

**Michele Gelfman,  
President**

# CERTIFICATE OF APPROPRIATENESS

## ADMINISTRATIVE APPROVAL

The Historic Preservation Commission of South Bend and St. Joseph County has approved the following work:

Replace fascia and soffit with new wood material.

Replace gutters with new 5" aluminum gutters and downspouts (color matched to existing)

EJ Barany Gutters, Contractor  
for the following location:

**310 NAVARRE ST  
South Bend, IN, 46601  
Chapin Park  
Application No. 2019-1004A**

in the County of St. Joseph; State of Indiana; which is:

- Located in a Local Historic District** Ord No. 9574-05  
 **A Local Historic Landmark** Chapin Park

and found this application to be appropriate according to the Standards pertaining to Local Historic Landmarks and/or Local Historic Districts. Regulations pertaining to the Historic Preservation Commission are found in Chapter 21 (Zoning), South Bend Municipal Code and Chapter 26 of the St. Joseph County Code.

The issuance of this certificate does NOT in any manner, release the recipient from the responsibility of complying with the requirements of the zoning ordinances, building codes, safety codes, ADA or other requirements of the City of South Bend, the County of St. Joseph, the State of Indiana, or the United States Federal Government.

This certificate is good for one year from the date of issuance and is effective from the date entered herein. Plans are on file and open for public inspection at the office of the Historic Preservation Commission of South Bend and St. Joseph County, 227 West Jefferson Blvd., Suite 1400 S, South Bend, Indiana, during normal business hours.

## HISTORIC PRESERVATION COMMISSION OF SOUTH BEND AND ST. JOSEPH COUNTY

Phone: (574) 235-9371

E-mail: SBSJCHPC@southbendin.gov

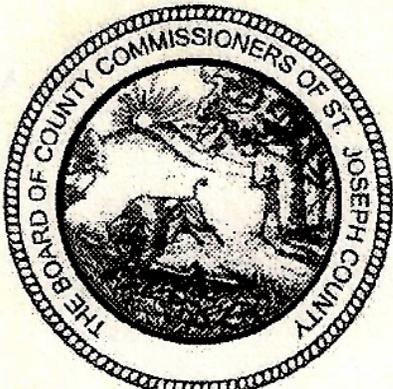
### THIS CERTIFICATE IS NOT TRANSFERABLE

**NAME OF APPLICANT: Christopher Shields and Amanda Skofstad**

**DATE CERTIFICATE  
TAKES FORCE: 10/4/2019**

**DATE CERTIFICATE  
EXPIRES: 10/4/2020**

**CERTIFICATE ISSUED BY:  
Adam Toering  
Historic Preservation Specialist**



**ELICIA FEASEL**

**Historic Preservation  
Administrator**

**POST IN A CONSPICUOUS PLACE ON THE STREET SIDE  
OF THE PROJECT UNTIL COMPLETION OF ALL WORK.**



# HISTORIC PRESERVATION COMMISSION OF SOUTH BEND AND ST. JOSEPH COUNTY

County—City Building, South Bend, IN 46601  
http://www.southbendin.gov/government/department/community-investment  
Phone: 574/235.9371 Fax: 574/235.9021  
Email: [hpcsbsjc@southbendin.gov](mailto:hpcsbsjc@southbendin.gov)

Timothy S. Kluszczinski, President

A Certified Local Government of the National Park Service

Elicia Feasel, Historic Preservation  
Administrator

## APPLICATION FOR A — CERTIFICATE OF APPROPRIATENESS

**OFFICE USE ONLY>>>>>>>DO NOT COMPLETE ANY ENTRIES CONTAINED IN THIS BOX<<<<<<OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Application Number: \_\_\_\_\_

Past Reviews:  YES (Date of Last Review) \_\_\_\_\_  NO

Staff Approval authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Historic Preservation Commission Review Date: \_\_\_\_\_

