



**CITY OF
BLOOMINGTON**
HOUSING AND NEIGHBORHOOD DEVELOPMENT

BHPC MEETING PACKET

Thursday April 13, 2023

5:00 p.m. EST

Prepared by HAND Staff

In Person: The McCloskey Room, 401 N Morton St., Ste. 135, Bloomington, IN 47404

Zoom: <https://bloomington.zoom.us/j/95852185508?pwd=M3J2aDgrdjdXaWh1QUN3eWRKYThKQT09>

Meeting ID: 958 5218 5508

Passcode: 082945

One tap mobile

+13126266799,,95852185508# US (Chicago)

+19292056099,,95852185508# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

TABLE OF CONTENTS

Agenda - April 13, 2023 Meeting.....3

Minutes - March 23, 2023 Meeting.....4

COA Staff Approvals

COA 23-21 336 S Euclid Ave. (Greater Prospect Hill Historic District).....11

COA 23-22 508 W 3rd St. (Prospect Hill Historic District).....22

COA Staff Recommendations

COA 23-20 820 W Kirkwood Ave. (Near West Side Historic District).....32

COA 23-23 NW corner of 1st St. & Rogers St. (Kohr Building Historic District)..46

New Business

Certificate of Appropriateness Application Form Draft.....79

Grid guide resource for petitioners.....82

Bloomington Historic Preservation Commission Meeting

In Person: 401 N Morton St., Ste. 135, Bloomington, IN 47404

Zoom: <https://bloomington.zoom.us/j/95852185508?pwd=M3J2aDgrdjdXaWh1QUN3eWRKYThKQT09>

Meeting ID: 958 5218 5508 Passcode: 082945

Thursday April 13, 2023, 5:00 P.M.

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF MINUTES**
 - A. March 23, 2023
- IV. **CERTIFICATES OF APPROPRIATENESS**
 - Staff Review**
 - A. **COA 23-21**
336 S Euclid Ave. (Greater Prospect Hill Historic District)
Petitioner: Tim Devine
Remove a window on the facade facing the alleyway.
 - B. **COA 23-22**
508 W 3rd St. (Prospect Hill Historic District) Petitioner:
Richard and Linda Judd
Patio hardscape and arbor
 - Commission Review**
 - C. **COA 23-20**
820 W Kirkwood Ave. (Near West Side Historic District)
Petitioner: Justin Fox
Detached garage with a living unit on the second floor.
 - D. **COA 23-23**
Northwest corner of 1st St. and Rogers St. (Kohr Building Historic District)
Petitioner: Barre Klapper, Springpoint Architects
New Addition
- V. **NEW BUSINESS**
 - A. COA APPLICATION FORM AND DRAWING GRID
- VI. **OLD BUSINESS**
 - A. COA 23-15 for 2521 N Fritz Dr. in the Matlock Heights Historic District was retracted by the owner.
- VII. **COMMISSIONER COMMENTS**
- VIII. **PUBLIC COMMENTS ANNOUNCEMENTS**
- IX. **ADJOURNMENT**

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or email, human.rights@bloomington.in.gov.

Next meeting date is April 23, 2023 at 5:00 P.M. and will be a teleconference via Zoom.

Posted: 4/10/2023

Bloomington Historic Preservation Commission Meeting

Zoom:

<https://bloomington.zoom.us/j/95852185508?pwd=M3J2aDgrdjdXaWh1QUN3eWRKYThKQT09>

Meeting ID: 958 5218 5508 **Passcode:** 082945

Thursday March 23, 2023, 5:00 P.M.

AGENDA

I. CALL TO ORDER

Meeting was called to order by **Chair John Saunders @ 5:13 p.m.**

II. ROLL CALL

Commissioners Present:

Elizabeth Mitchell (Present) (Entered Meeting @ 5:13 p.m.)

Reynard Cross (Present) (Entered Meeting @ 5:15 p.m.)

Marleen Newman (Present)

Sam DeSollar (Present)

Daniel Schlegel (Present)

John Saunders (Present)

Advisory Members Present:

Duncan Campbell

Staff Present:

Gloria Colom, HAND (Present)

John Zody, HAND (Present)

Dee Wills HAND (Present)

Chris Wheeler, City Legal Department (Present)

Guests Present:

Barre Klapper (Present)

John Hewett (Electronic)

Jen Scott (Electronic)

Joel Keefer (Electronic)

Nick Mathein (Electronic)

Todd Rottman (Electronic)
Tucker Jaroll (Electronic)
Richard Lewis (Electronic)
Deb Kunce (Electronic)
Tim Devine (Present)
Joshua Hogan (Present)
Whitney Sullivan (Present)

III. APPROVAL OF MINUTES

A. February 23, 2023

Sam DeSollar made a motion to approve **February 23, 2023 Minutes**.

Daniel Schlegel seconded.

**Motion Carries: 6 Yes (Cross, Mitchell, Saunders, DeSollar, Schlegel, Newman),
0 No, 0 Abstain.**

IV. CERTIFICATES OF APPROPRIATENESS

Staff Review

A. COA 23-10

106 W 6th St. (Courthouse Square Historic District)

Petitioner: Kellie Easton

Temporary Sign

Gloria Colom gave presentation. See packet for details.

Commission Review

A. COA 23-14

817 W 6th St. (Near West Side Historic District)

Petitioner: Jen Scott

Window replacement - 5 windows

Gloria Colom gave presentation. See packet for details.

Jen Scott gave more details to the petition. See packet for details.

Jen Scott stated that she wanted to keep the windows as close to the originals as possible.

Sam DeSollar asked **Jen Scott** if the muttons were on the outside or inside of the window, or if they were between the glass.

Sam DeSollar commented that the **Neighborhood** is updating their guidelines so they don't actually have **Historic District Guidelines**, just the **Conservation District Guidelines**. **Sam DeSollar** stated that the **Neighborhood** was moving towards **Historic District Light**, and they do not really want to regulate this. **Marleen Newman** clarified that the existing wood windows with the thermal panes are equivalent to a window that is double paned. More discussion ensued about the condition of the windows. See packet for details.

John Saunders made a motion to **approve COA 23-14**.

Reynard Cross seconded.

Motion Carries: 6 Yes (Cross, Mitchell, Saunders, DeSollar, Schlegel, Newman), 0 No, 0 Abstain.

B. COA 23-15

2521 N Fritz Dr. (Matlock Heights Historic District)

Petitioner: Tucker Jaroll

Removing a three season room and concrete pad. Building a larger room with heating.

Gloria Colom gave presentation. See packet for details.

Duncan Campbell asked if the three season room was original to the house and what the date of construction was. **Sam DeSollar** asked a question about the siding being used. **Tucker Jaroll** explained what the client wants to use for materials. **Sam DeSollar** asked the **Petitioner** if there was a current rendering of the existing house. More discussion ensued about the materials being used. See packet for details.

Sam DeSollar commented that he had mixed feelings because of the presentation. **Sam DeSollar** commented that they do not have a drawing that really shows what the **Petitioner** is doing. **Marleen Newman** agreed with **Sam DeSollar** and gave the **Petitioner** some other alternatives. **Reynard Cross** asked about the reason for the shower, and where will the water for this shower drain. The **Petitioner** stated that he would have to get with the engineer about this. **Daniel Schlegel** asked if they could have the **Petitioner** come back with the finalized drawings. **Gloria Colom** stated that there could be an extension granted for this case with the willingness of the **Petitioner**. **Sam DeSollar** asked if the **Neighborhood Committee** had seen the new changes. **Duncan Campbell** commented that they want to see plans what is going to be built.

Duncan Campbell commented that the reason he asked if the three season porch was original to the house was because it is so distinctively midcentury and it is the thing that makes this house important to the **Historic District**. **John Saunders** agreed with **Duncan Campbell**. **Joel Keefer** asked for some more clarification as to what the **Commissioners** want to see.

Sam DeSollar made a motion to approve **COA 23-15**.

Marleen Newman seconded.

Motion Carries: 6 Yes (Cross, Mitchell, Saunders, DeSollar, Schlegel, Newman), 0 No, 0 Abstain.

C. COA 23-16

336 S Euclid Ave. (Greater Prospect Hill Historic District)

Petitioner: Tim Devine

Replacing doors, garage doors, eliminate rear egress door, replace asphalt roof with black-gray architectural shingles.

Gloria Colom gave presentation. See packet for details.

Tim Devine stated that the existing door has no security, no integrity, and no insulation.

Sam DeSollar asked if there was a design committee in **Prospect Hill** and what their comments were about this project. **Gloria Colom** stated that they found no issues with the request. **Marleen Newman** asked for clarification on how many doors were on the structure and where they were located. Discussion ensued about the location of the doors relating to the Code and egress. See packet for details. **Reynard Cross** asked if they could approve the **COA** if there may be a code violation. **John Zody** stated that the **Commission** is not tasked with knowing if something is up to Code or not. The **Commission** makes the approval, then the **Building Department** and others that do the inspections would be the ones to decide if the project is up to code prior to the work beginning. More discussion ensued. See packet for details.

Sam DeSollar commented that the **Petitioner** might consider making the door at the back of the structure into a window.

Sam DeSollar made a motion to approve **COA 23-16**.

Marleen Newman seconded.

Motion Carries: 6 Yes (Newman, Schlegel, DeSollar Mitchell, Cross, Saunders), 0 No, 0 Abstain.

D. COA 23-17

918 W 4th St. (Greater Prospect Hill Historic District)

Petitioner: Tim Devine

Replace the front and side door.

Gloria Colom gave presentation. See packet for details.

Daniel Schlegel made a motion to approve **COA 23-17**.

Elizabeth Mitchell seconded.

**Motion Carries: 6 Yes (Newman, Schlegel, DeSollar, Saunders, Mitchell, Cross),
0 No, 0 Abstain.**

E. COA 23-18

1017 W Howe St. (Greater Prospect Hill Historic District)

Petitioner: Daniel and Whitney Sullivan

*Removal chimney, replacement of two windows on the south and west sides, along
with the kitchen*

Gloria Colom gave presentation. See packet for details.

John Hewett stated that it appears that the original siding is behind the chimney, and the chimney itself is very deteriorated. **John Saunders** asked what the chimney was being used for. **John Hewett** stated that the chimney was benign and they do not have a wood stove in this area, also the furnace is not vented through the chimney. **Duncan Campbell** asked if the windows being replaced were on the rear addition. **John Hewett** said this was correct and gave more details about the windows and addition. **Marleen Newman** asked what was going to be done once the chimney is removed. **John Hewett** stated that they would remove all of the vinyl siding and are going back to wood siding and paint, and turned 4 x 4 post and pillars holding the front porch out instead of the faux rod iron.

Richard Lewis commented that the chimney was not original, and would not see any objection from the **Greater Prospect Hill District**.

Sam DeSollar made a motion to approve **COA 23-18**.

Daniel Schlegel seconded.

**Motion Carries: 6 Yes (Cross, Mitchell, Saunders, DeSollar, Schlegel, Newman),
0 No, 0 Abstain.**

F. COA 23-19

339 S Fairview St. (Greater Prospect Hill Historic District)

Petitioner: Joshua Hogan and Elizabeth Winchester

Add a dormer to the secondary facade facing the south.

Gloria Colom gave presentation. See packet for details.

Richard Lewis stated that the Design **Committee Review Board** has not had a chance to review this, and did not want to weigh in as a single member of the **Committee**.

