



**REGULAR MEETING NOTICE AND AGENDA  
ZIONSVILLE ARCHITECTURAL REVIEW COMMITTEE (“ZARC”)**

**Tuesday, January 10, 2023  
8:00 a.m. (Local Time)**

THIS PUBLIC MEETING WILL BE CONDUCTED ONSITE AT ZIONSVILLE TOWN HALL IN ROOM  
105 (COUNCIL CHAMBERS), LOCATED AT 1100 WEST OAK STREET:

Please click the following link to join the Zoom  
webinar:

<https://us02web.zoom.us/j/83055398564>

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**AGENDA**

1. Call To Order
2. Recognition Of Quorum
3. Adoption Of Agenda
4. Approval Of Minutes
  - a. May 10, 2022
  - b. November 22, 2022

Documents:

[2022-11-22 ZARC MTG MINUTES.PDF](#)

5. Reports
6. Old Business
7. New Business
  - a. Election Of Members To Offices (President, Vice President, Secretary)
8. Other Business
  - a. Zionsville Business District – Improvement Program - Update
9. Adjourn

**Next Regular Meeting:** Tuesday, February 14, 2023 at 8:00 a.m.



## **Zionsville Architectural Review Committee - Meeting Minutes**

**Location: Virtual and In-Person**

Tuesday, November 22nd, 2022

### **ATTENDEES:**

#### **Committee Members Present:**

- Todd Rottmann
- David Rausch
- Mike Billig
- Steve Freeland
- Tom Casalini
- Carol Mullet

#### **Committee Members Absent:**

- Cara Weber – Remote
- Mike – Remote
- Justin Wagner – remote since 8:17 am

#### **Others Present:**

- Zach Lutz, Town of Zionsville
- Owen Young, Town of Zionsville
- Mike Dale, Town of Zionsville
- Paul Kite, Representing Nicholson

No Minutes

President Todd Rottmann opened the meeting at 8:05 am. A Quorum was present.

### **MEETING AGENDA:**

A new agenda was reviewed. A motion to adopt the agenda was made by Mike Billig and seconded by Cara Weber. Motion was approved unanimously.

### **MEETING MINUTES:**

Meeting minutes were reviewed. A motion to adopt the agenda was made by David Rausch and seconded by Mike Billig. Motion was approved unanimously.

### **REPORTS:**

The ZARC Financials were reviewed for 2022. Cohatched paid out. Topsy Mermaid (\$34,250) & encumbered balance of \$25,000 remains. 95 E. Oak St (Nicholson Orthodontics) - \$25,000, is requesting up to \$25,824 which is also noted in the financial summary. 50k Remaining.

### **OLD BUSINESS:**

1. David Recusing himself from the meeting.
2. **Topsy Mermaid (no applicant present) – David Represented applicant**
  - Update on project & potential for additional enhancement after uncovering the existing exterior in better condition than expected.
    - i. Started Demo



- ii. Started taking off the siding. May preserve the integrity of old building. Old siding is in good condition. Included fishscale – dentil detailing.
  - iii. Upper floor windows have been replaced & will be retained.
  - iv. New trim details.
  - v. Some dentil molding along bottom.
  - vi. Porch does not appear to be original. May have been wood originally. Stone pattern porch does not appear to be original & probably added later.
  - vii. Proposed Enhancements/Changes:
    1. Restore the fishscale & dentil trim to transition to from fish scale to siding. Take the shutters off from the original design (removed from the future plan).
    2. Originally West exposure had 4 windows. 1 to north of entrance was covered over and poorly patched. Proposal to replace with (4) double hung.
    3. Entry doors added 5' door (originally appears to have been a 6' door). Trim to North was poorly installed. Request to move door and center it in the entrance and add trim and correct the siding to the north as part of the enhancement.
    4. Roof – original was to replace old shingles. Re-roof the entire building. Originally had space sheathing boards, may have been a metal roof. Wanting to re-roof the with a standing seam roof. Color of roof – maybe a neutral gray. Low profile roof. Will replicate a historic tin roof.
    5. Approximate adds discussed \$65k.
      - a. Again approximate
      - b. Upgrading from shingles to standing seam roof (\$37k)
      - c. Windows (\$8-9k),
      - d. Doors, (\$?)
      - e. Siding (\$12k)
      - f. Additionally soft costs and misc cost mentioned, too.
      - g. Previously funding \$34,250.
      - h. New add \$24,256.00.
      - i. Town of Zionsville mentioned the CDC also offered \$125k.
    6. Color of building and roof to be reviewed & approved by committee. Predominant color will be yellow with white trim.
  - Sign discussed. Committee asked to review the signage.
  - Project is under construction.
  - Schedule:
    - i. Plan is to be completed end of March.
    - ii. Issues with mechanical equipment delivery.
  - ZARC reiterated that this is the reason for this program. Cost to maintain the village and why we do this. Added value.
  - Tom moved to approve as discussed. Steve seconded. All approved.
3. David has rejoined the committee
  4. Funding & Encumbering Discussed: Cannot re-encumber the funds again. Outside of ZARC meeting, the town will need to discuss funding.
  5. Nicholson:
    - Paul Kite asked for Nicholson – request to push funding to next year.
    - When is Nicholson construction completion anticipated? Plan is to issue check this year and hold since project is expected to be completed within 45 days.



- No Committee vote required. Town will discuss funding outside of ZARC meeting.
6. Encumbering of funds:
- No reencumbering from 2021. Approved some 2022 funds for 2023. Need to request to town.

**NEW BUSINESS:**

1. Wildwood – Prelim discussions with Tom. Not ready to present. May hold until 2023. Brief concept discussion involved a rear facing façade onto 1<sup>st</sup> street, more appealing store front, fencing, parking, just north of next to Midwest jewelers.
2. Tom Casalini & Potential Enhancement for Village:
  - Discussed Concept of potential of areas to improve & enhance the Village.
  - Mentioned ZARC is basically an arm of Economic Development for Zionsville & Business District
  - Value of presentation of our Village
  - Has had preliminary discussions with Lance
  - Ask Business District Committee – Will be presenting –
  - Multiple topics for enhancement: Landscaping budget, drainage areas, bunk house and decorative stones & pots being added/enhanced. Parking lot striping, lighting in the Village, signage, wayfinding, public restrooms, bike racks, pocket park (town clock) & open up the block, new flags, curb repair, public art, potentially a different lighting scheme during the holidays, Brick Street up 39 rooms.
  - Funding – Maybe have a fixed budget for projects.
  - Project Ideas – Come from ZARC members & residents. Potential to bid out work to complete improvements.
  - Could be a ZARC initiative.
  - Topics discussed - Good ideas, Bylaws, DPW funding (Lance), Get feedback from visitors, establish experience, operating budget, refine our role & transparency of concept, Business District, Chamber has been involved some.
  - Committee in support of the idea.
  - Tom Casalini - Meeting with the mayor to discuss the opportunity, bylaws, concept, more details on the concept.
  - Next Steps:
    - i. Maybe a steering Committee with multiple parties (chamber, ZARC, Council, other groups, etc.) maybe a micro group.
    - ii. In Tom's Court.

**NEXT MEETING DATE:**

The next meeting is scheduled for 8:00am, Tuesday, December 13th, 2022.

**ADJOURN:**

With no other new business, a motion to adjourn was made by Mike Billig at 9:44 am and seconded by Steve Freeland. Motion was approved unanimously.

Respectfully submitted,

Michael J. Billig, P.E.,  
Secretary