Local Landmark  Local Historic District (Name) \_\_\_\_\_

National Landmark  National Register District (Name) \_\_\_\_\_

Certificate Of Appropriateness:  Denied  Tabled  Sent To Committee  Approved and issued: \_\_\_\_\_

Address of Property for proposed work: 310 W. Navarre Street, SB, 46616  
(Street Number—Street Name—City—Zip)

Name of Property Owner(s): Amanda Skofstad and Christopher Shields Phone #: 847.525.7492

Address of Property Owner(s): Above  
(Street Number—Street Name—City—Zip)

Name of Contractor(s): Barany Guttering Phone #: 574-289-9898

Contractor Company Name: EJ Barany Gutters

Address of Contractor Company: 56763 Tulip Rd - New Carlisle - IN - 46552  
(Street Number—Street Name—City—Zip)

Current Use of Building: Single Family  
(Single Family—Multi-Family—Commercial—Government—Industrial—Vacant—etc.)

Type of Building Construction: Wood frame with partial brick  
(Wood Frame—Brick—Stone—Steel—Concrete—Other)

Proposed Work:  In-Kind  Landscape  New  Replacement (not in-kind)  Demolition  
(more than one box may be checked)

Description of Proposed Work: Due to water damage, replacing fascia, soffit, and gutters on front of house  
on the porch area. Also hanging new gutters on garage and on two-story addition in the back of house. Materials include standard 5- inch aluminum gutters and downspouts  
with color that matches existing paint colors, wood fascia board, metal fascia to cover and protect fascia board.

Owner e-mail: amandaskofstad@gmail.com and/or Contractor e-mail: ejbaranyguttering@yahoo.com

X Amanda Skofstad and/or X Jamie Mann  
Signature of Owner Signature of Contractor

By signing this application I agree to abide by all local regulations related to project and to obtain a Building Department Permit, if applicable.

—APPLICATION REQUIREMENTS ARE LISTED ON REVERSE SIDE—

**EJ Barany Gutters**  
 56763 Tulip Rd  
 New Carlisle, IN 46552  
 574-289-9898

# Quote

Date: 09/09/2019  
 Quote No.: 10143

**Bill To:**  
 Amanda Skofstad  
 310 W Navarre  
 South Bend, IN 46616

**Ship To:**  
 310 W Navarre  
 South Bend, IN 46616

Hrs	Description	Unit Price	Total
1	Enclosed are estimates to do the following work on the front porch of your home.		
1	To install new unpainted wood soffit.	\$446.00	\$446.00
1	To install new unpainted fascia board.	\$315.00	\$315.00
1	To install new aluminum fascia.	\$272.00	\$272.00
1	To install new five inch seamless aluminum gutters, new two by three inch downspouts, and to reinstall your gutter covers.	\$304.50	\$304.50
1	Enclosed is our estimate to install new six inch seamless gutters with new three by four inch downspouts on the two sections above the deck on the rear of your home.	\$362.50	\$362.50
1	Also enclosed is an additional estimate to install new six inch seamless aluminum gutters with a new three by four inch downspout on your garage.	\$662.50	\$662.50
1	*Please note we do guarantee our workmanship and that you will not have any leaks. However, we can not guarantee there won't be any overflow issues on your front porch due to the amount of water coming off your roof (the upper gutter drains into the lower gutter) only draining into 2 downspouts. Which is why we recommended six inch gutters with four inch downspouts.		

**Total \$2,362.50**

**Due upon completion**

**Thank you for your business.**

From: [Amelia Skifford](#)  
To: [Adam Taylor](#)  
Cc: [Hank Bower](#), [Cynthia Bower](#)  
Subject: Re: Submission: cost of approximations for work on 310 W. Navarre  
Date: Wednesday, October 2, 2019 7:21:04 PM

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Dear Adam,

Thank you for your email.