Sam DeSollar asked if the Petitioner was matching the roof slope and asked about the siding for this. Discussion ensued about how the **Petitioner** would raise the roof 20 inches. See packet for details. **Duncan Campbell** asked why the roof needed to be raised.

Sam DeSollar made a suggestion to do a real simple elevation and let the **Neighborhood Committee** review it and then bring it back before the **Board**. **Joshua Hogan** stated that he was under duress for this project. More discussion ensued. See packet for details.

Elizabeth Mitchell made a motion to approve **COA 23-19**.

Reynard Cross seconded.

Motion Carries: 6 Yes (Cross, Mitchell, Saunders, Newman, Schlegel, DeSollar), 0 No, 0 Yes.

Section 106 Reviews

- A.** Four Bioretention Ponds to be built throughout Bloomington
- B.** Adams Street Sidewalk Project
- C.** Governor Park Apartments
- D.** Switchyard Park

Gloria Colom gave presentation. See packet for details.

V. NEW BUSINESS

- A.** Kohr Building proposal presentation - Barre Klapper, Springpoint Architects

Barre Klapper and **Todd Rottman** gave presentation. See packet for details.

B. Commissioner Attendance

Gloria Colom gave a brief discussion about attendance. See packet for details.

C. Following up with violations

Gloria Colom gave an update of cases with violations. See packet for details.

- VI. NEW BUSINESS**
- VII. OLD BUSINESS**
- VIII. COMMISSIONER COMMENTS**
- IX. PUBLIC COMMENTS ANNOUNCEMENTS**
- X. ADJOURNMENT**

Meeting was adjourned by John Saunders @ 7:40 p.m.

END OF MINUTES

Video record of meeting available upon request.

STAFF REVIEW	Address: 336 S Euclid Ave.
COA 23-21	Petitioner: Tim Devine
Application Date: 3/24/2023	Parcel: 53-08-05-108-017.000-009
RATING: CONTRIBUTING	Survey: c. 1900, gabled ell



Background: Greater Prospect Hill Historic District

Request: Removal of window facing the alleyway

Guidelines: Greater Prospect Hill Historic District Guidelines
pg 8

Review by HAND staff required:

- 1) Changes to public-way façade of the structure (see Glossary for definition)
- 2) Removal of original materials (see Glossary for definition)

public way façade – the side of the house that faces the street to which the house has a public postal address. In the case of corner lots, both the postal street as well as the cross street are considered public way façade.

STAFF APPROVED COA 23-24

- The window to be removed is part of a later addition that does not face a public way facade.
- Although every addition is part of the history of a house, staff determined that the historical contribution of the window was minimal as the addition was added during the latter half of the twentieth century.

**APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS**

Case Number: COA 23-21

Date Filed: 3/24/2023

Scheduled for Hearing: 9/13/2023

Address of Historic Property: 336 S. Euclid Ave

Petitioner's Name: TEM DEVINE

Petitioner's Address: 918 W. 4th St 561-843-

Phone Number/e-mail: blupointe@gmail.com 9252

Owner's Name: 336 S Euclid Ave LLC - TEM DEVINE

Owner's Address: SAME AS ABOVE OWNER

Phone Number/e-mail: SAME AS ABOVE MEMBER

Instructions to Petitioners

The petitioner must attend a preliminary meeting with staff of the Department of Housing and Neighborhood Development during which the petitioner will be advised as to the appropriateness of the request and the process of obtaining a Certificate of Appropriateness. The petitioner must file a "complete application" with Housing and Neighborhood Department Staff at least twelve (12) days before a scheduled regular meeting. The Historic Preservation Commission meets the second Thursday of each month at 5:00 P.M. in the McCloskey Room (meetings are currently held via Zoom until further notice. The link is sent the week before the meeting). The petitioner or his designee must attend the scheduled meeting in order to answer any questions or supply supporting material. You will be notified of the Commission's decision and a Certificate of Appropriateness will be issued to you. Copies of the Certificate must accompany any building permit application subsequently filed for the work described. If you feel uncertain of the merits of your petition, you also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action on a filing must occur within thirty days of the filing date, unless a preliminary hearing is requested.

Please respond to the following questions and attach additional pages for photographs, drawings, surveys as requested.

A "Complete Application" consists of the following:

1. A legal description of the lot. Lot 12, Prospect Park, 2nd Addition

2. A description of the nature of the proposed modifications or new construction:
1. Remove one (1) of two (2) existing South Alley facing windows. Cover new opening with same existing siding and shutter and insulate, struct, to meet code.

3. A description of the materials used.
1. Cover new opening with aluminum used existing aluminum siding and reattach the shutter.

4. Attach a drawing or provide a picture of the proposed modifications. You may use manufacturer's brochures if appropriate.

5. Include a scaled drawing, survey or geographic information system map showing the footprint of the existing structure and adjacent thoroughfares, Geographic Information System maps may be provided by staff if requested. Show this document to Planning Department Staff in order to ascertain whether variances or zoning actions are required.

6. Affix at least three photographs showing the existing full facade at each street frontage and the area of modification. If this petition is a proposal for construction of an entirely new structure or accessory building, include photographs of adjacent properties taken from the street exposure.

If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.



1:21

5G

328

SE

336 S Euclid Ave

340

S Euclid Ave

344

W Smith Ave

Google

400

id Ave

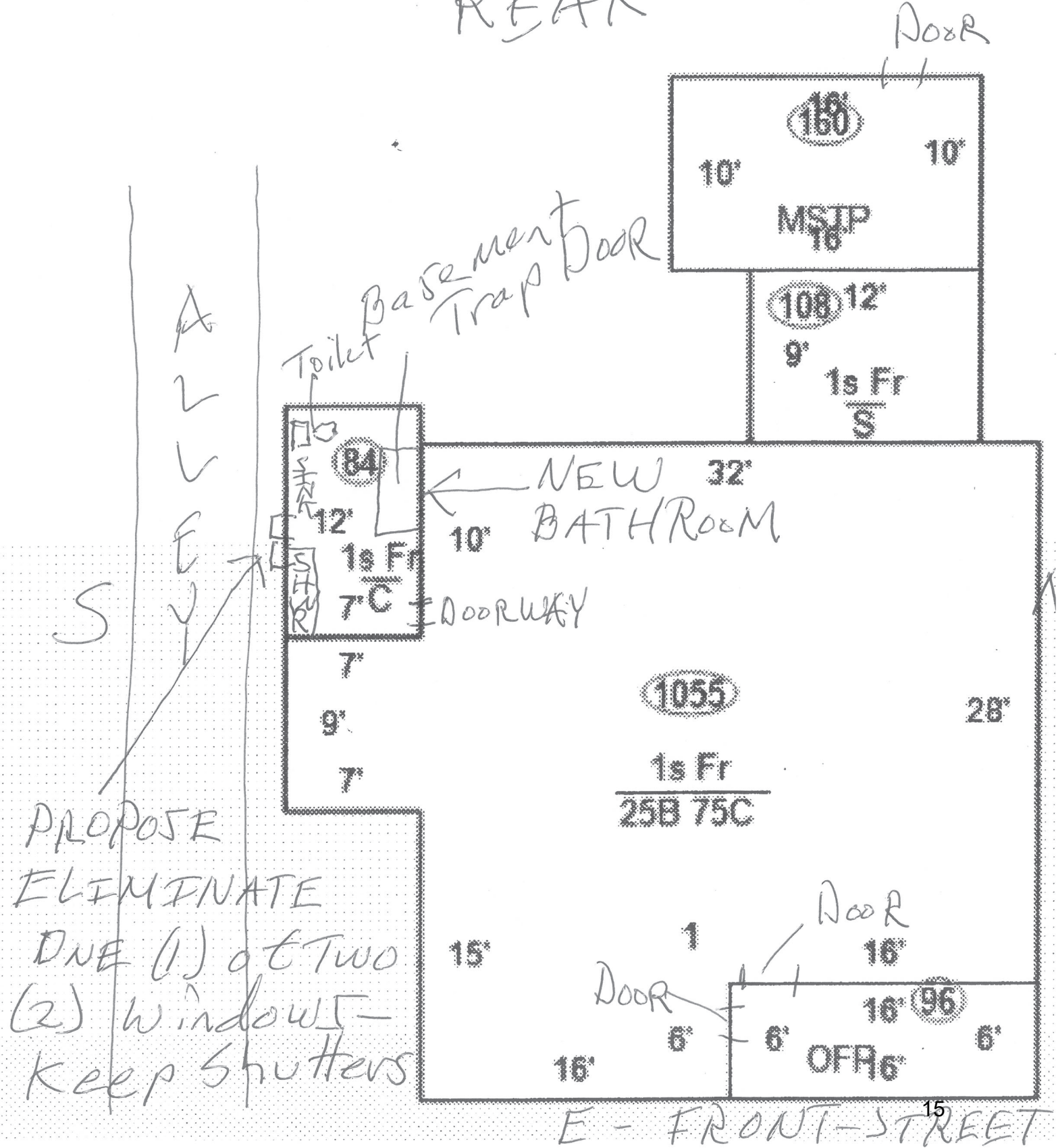


336 S Euclid AVE

510, 1 Family Dwell -

W
REAR

3







S

W

N

E



5

4

3

2





N

E

S

W

REMOVUE
WETLANDS
KEY
SHUTTER E

N

X

S

W

STAFF REVIEW	Address: 508 W 3rd St.
COA 23-22	Petitioner: Richard and Linda Judd
Application Date: March 27, 2023	Parcel: 53-05-32-413-016.000-005
RATING: CONTRIBUTING	Survey: c. 1895, gabled ell



Background: Prospect Hill Historic District

Request: Install arbor, and hardscape

Guidelines: Prospect Hill Historic District

pg. 9 Appropriate Neighborhood Context

Retain and respect distinctive, character-defining features of the neighborhood or building site, such as tree plots, gardens, fences, benches, walkways, steps, streets, alleys, retaining walls, and building setbacks.

Inappropriate

Avoid changes in paving, lighting, fencing, and pedestrian or vehicular traffic flow that disrupt the relationship between buildings and their environment. Signage should not block or interrupt significant rhythms or architectural features. Do not introduce inappropriately placed or screened lots.

Fences pg 10

Appropriate

Back yard fences are appropriate to the Prospect Hill Local Historic District.

Acceptable

designs include slat-style (vertical board), picket, lattice, or wrought iron. Less expensive designs such as woven wire and rabbit fencing are also acceptable. Fences must conform to setback requirements. The appropriateness of a new fence will be

judged in part by its appearance from the street; in general it should begin no further forward than a point midway between the front and rear facades of the house.

STAFF APPROVED COA 23-22

- The proposed arbor is not a fence but it is related in materials and functionality. The placement is proposed midway between the front and back of the lot and would stand on its own at the moment.
- The proposed hardscape would be made of materials congruent with the neighborhood and be unobtrusive.
- The petitioner should consult with the Planning and Transportation Department regarding possible requirements with regards to the hardscape.

**APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS**

Case Number: COA 23-22

Date Filed: 3/27/2023

Scheduled for Hearing: 4/27/2023

Address of Historic Property: 508 W 3rd Street, Bloomington IN

Petitioner's Name: Richard & Linda Judd

Petitioner's Address: 508 W 3rd St., Bloomington, IN

Phone Number/e-mail: 916/7043364 - email Richard & Veterans@gmail.com

Owner's Name: RICHARD & LINDA JUDD

Owner's Address: 508 W 3rd St., Bloomington, IN

Phone Number/e-mail: 916-704-3364 email Richard & Veterans@gmail.com

Instructions to Petitioners

The petitioner must attend a preliminary meeting with staff of the Department of Housing and Neighborhood Development during which the petitioner will be advised as to the appropriateness of the request and the process of obtaining a Certificate of Appropriateness. The petitioner must file a "complete application" with Housing and Neighborhood Department Staff at least twelve (12) days before a scheduled regular meeting. The Historic Preservation Commission meets the second Thursday of each month at 5:00 P.M. in the McCloskey Room (meetings are currently held via Zoom until further notice. The link is sent the week before the meeting). The petitioner or his designee must attend the scheduled meeting in order to answer any questions or supply supporting material. You will be notified of the Commission's decision and a Certificate of Appropriateness will be issued to you. Copies of the Certificate must accompany any building permit application subsequently filed for the work described. If you feel uncertain of the merits of your petition, you also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action on a filing must occur within thirty days of the filing date, unless a preliminary hearing is requested.

Please respond to the following questions and attach additional pages for photographs, drawings, surveys as requested.

A "Complete Application" consists of the following:

1. A legal description of the lot. ^{"Attached" 503} See Survey - ~~855~~ W 320 St., Bloomington IN 47404

2. A description of the nature of the proposed modifications or new construction:

Side Yard - 12' Diameter. Hardscape. "See Picture"
& 9' long 3' wide Walkway from Hardscape to Arbor/
Trussel. "Metal" See picture. Previous discussed fence - N/A
has been replaced by landscape plants on both
side of Arbor/Trussel. - Distance from Rear of Property
is 10' to Hardscape/Patio then 9' south to Arbor/Trussel and
21' to city Sidewalk - 12' Planting on Each Side of Arbor/Trussel

3. A description of the materials used.

Abell Nursery & Landscaping will be installing
a 12' circular paver patio out of Gray Stone (See Photo)
They will be removing 6" of soil and laying a base of sand
& #011 gravel underneath. Putting a walkway from
the ~~Patio~~ Patio to Arbor/Trussel of 9'-and 3' wide
paver the same as the patio (12' circular) -

The area between - Our House & Arbor/Trusses and the
Walkways - are going to be plants - (undetermined at this
time) will be working with Abell once it's complete.

4. Attach a drawing or provide a picture of the proposed modifications. You may use manufacturer's brochures if appropriate.

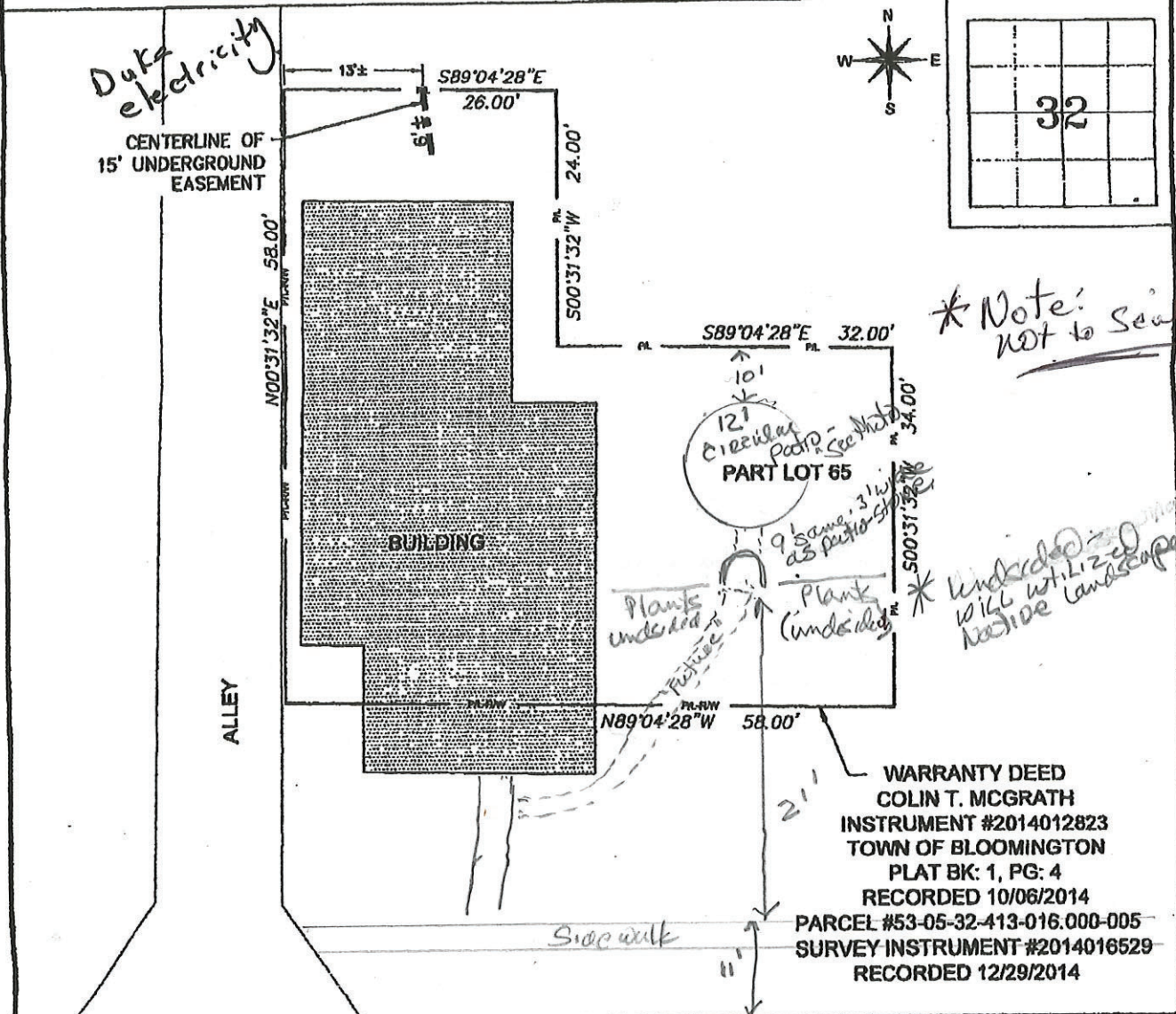
5. Include a scaled drawing, survey or geographic information system map showing the footprint of the existing structure and adjacent thoroughfares, Geographic Information System maps may be provided by staff if requested. Show this document to Planning Department Staff in order to ascertain whether variances or zoning actions are required.

6. Affix at least three photographs showing the existing full facade at each street frontage and the area of modification. If this petition is a proposal for construction of an entirely new structure or accessory building, include photographs of adjacent properties taken from the street exposure.

If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.



THIS IS NOT A SURVEY. LOCATIONS SHOWN ARE APPROXIMATE. THE ACTUAL CENTERLINE LOCATION OF THE UTILITY LINE IS THE CENTERLINE OF THE EASEMENT.



WARRANTY DEED
 COLIN T. MCGRATH
 INSTRUMENT #2014012823
 TOWN OF BLOOMINGTON
 PLAT BK: 1, PG: 4
 RECORDED 10/06/2014
 PARCEL #53-05-32-413-016.000-005
 SURVEY INSTRUMENT #2014016529
 RECORDED 12/29/2014

3RD. ST.

NOTE: PROPERTY LINES AS SHOWN WERE PLOTTED FROM INSTRUMENT #2014012823 AND SITE IMPROVEMENTS FROM GIS DATA

MONROE COUNTY, INDIANA

SITE NAME: BLOOMINGTON TOWNSHIP SECTION 32 TOWNSHIP 9N RANGE 1W

	DR. AM	EXHIBIT MAP OF: UNDERGROUND EASEMENT			
	CK. MT	EXHIBIT MAP FOR: COLIN T. MCGRATH			
	DATE 11/17/2015	LOCATION 508 W 3RD. ST., BLOOMINGTON, IN			EXHIBIT 'A'
		SITE #102824	LU #1679129	MAP #102824-451141	EMAX #8866456

14-22

RICHARD & LINDA JUND
508 W 3RD ST.
BLOOMING, 47404

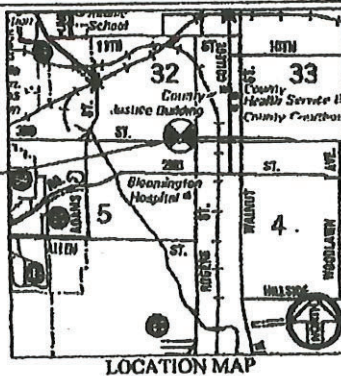
12' CIRCULAR PATIO WITH ^(LONG) 9' x 3' WIDE
WALKWAY TO METAL TREE



METAL TRELLIS (PICTURE ATTACHED)

9' SOUTH OF CIRCULAR PATIO
3' WIDE SAME PAVERS

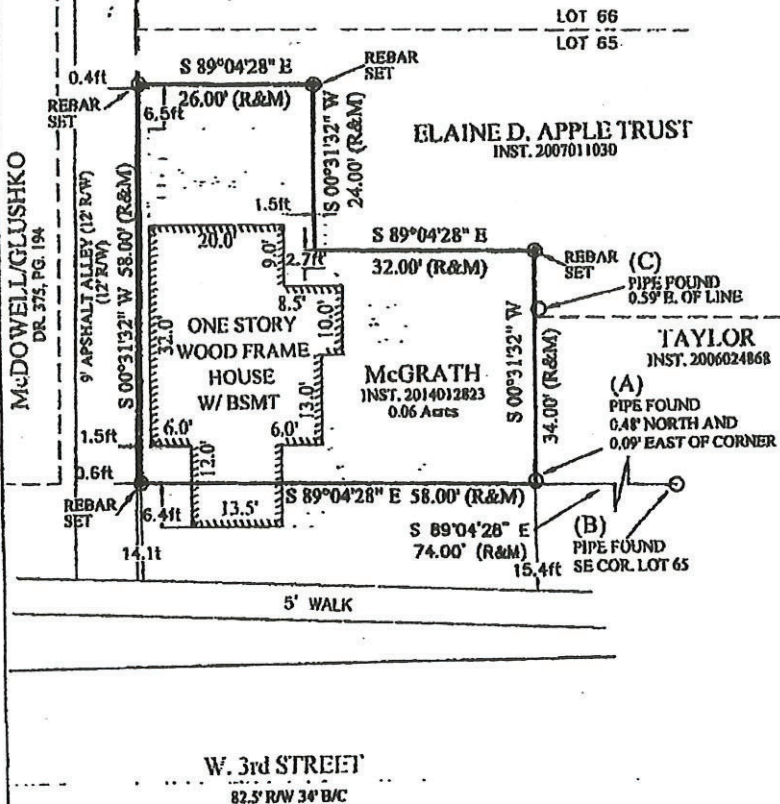
A PART OF LOT NUMBER 65 IN THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA



PROJECT LOCATION

2014016520 SURVEY \$15.00
12/29/2014 02:33:11P 3 PGS
Jeff Ellington
Monroe County Recorder IN
Recorded as Presented

LOCATION MAP



LEGEND

- STONE FOUND
- ⊙ UTILITY POLE
- ⊙ REBAR FOUND
- ⊙ REBAR SET
- ⊙ PK NAIL FOUND
- ⊙ RR SPIKE FOUND
- ⊙ PIPE FOUND
- X — FENCE
- △ MAU SPIKE SET
- (R) RECORD
- (M) MEASURED

NOTES:

- 1) 5/8" Rebar will be set in all property corners.
- 2) Fieldwork completed November 2014.
- 3) Bats of bearing (Assumed).
- 4) Source of this Now or Formerly owned by Colin T. McGrath as found in Instrument No. 2014012823 in the Office of the Monroe County Recorder.
- 5) Reference is made to a plat of the Original Plat of the Town of Bloomington as found in Plat Book 1, Pages 3-4 in the Office of the Monroe County Recorder.
- 6) I affirm, under penalty for perjury, that I have taken responsible care to redact each Social Security Number in this document, unless required by law.

