located at 601 South Main Street. The property was built in 1909 and is a residential property. It is 2,620 square feet, and it was last sold in January of 2024. Ms. Perkins then cited the Middletown Development Code's text regarding the issuance of a Certificate of Appropriateness as well as the time

limits and appeals associated with Certificates of Appropriateness. Ms. Perkins displayed the property location, the Certificate of Appropriateness application, pictures provided by the applicant, and Certificate of Appropriateness design review criteria.

Mr. Dixon asked if the applicants wished to address the Commission. Ms. Perkins stated the applicant was present. Mr. Bartolovich addressed the Commission by stating he did not know about this process of a Certificate of Appropriateness. The windows were no longer functional and some were boarded up. Mr. Bartolovich stated that he used cost-effective new windows for the property for his son to live in.

Mr. Daniel stated what would happen if the Commission were to vote no. Mr. Daniel asked if the windows would have to be removed. Ms. Perkins stated she would check with the City Planner. Ms. Sherman stated that yes in theory the windows would need to be removed if the Commission did not approve them. Mr. Daniel stated that was not very cost effective.

Mr. Bartolovich asked about specific scenarios where he would come into the Historic Commission. Commission Members explained that anything that changes the property would need to come before the Commission. Mr. Dixon stated normally vinyl windows would not approved in the past.

Mr. Bartolovich stated that he would come back next time for any changes to the property to get permission before doing any work.

Mr. Dixon asked if there was any member of the public that wishes to speak in favor of the application? There was no response. Is there any member of the public that wishes to speak in opposition to the application? There was no response. Mr. Dixon stated we will close the public forum.

Mr. Dixon asked is there any discussion amongst the members of the commission with respect to the motion? All right, then the question before the commission is approval of the application as submitted. Mr. Dixon requested the roll call to vote. The motion was approved as a 4-0 vote through roll call.

Mr. Daniel – Yes to Approve

Mr. Dixon – Yes to Approve

Mr. Carter – Yes to Approve

Mr. Brickler – Not Present

Mr. Schoenlein – Yes to Approve

NEW/OLD BUSINESS

Mr. Dixon stated is there any old or new business that needs to be brought before the commission? Ms. Perkins stated I would like to give an update that the historic preservation plan. It's still undergoing a few amendments with people in the city and other departments because people have been sick and that has delayed the Historic Preservation Plan being

presented for review to the Historic Commission, but a few chapters should be able to be presented in March. That is the plan if we get everything put through to be reviewed.

ADJOURNMENT

Mr. Dixon asked if there was a motion. Mr. Daniel stated a motion to adjourn. Mr. Schoenlein seconded. There was a motion to adjourn unanimously, and the meeting ended at 6:40 p.m.



Matthew Dixon
Chairman



Claire Fettters
City Planner