I enclose photos of the water damage for your review. We bought the house in spring 2018, and the gutters appeared not to have been cleaned for the four years the property was tenant occupied. We believe this led to water backup behind the fascia and resulted in the rot you see below:



Close up:



Other views of water damage and wood rot:





We do not have a strong view regarding aluminum fascia covering the wood fascia. The contractor indicated this would help protect the board and the aluminum could be matched to put existing cream paint color, so would blend in nicely.

In the interests of helping protect the wood, we agreed to the aluminum fascia to cover the wood. We are happy to dispense with it if necessary. It would cost us less not to include it.

Thank you,  
Amanda

Sent from my iPhone

On Oct 2, 2019, at 11:56 AM, Adam Toering <[atoering@southbend.in.gov](mailto:atoering@southbend.in.gov)> wrote:

Ms. Skofstad,

I received your voicemail yesterday regarding your application for improvements to your structure. My colleague Elicia forwarded me the application from the general HPC e-mail account. Projects submitted to the Historic Preservation office fall into two categories of review: 'Administrative Approval' of minor projects that conform to the standards and guidelines, processed by HPC Staff; or major projects (meaning those that are either large in scope or that do not conform to the standards and guidelines) that are reviewed by the Historic Preservation Commission at one of their monthly meetings. Staff attempts to process as many projects as possible administratively to accelerate the 'response' time for the applicants, as well as lighten the agendas of the monthly meetings. The [Standards and Guidelines for the Chain Park Local Historic District that apply to your property are available online](#).

First, in response to your voicemail question: payment can be mailed or delivered to our office, or processed over the phone by calling Business License Administrator Michelle Adams at (574) 235-5912.

Second, regarding the details of your submission:

1. Photographs of the water damage would be helpful. Our most recent file photos are from 2016 and do not indicate any immediate water damage or concerns. At that time, Staff was concerned for the condition of the front steps. I've attached the minimum maintenance survey compiled by our office at that time to this e-mail for your records.
2. The replacement of the gutters would qualify for an administrative approval.
3. From file photos, most of the exterior cladding and fascia is wood. The application indicates that the new wood fascia board would be covered with metal (aluminum). If my understanding of the current/existing fascia is correct, this would constitute a change in material, and would not be in keeping with the Standards and Guidelines. Were this reviewed at one of the monthly meetings, I'd envision the Commission would want to know why aluminum is being considered on the exterior of the fascia. Did the contractor offer a quote on finishing the fascia as it was before? Having the price difference of multiple quotes can help with conveying a financial hardship argument to the Commission in the event of material changes.

I'm available this afternoon and tomorrow to consult regarding the fascia material at your convenience.

Best,

**Adam Toering**  
Historic Preservation Specialist  
Department of Community Investment  
(574) 235-7478  
[atoering@southbend.in.gov](mailto:atoering@southbend.in.gov)  
City of South Bend  
227 W. Jefferson Blvd., Ste. 1400  
South Bend, IN 46601

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**From:** Elicia Feasel <[efeasel@southbend.in.gov](mailto:efeasel@southbend.in.gov)>

**Sent:** Wednesday, October 2, 2019 10:09 AM

**To:** Adam Toering <[atoering@southbend.in.gov](mailto:atoering@southbend.in.gov)>

**Subject:** Fwd: Submission: cert of appropriateness for work on 310 W. Navarre

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**From:** Amanda Skofstad <[amandskofstad@gmail.com](mailto:amandskofstad@gmail.com)>

**Sent:** Tuesday, October 1, 2019 2:11 PM

**To:** Hi -Historic Preservation

**Subject:** Submission: cert of appropriateness for work on 310 W. Navarre

Hello,

Attaching our filled out, signed certificate of appropriateness for repair work on our home of 310 W. Navarre.

Also attaching the contractor's quote.

Please let me know if there are any questions, or if photos of the water damage that gives rise to this are needed.

Thank you,  
Amanda  
847-325-7492

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