- ERIC L. DECKARD

CERTIFICATION

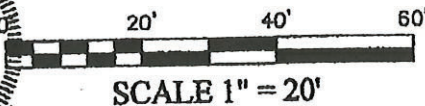
The within survey was performed without benefit of source of title and is subject to any statement of facts revealed by the same.

Easements have been located in the field and prepared with this survey drawing. This qualification will be removed upon receipt and inspection of current title work.

Subject to the above reservation, the survey work shown hereon was performed either by me or under my direct supervision and control and to the best of my knowledge and belief was performed according to the survey requirements in 865 IAC 1-12.

Certified this 20 day of November

Eric L. Deckard
Registered Surveyor LS29900012
State of Indiana



COLIN McGRATH			DECKARD LAND SURVEYING 1604 S. HENDERSON ST. BLOOMINGTON IN. 47401 (812)961-0235
BOUNDARY SURVEY			
DRAWN BY: ERS DATED: 11/20/14	CHECKED BY: ELD	SCALE 1"=20'	PROJECT NO. 14-141





STAFF RECOMMENDATIONS	Address: 820 W Kirkwood Ave.
COA 23-20	Petitioner: Justin Fox
Application Date: March 23, 2023	Parcel: 53-05-32-410-035.000-005
RATING: CONTRIBUTING	Survey: c. 1895, T-plan cottage



Background: Near West Side Historic District

Request: Construction of a Detached garage with a living unit on the second floor.

Neighborhood Comments:

The Near West Side Design Review Committee reviewed the plan and determined that, given the mixed-use zoning of the lot, and the fact that the door on the street-facing side of the new garage can be defensibly interpreted as the entrance to the apartment (as opposed to the entrance being on the alley), we do not object to this proposal.

Guidelines: Near West Side Historic District Guidelines

Building Entry pg. 25

Definition: The actual and visually perceived approach and entrance to a building.

Recommending

Building Height pg. 29

Varied building heights may be appropriate depending upon the context of a particular area or zone.

30 feet and two story height maximum.

Accessory Structure Guidelines pg. 35

1. Accessory buildings should be located behind the existing historic building unless there is an historic precedent otherwise. Generally, accessory buildings should be of a secondary nature and garages should be oriented to alleys.
2. The setback of a new accessory structure should relate to the setback pattern established by the existing accessory structures on the alley.
3. The scale, height, size, and mass of an accessory structure should be subordinate to the existing building and not overpower it. The mass and form of the original building should be discernible, even after an addition has been constructed.

Staff Recommends Approval of COA 23-20

1. The proposed structure would be placed on the back of the lot.
2. The proposed materials would match the addition currently being built.
3. The neighborhood found no objection to the project.

APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS

Case Number: COA 23-30

Date Filed: 3/23/2023

Scheduled for Hearing: 3/13/2023

Address of Historic Property: 820 W, Kirkwood

Petitioner's Name: Justin Fox / Fox Property and Development

Petitioner's Address: 1419 S. Sare Rd.

Phone Number/e-mail: (773) 454-9538 / Foxtrading1@gmail

Owner's Name: Justin Fox

Owner's Address: 1419 S. Sare Rd

Phone Number/e-mail: (773) 454-9538 / Foxtrading1@gmail

Instructions to Petitioners

The petitioner must attend a preliminary meeting with staff of the Department of Housing and Neighborhood Development during which the petitioner will be advised as to the appropriateness of the request and the process of obtaining a Certificate of Appropriateness. The petitioner must file a "complete application" with Housing and Neighborhood Department Staff at least twelve (12) days before a scheduled regular meeting. The Historic Preservation Commission meets the second Thursday of each month at 5:00 P.M. in the McCloskey Room (meetings are currently held via Zoom until further notice. The link is sent the week before the meeting). The petitioner or his designee must attend the scheduled meeting in order to answer any questions or supply supporting material. You will be notified of the Commission's decision and a Certificate of Appropriateness will be issued to you. Copies of the Certificate must accompany any building permit application subsequently filed for the work described. If you feel uncertain of the merits of your petition, you also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action on a filing must occur within thirty days of the filing date, unless a preliminary hearing is requested.

Please respond to the following questions and attach additional pages for photographs, drawings, surveys as requested.

A "Complete Application" consists of the following:

1. A legal description of the lot. 013-46230-00 DAVIS LOT 11

2. A description of the nature of the proposed modifications or new construction:

A new garage/studio apt. in the back of the lot on the north end. The garage is 2 stories/2 car.

3. A description of the materials used.

wood siding and trim, windows to match structure under construction currently.

4. Attach a drawing or provide a picture of the proposed modifications. You may use manufacturer's brochures if appropriate.

5. Include a scaled drawing, survey or geographic information system map showing the footprint of the existing structure and adjacent thoroughfares, Geographic Information System maps may be provided by staff if requested. Show this document to Planning Department Staff in order to ascertain whether variances or zoning actions are required.

6. Affix at least three photographs showing the existing full facade at each street frontage and the area of modification. If this petition is a proposal for construction of an entirely new structure or accessory building, include photographs of adjacent properties taken from the street exposure.

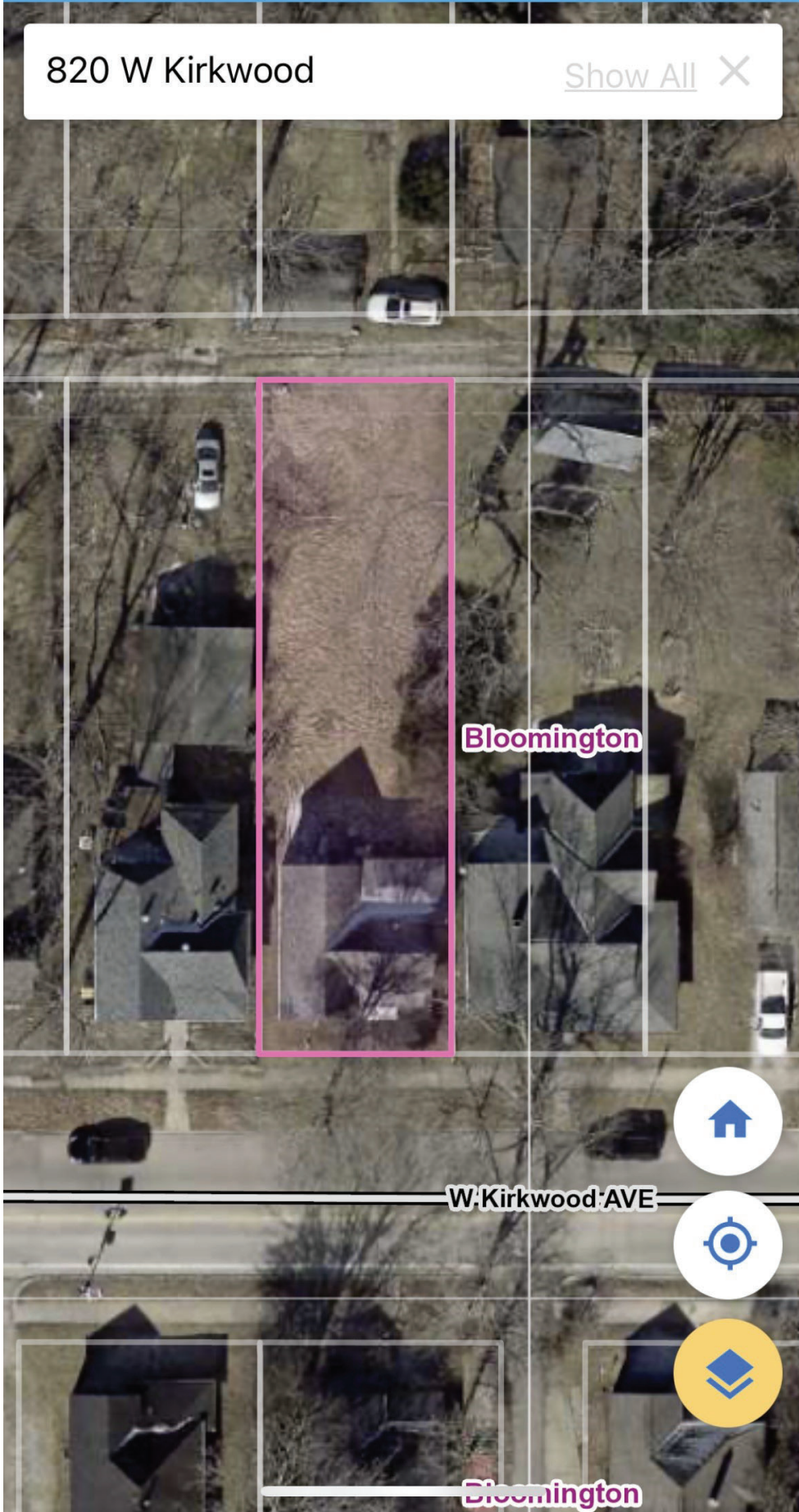
If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.

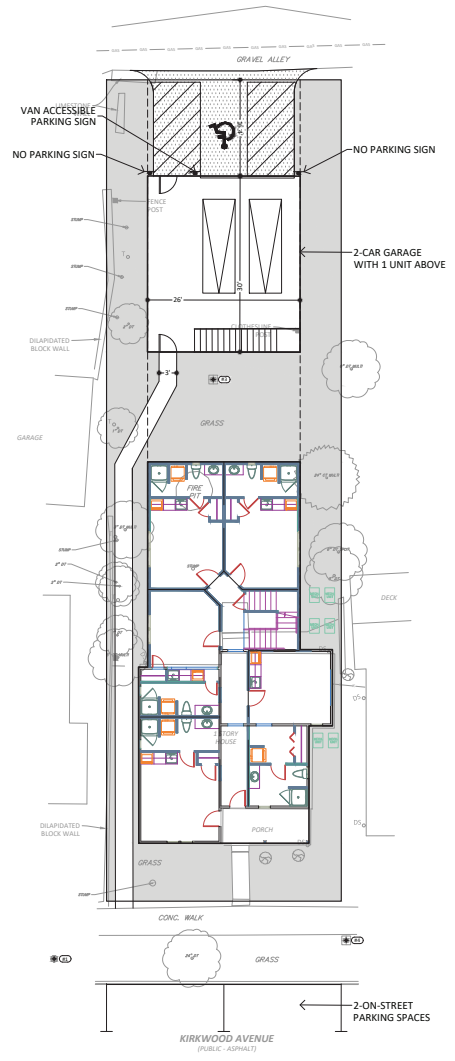


Monroe County, IN

820 W Kirkwood

Show All X





GENERAL NOTES

LEGEND

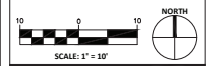


PRELIMINARY
NOT FOR
CONSTRUCTION

820 WEST KIRKWOOD

820 West Kirkwood,
Bloomington, Indiana
BRCJ Project No: 11005

SITE IMPROVEMENT PLAN



Date: 02-10-2023 Issue: Schematic Design

REVISION SCHEDULE		
Rev. #	Rev. Description:	Issue Date

Drawn By: DLN
Designed By: DLN
Checked By: WSR

C101









AVAILABLE
AUGUST
1-5 Bids
773-454-9538
FoxBloomington.com



AVAILABLE
AUGUST
1-5 Bricks
773-454-9538
FoxBloomington.com



AVAILABLE
FOR RENT
773-454-9538
Facebook.com/rental

STAFF RECOMMENDATIONS	Address: Northwest Corner, 1st St & Rogers St.
COA 23-23	Petitioner: Barre Klapper, Springpoint Architects
Application Date: 3/30/2023	Parcel: 53-08-05-100-058.000-009
RATING: UNRATED	Survey: c. 1930's, Art Deco Institutional



Background: Kohr Building Historic District

Request: Construction of a new addition

Guidelines: Secretary of the Interior's Standards pg. 26

- "New additions and related new construction that meet the Standards can be any architectural style—traditional, contemporary, or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility to maintain the historic character and the identity of the building being enlarged. New additions and related new construction that are either identical to the historic building or in extreme contrast to it are not compatible. Placing an addition on the rear or on another secondary elevation helps to ensure that it will be subordinate to the historic building. New construction should be appropriately scaled and located far enough away from the historic building to maintain its character and that of the site and setting. In urban or other built-up areas, new construction that appears an infill within the existing pattern of development can also preserve the historic character of the building, its site, and setting."

