

# HISTORIC COMMISSION MINUTES

## APRIL 17, 2025



**MEETING LOCATION:** City Council Chambers, City Building

**MEMBERS PRESENT:** Corey Cater Matthew Dixon  
Roger Daniel Gabriel Schoenlein

**STAFF PRESENT:** Michalla Perkins, Program Coordinator  
Kacie Dean, Zoning Administrator  
Bobby Mumma, Staff Attorney

**OTHERS PRESENT:** Marty Kohler

### CALL MEETING TO ORDER

Chairman Mathew 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 – MARCH 20, 2025

Mr. Dixon then moved to the next item on the meeting agenda: the meeting minutes from March 20, 2025 meeting. Mr. Dixon asked if everyone had the opportunity to receive and review the meeting minutes. Mr. Daniel motioned that the meeting minutes be accepted as presented; Mr. Schoenlein seconded the motion. The meeting minutes were unanimously approved.

### CERTIFICATE OF APPROPRIATENESS – 304 THE ALAMEDA

Mr. Dixon presented the Certificate of Appropriateness request and asked for a staff report. Ms. Perkins presented the staff analysis using a PowerPoint presentation. Ms. Perkins stated the requested action is for the issuance of a Certificate of Appropriateness for the construction of a new single car garage. The property was built in 1914 and is a residential property on a .34 acre lot. It is 3,238 square feet, and it was last sold in November of 2019. 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 applicant was present. Hearing no response, Mr. Dixon asked if any member of the public wished to speak in support of the application. Hearing no response, Mr. Dixon asked if any member of the public would like to speak in opposition of the

application. Hearing no response, Mr. Dixon asked if there was any preliminary discussion to be had amongst the commission.

Mr. Schoenlein stated he did not believe the proposed single car garage matched the existing home.

Mr. Daniel stated the house and the other garage on the property appear to have hip roofs and the proposed single car garage has a gable roof. Mr. Daniel questioned the accuracy of the site plans compared to the proposed image of the single car garage and asks if the single car garage will be constructed on a concrete slab. Mr. Daniel raises concerns of approving a metal roof in a historic district.

Mr. Dixon expresses his concerns regarding how the single car garage will match the existing home.

Mr. Dixon states the commission has remaining questions for the applicant and asks if there is a motion with respect to the application. The commission discussed the option to table to the application until further information could be obtained from the applicant, explicitly how the new construction compares to the existing structures on the property. Mr. Daniel motioned that the application be tabled until the applicant provides additional information; Mr. Schoenlein seconded the motion.

The motion was approved through roll call, passing unanimously with a 4-0 vote.

Roger Daniel – Yes to Table

Matthew Dixon – Yes to Table

Corey Carter – Yes to Table

Gabriel Schoenlein – Yes to Table

#### **NEW/OLD BUSINESS**

Ms. Perkins introduced new comments to the commission received by City Staff for the Historic Preservation Plan. Ms. Perkins noted the public comments would be exhibited in the meeting minutes (see Exhibit A).

Ms. Perkins then opened the floor to receive public comments regarding the Historic Preservation Plan. Mr. Dixon swore in Marty Kohler.

Mr. Kohler stated he agreed with Mr. Schoenlein's comment. Mr. Kohler stated he would like to see properties from both the National Register and those locally designated included in the plan. Mr. Kohler expressed his desire for the City to think about what it will be doing differently as a result of the adoption of the plan and if the plan would change the mode of operation for staff or produce specific deliverables in regard to historic preservation.

Mr. Kohler stated the plan lists review criteria, but mentioned his concern about not

incentivizing or proposing programs and relying on code alone. Mr. Kohler expressed his experiences with resistance to wanting to preserve historic buildings and the difficulty of finding individuals who can do historic preservation work. Mr. Kohler lists organizations in the region who can be a resource to provide preservation work. Mr. Kohler asks the commission to think outside the box rather than simply enforcing standards.

Mr. Daniel inquired about the presence of Mr. Rodriguez. Staff stated they would ask him to attend the next meeting. Mr. Daniel stated he believes the plan is lacking in real guidance into what people need to do and if they need to do anything, or when people should obtain a certificate of appropriateness, but simply describes types of historic homes. Mr. Daniel questions if this direction is helpful.

Mr. Dixon stated the plan is intended to outline what structures we want to preserve and why we want to preserve them.

Mr. Schoenlein states the plan is not ready and more time is needed for the plan to be edited. Mr. Schoenlein states the plan does a decent job at providing the what, but lacks in information regarding how to restore and who to contact.

Mr. Dixon states the plan is meant to provide an eagle eye overview and last for years to come as new and changing City policy is put in place.

Mr. Daniel states his hope was for the plan to outline how the historic commission reviews applications if people are interested in making changes to their house.

Mr. Dixon states the idea was to have a preservation plan, then guidelines, then by-laws in a phased approached.

Mr. Schoenlein states the plan should be looking to what other cities are doing in regards to preservation planning. Mr. Schoenlein points out the plans lack of specific connections to Middletown and the city's events.

Mr. Daniel states he would like to see pictures of Middletown's buildings included. Mr. Daniel inquired about the level of engagement from the consultant.

Mr. Schoenlein expresses further concern that the plan should put forth examples of structures and properties in Middletown that are appropriate for designation.

Mr. Schoenlein notified staff of two homes in the South Main Historic District that may be incompliant with City the Middletown Development Code. Staff acknowledged.

Ms. Perkins provided an update on the fencing around the Manchester Inn.

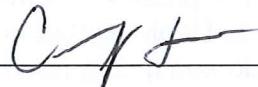
Ms. Perkins provided an update on new Staff member, Kacie Savage, who will be taking over starting in May as the staff liaison for the historic commission.

**ADJOURNMENT**

With no further business to conduct, the meeting was adjourned at 6:45 p.m. The motion passed unanimously.



Historic Commission Chairman



Claire Fettters, City Planner

\*Full Meeting Recording Available on the City's YouTube Channel.