Staff Recommendation: Approval of COA 23-23

- The proposed addition carefully balances the need to balance the form and aesthetic of the new structure with the historic one while looking different. The addition is taller but would have a substantial setback from the front facing facade of the Kohr building.

- The petitioners have incorporated feedback from the Historic Preservation Commission, particularly lightening the color of the proposed materials for the addition.

**APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS**

Case Number: COA 23-23

Date Filed: 3/30/2023

Scheduled for Hearing: 4/13/2023

Address of Historic Property: Kohr Building, 601 W. 2nd Street, Bloomington, IN 47403

Petitioner's Name: Brinshore Development

Petitioner's Address: 1603 Orrington Ave Suite 450, Evanston, IL 60201

Phone Number/e-mail: 847-562-9400/ plevavi@brinshore.com

Owner's Name: _____

Owner's Address: _____

Phone Number/e-mail: _____

Instructions to Petitioners

The petitioner must attend a preliminary meeting with staff of the Department of Housing and Neighborhood Development during which the petitioner will be advised as to the appropriateness of the request and the process of obtaining a Certificate of Appropriateness. The petitioner must file a "complete application" with Housing and Neighborhood Department Staff at least twelve (12) days before a scheduled regular meeting. The Historic Preservation Commission meets the second Thursday of each month at 5:00 P.M. in the McCloskey Room (meetings are currently held via Zoom until further notice. The link is sent the week before the meeting). The petitioner or his designee must attend the scheduled meeting in order to answer any questions or supply supporting material. You will be notified of the Commission's decision and a Certificate of Appropriateness will be issued to you. Copies of the Certificate must accompany any building permit application subsequently filed for the work described. If you feel uncertain of the merits of your petition, you also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action on a filing must occur within thirty days of the filing date, unless a preliminary hearing is requested.

Please respond to the following questions and attach additional pages for photographs, drawings, surveys as requested.

A **“Complete Application”** consists of the following:

1. A legal description of the lot. 015-63570-00 7 Pts Of Seminary Lot 46

2. A description of the nature of the proposed modifications or new construction:
Brinshore Development seeks to redevelop the Kohr Building, the remaining building of the former IU Health
Bloomington hospital complex which dates from 1945. The project will consist of the adaptive reuse of the
Kohr Building and the construction of a new, 4-story, 27,028 square foot addition. The project will contain
thirty-eight (38) affordable apartments, comprised of (35) 1-bedroom apartments and three (3) 2-bedroom
apartments. It will also contain resident-serving uses on the ground floor of the new addition. The project
will be developed in partnership with the Bloomington Housing Authority and Centerstone.
Reference the attached continued description.

3. A description of the materials used.
Reference the attached description of materials used.

4. Attach a drawing or provide a picture of the proposed modifications. You may use manufacturer’s brochures if appropriate.

5. Include a scaled drawing, survey or geographic information system map showing the footprint of the existing structure and adjacent thoroughfares, Geographic Information System maps may be provided by staff if requested. Show this document to Planning Department Staff in order to ascertain whether variances or zoning actions are required.

6. Affix at least three photographs showing the existing full facade at each street frontage and the area of modification. If this petition is a proposal for construction of an entirely new structure or accessory building, include photographs of adjacent properties taken from the street exposure.

If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.

April 6, 2023

Re: Kohr Apartments Certificate of Appropriateness Application Continuation

2. A description of the nature of the proposed modifications or new construction, continued:

Proposed changes to the 1945 Kohr building consist of the general repair of the north elevations and partial west elevation where the former Bloomington hospital was attached (refer to attached photos):

- Removal of paint, membranes, flashings, piping, block infill, etc. from the elevations.
- Restoration of blocked-in, original window openings with clear anodized, aluminum windows and glass block to match the existing windows on the building and infill of miscellaneous, non-original openings.
- Removal of 1981 west staircase tower addition. The Kohr building does not have a west exterior wall at this location since this is where it was attached to the original hospital building.
- At the north elevation of the north stair tower, there are two concrete columns which are structurally integrated into the original wall by having been poured into sections of the veneer that had been cut out. The architects of the hospital demolition have determined that it is too costly to remove these elements and so they will be left intact since it is now part of the structure.

The proposed addition will be located in roughly the same location as the original 1919 hospital building. The simple massing of the addition, with a main building section flanked by stairways at the ends, is similar to the organization of the Kohr building. The stair forms will be subordinate to the larger, main building. The overall, north-south dimension of the addition with a central, main entry relates to the size and configuration of the Kohr building. The floor elevations of the addition will align with the existing Kohr Building.

The new addition window heights and head heights will match the Kohr building. The new windows will be single hung windows. The fenestration pattern will echo that of the Kohr with a panelized grouping of the second and third floors windows. While this panelization on the Kohr building is achieved through carved limestone elements, the panelization on the addition will be accomplished through a change in the exterior wall framing depth between the windows and the thickness of the trim material.

The Kohr building has a subtle base defined by a thin band of limestone aligned with the first-floor window heads. Below this band, the limestone is a coursed, larger format stone and transitions above to an 3-height, ashlar pattern. This band will register in the same location at the addition delineated by reveals in the fiber-cement board pattern. The bottom of the window panels stops above this band further helping to define the base of the building.

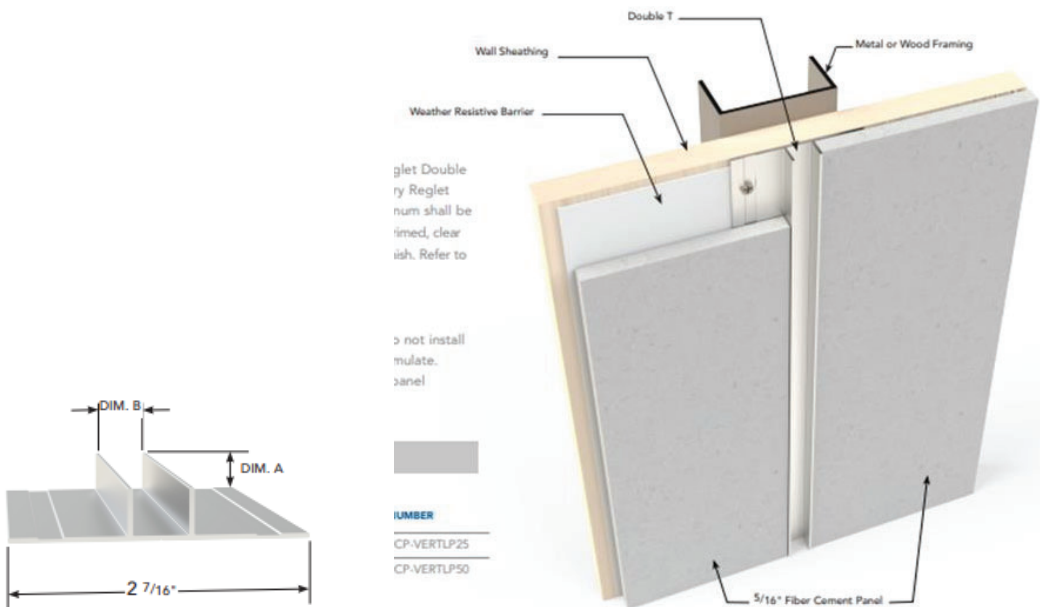
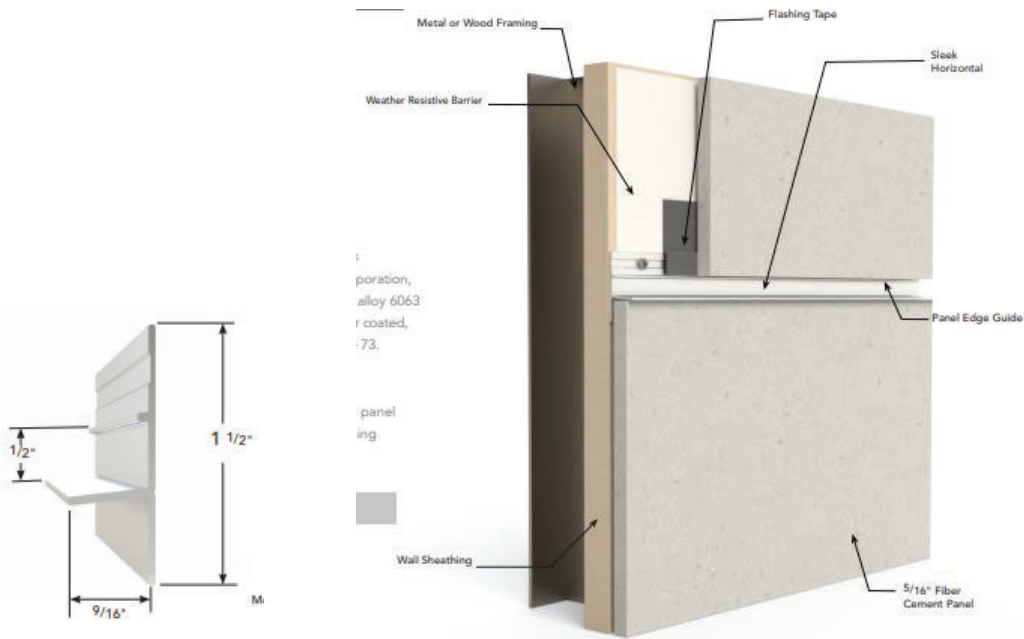
The overall mass of the addition is broken down with a change in the siding treatment below the sill of the fourth-story windows. This material change corresponds to the height of the three-story Kohr building. The framing of the fourth floor will step back slightly and a prominent coping will contribute to a visual recession of the fourth floor. The siding material below this change will be a prefinished, fiber-cement board panel system with reveal trim and the material above will be a prefinished, vertical, metal panel system.



Metal canopy and pergola elements at the entries and courtyards reflect the new residential use of the building and the activation of courtyards with outdoor seating areas.

2. A description of the materials used.

Siding 1: James Hardie 5/16" Fiber-cement board panels, smooth finish with 1/2" aluminum reveal system like Fry Reglet H6 horizontal trim and V6 vertical trim. All components to be prefinished.

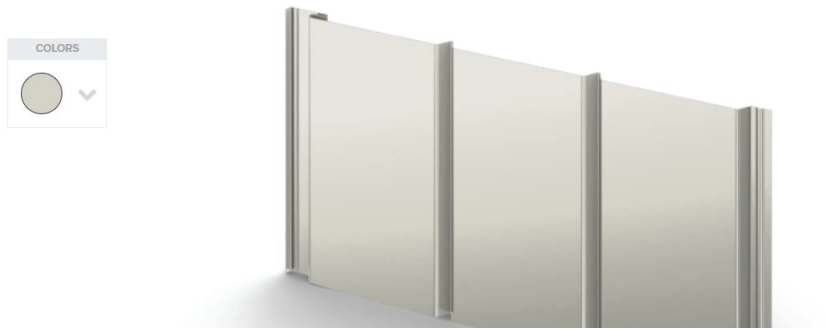


Siding 2: Berridge Metal Vee-Panel, 4-1/4" between grooves, prefinished, smooth

Vee-Panel

HOME / PRODUCTS / WALL, SOFFIT, CEILING AND FASCIA PANEL SYSTEMS / VEE-PANEL

PRODUCT INFO PROFILES DOWNLOADS GENERAL



The Berridge Vee-Panel is a versatile and maintenance free panel. The prefinished wall panels can be used over open framing or solid sheathing. The panel can be used throughout a project in many different applications and is available in smooth or wood grain embossed finishes and a vented option.

Materials

- 24 and 22 Gauge Steel

Specifications

- Uses: Wall, Soffit, Ceiling, Fascia, Screen Wall, Berridge Fencing System
- Coverage: 12 3/4"
- Finishes: Smooth, optional wood grain
- Fasteners: Concealed
- Applications: Vertical over open framing or solid sheathing
- Pattern: 4 1/4" between grooves, optional venting

Installation

- Panel is available from the factory in continuous lengths to a maximum of 40'
- Vented option provides 6.46 square inches of Net Free Vent Area (NFVA) per linear foot of panel. (BMC does not recommend vented products in applications subject to aggressive atmospheres, marine environments or high humidity due to the corrosive nature of these environments on raw edges of steel.)

Trim: Synthetic wood trim, smooth finish, painted

Limestone: 1-1/4" thin adhered, smooth, random ashlar, variegated





Windows: Vinyl windows like Silverline Windows

V1 SERIES

Double-Hung Windows

Features and Benefits

- Designed for easy window replacement
- Simple beveled design blends with virtually any décor
- Tilt-in top and bottom sash for easy cleaning
- Fusion-welded vinyl for durability
- Available with glass options that are ENERGY STAR® certified for greater energy efficiency

Double-Hung Windows	V3	V1
Exterior Colors		
White	■	■
Beige	■	■
Sandstone	■	
Dark Bronze*	■	
Interior Colors		
White	■	■
Beige	■	■
Sandstone	■	
Glass		
Low-E	■	■
Low-E SmartSun™	■	■
Low-E Sun	■	■
Low-E PassiveSun®	■	■
Low-E PassiveSun w/HeatLock®	■	■
Grilles		
Grilles-between-the-glass, Flat Profile	■	■
Grilles-between-the-glass, Contour Profile	■	■
Simulated Divided Light	■	
Insect Screens		
Full	■	■
Half	■	■
Frame Types		
Insert Frame	■	■
Nailing Flange w/J-channel	■	
Nailing Flange	■	
Masonry Flange		
Additional Options		
Custom Sizes	■	■
Coastal Upgrades	<input type="checkbox"/>	

Limited availability. Check with dealer for details.



Storefront: 2" Aluminum storefront system for main entries and community room windows

Exterior Doors: Flush steel door with steel frame

Garage Door: Prefinished or painted, flush panel garage door

Canopies & Porch: Metal wrapped treated wood structure

Kohr Building Existing Conditions Photos:



Photo 1. East Elevation



Photo 2. South Elevation



Photo 3. East Entry Detail



Photo 4. North Stair, Integrated Concrete Columns



Photo 5. North Stair, Former Door & Glass Block Opening



Photo 6. Northwest Corner of North Stair



Photo 7. North Elevation



Photo 8. West Elevation of North Stair



Photo 9. Lower Area of West Elevation

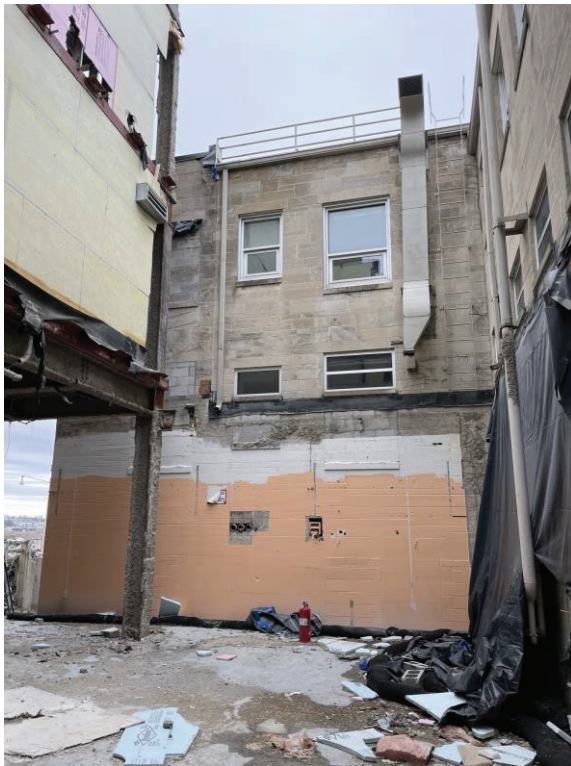


Photo 10. West Elevation



Photo 11. West Elevation



Photo 12. North Elevation



Photo 13. Lower Section of North Elevation



Photo 14. Lower Section of North Elevation




Photo 15. Mechanical Equipment Routed Through Wall

AFFIDAVIT

I, Larry D. Allen, Assistant City Attorney, certify that the Bloomington Redevelopment Commission has entered into a purchase agreement with IU Health and will be the owner of the property formerly known as the Kohr Administration Building located at: 601 W. 2nd Street and depicted in the attached Exhibit A and do hereby designate authority to act on my behalf for the matter pending before the City of Bloomington Planning Department to Barre Klapper, Springpoint Architects.

Signed,




Larry D. Allen
Assistant City Attorney
Counsel for the Redevelopment Commission

STATE OF INDIANA)
) SS:
COUNTY OF MONROE)

Before me, a Notary Public in and for said County and State, personally appeared Larry D. Allen and acknowledged the execution of the foregoing this 29th day of March, 2023.



Notary Public



Printed name

My Commission Expires: 5-29-25
County of Residence: MONROE
Commission # 700934

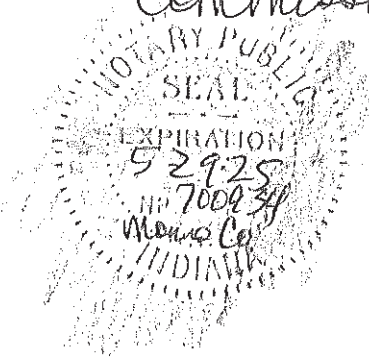
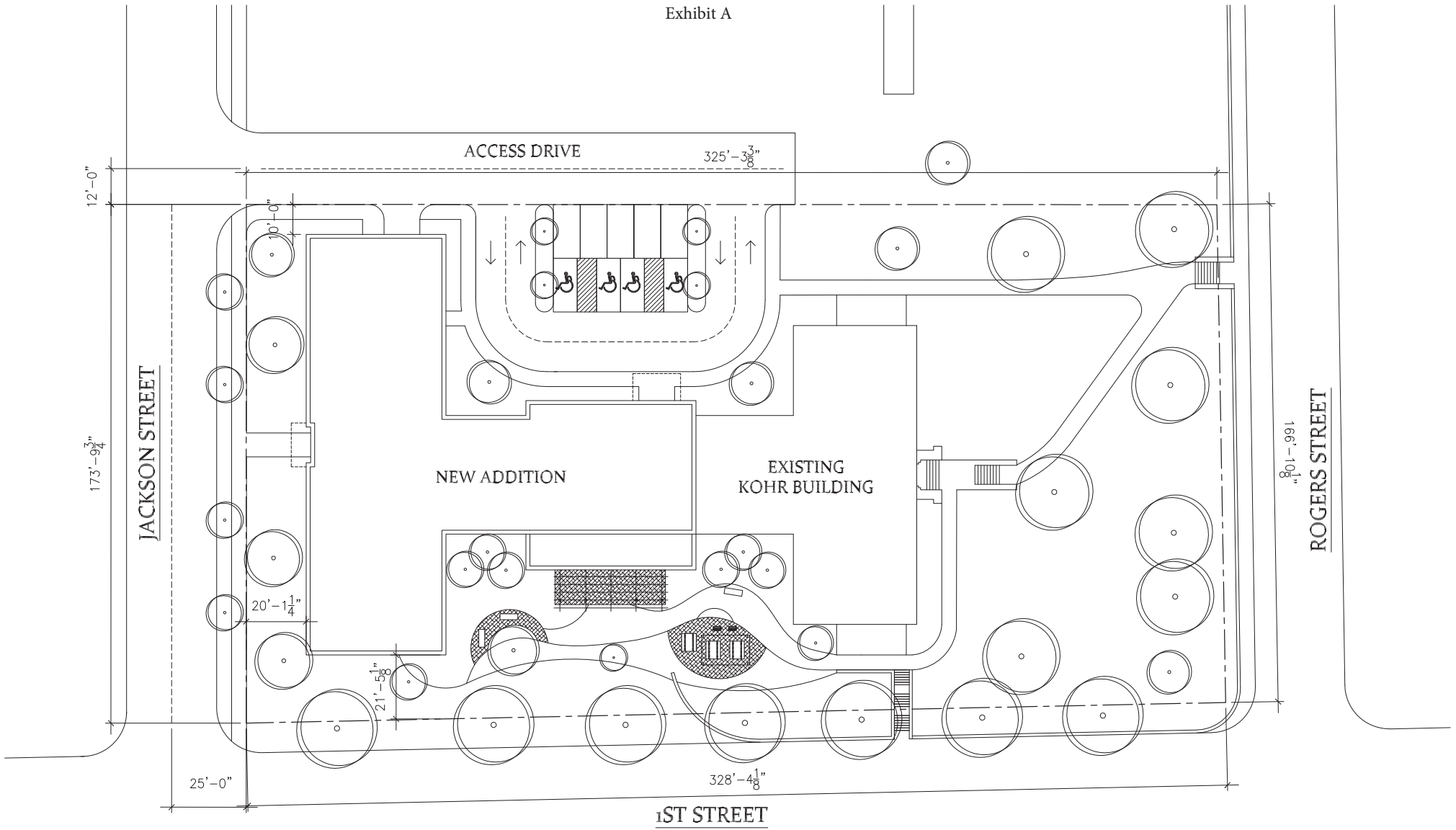


Exhibit A



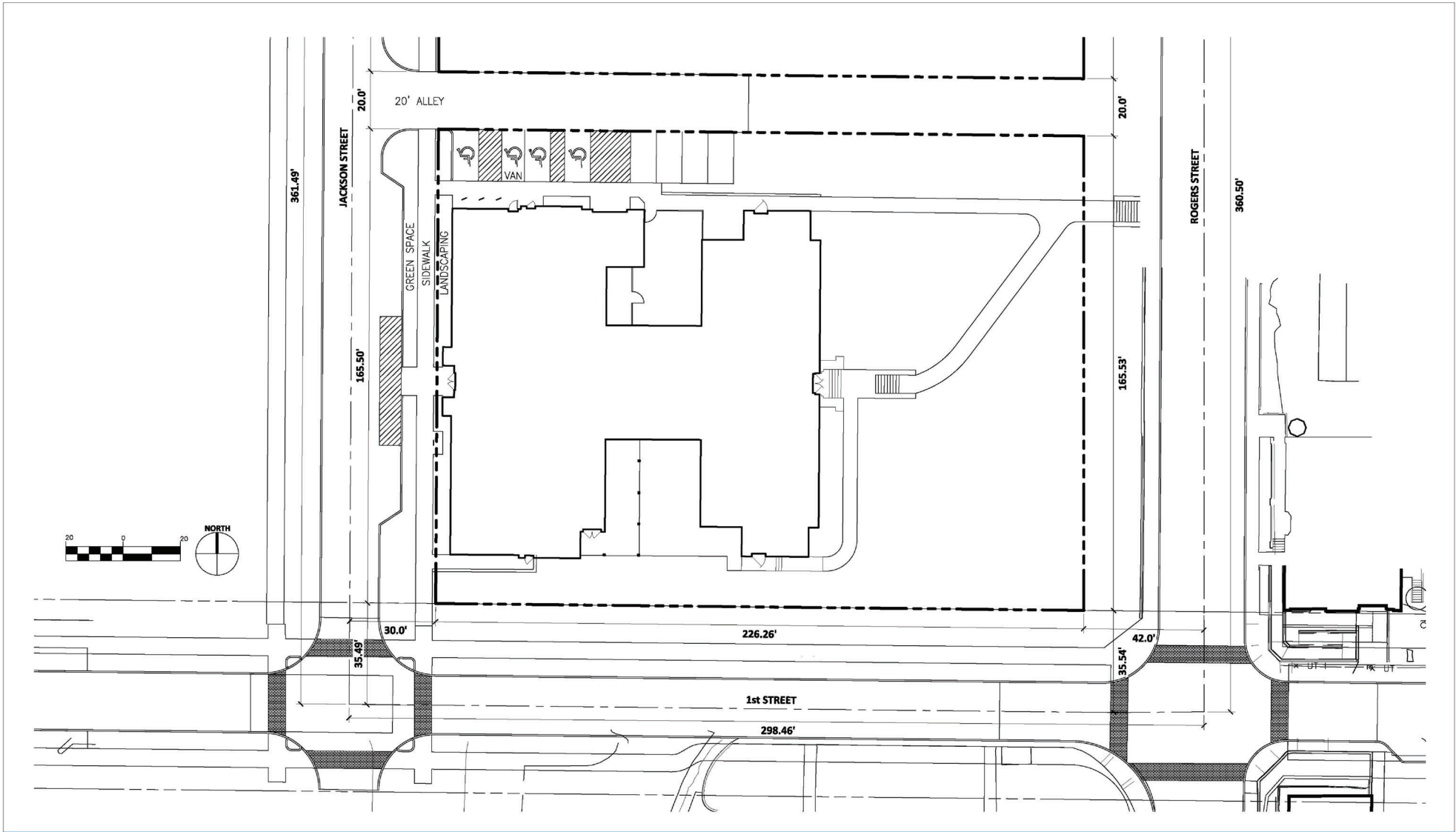
BRINSHORE



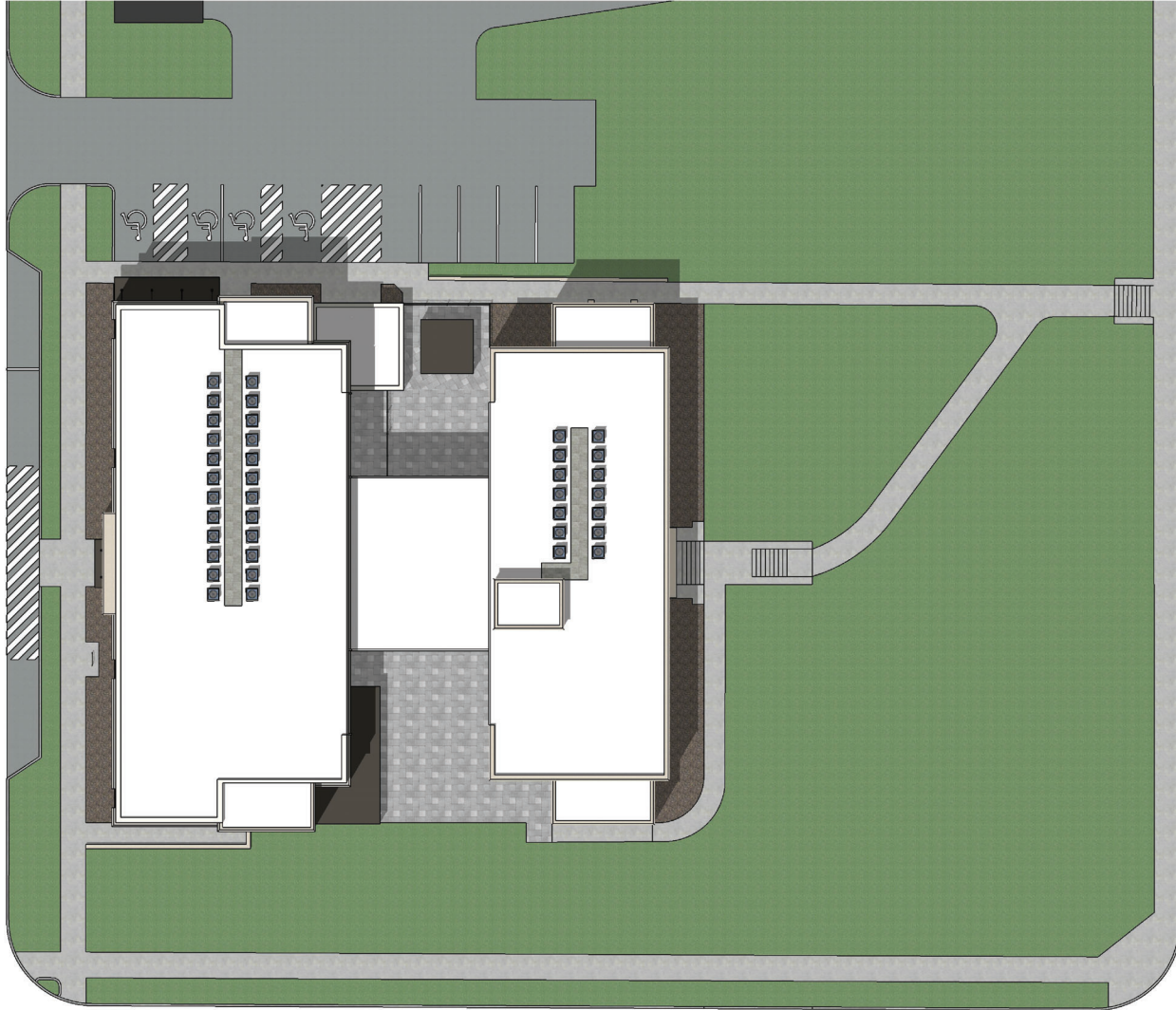
21 SEPTEMBER 2022

SITE PLAN

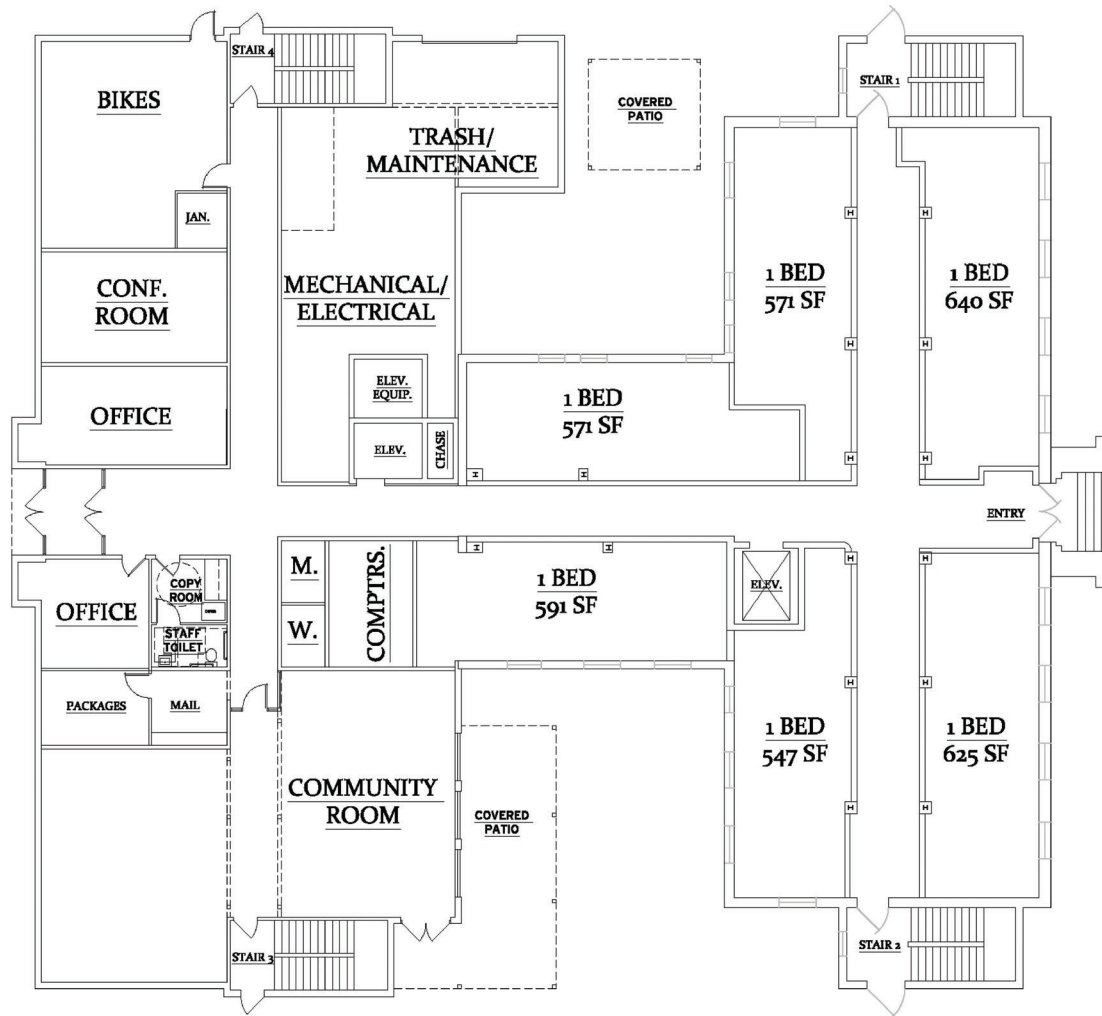




SITE PLAN
KOHR BUILDING
BLOOMINGTON, IN



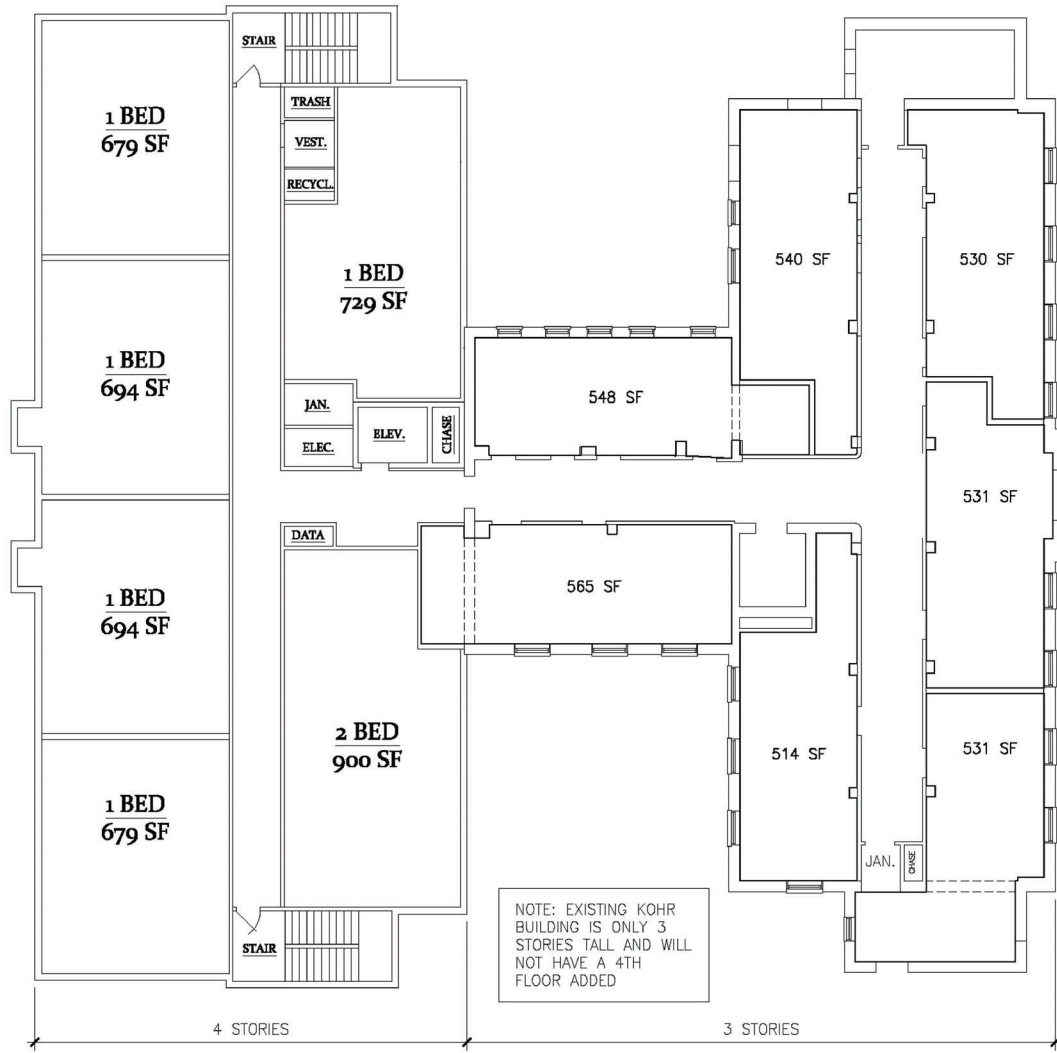
SITE PLAN
KOHHR BUILDING
BLOOMINGTON, IN



FLOOR 1



PLAN
**KOHR BUILDING
 BLOOMINGTON, IN**



NOTE: EXISTING KOHR BUILDING IS ONLY 3 STORIES TALL AND WILL NOT HAVE A 4TH FLOOR ADDED

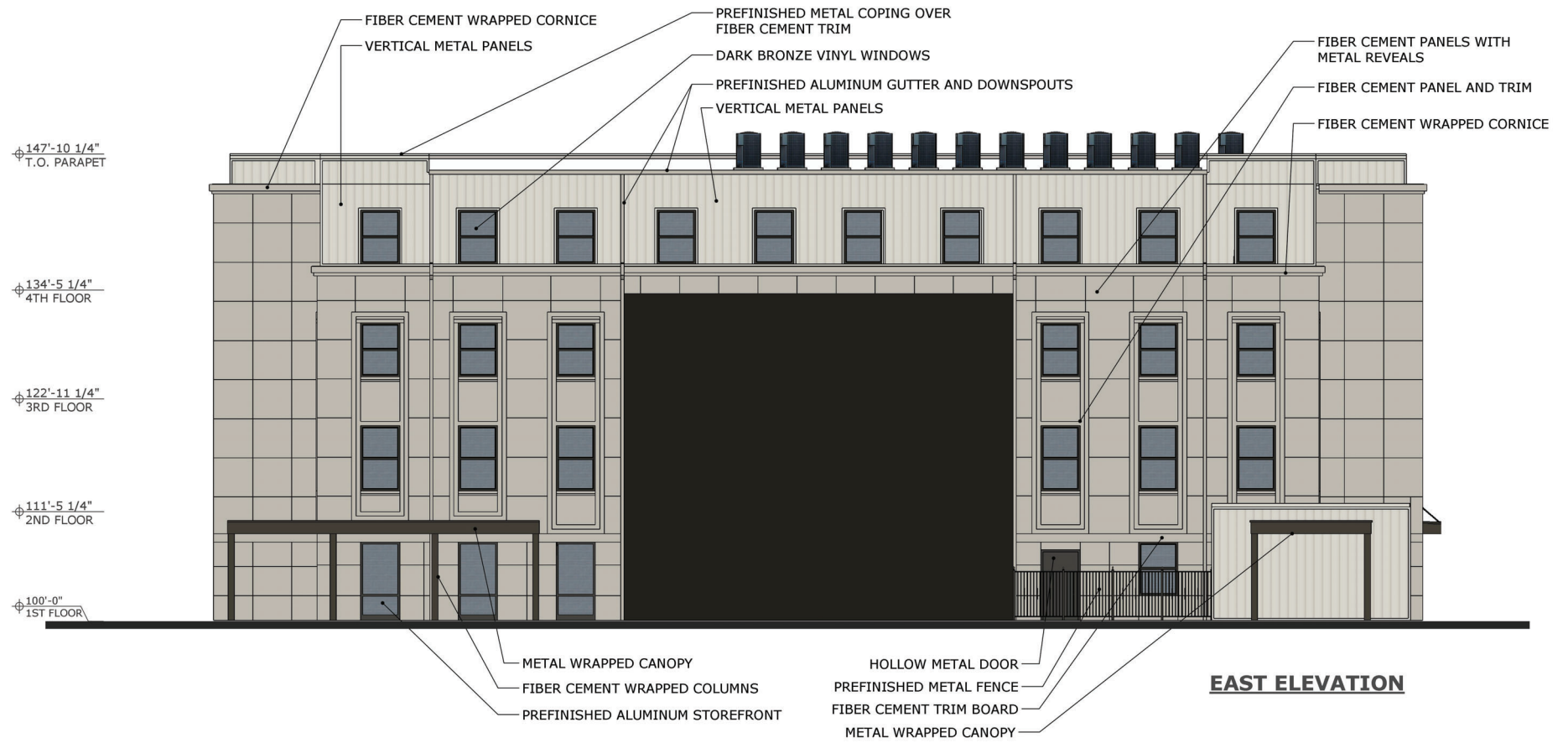
FLOORS 2-4



PLAN
KOHR BUILDING
BLOOMINGTON, IN

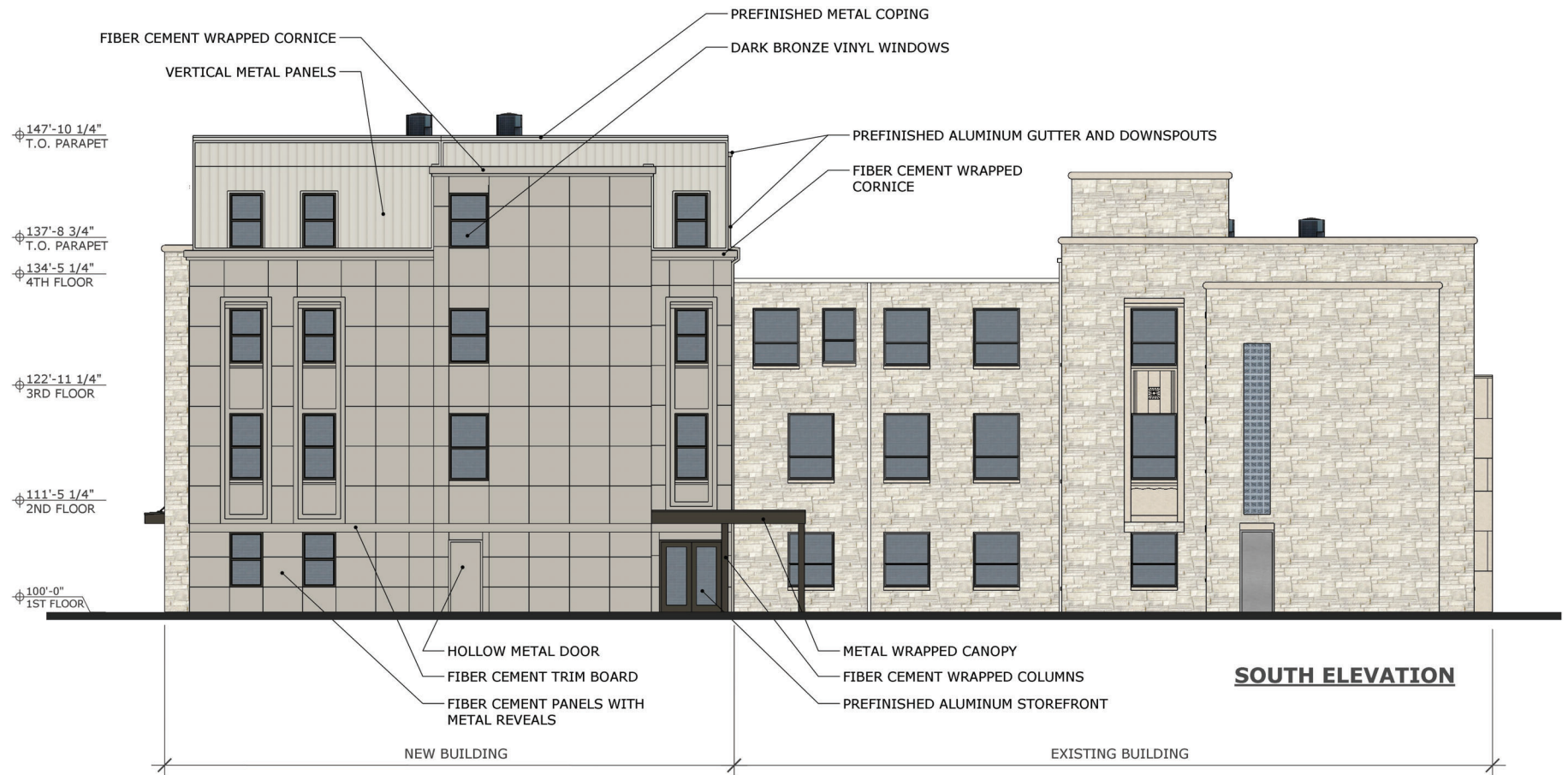


ELEVATION
**KOHR BUILDING
 BLOOMINGTON, IN**

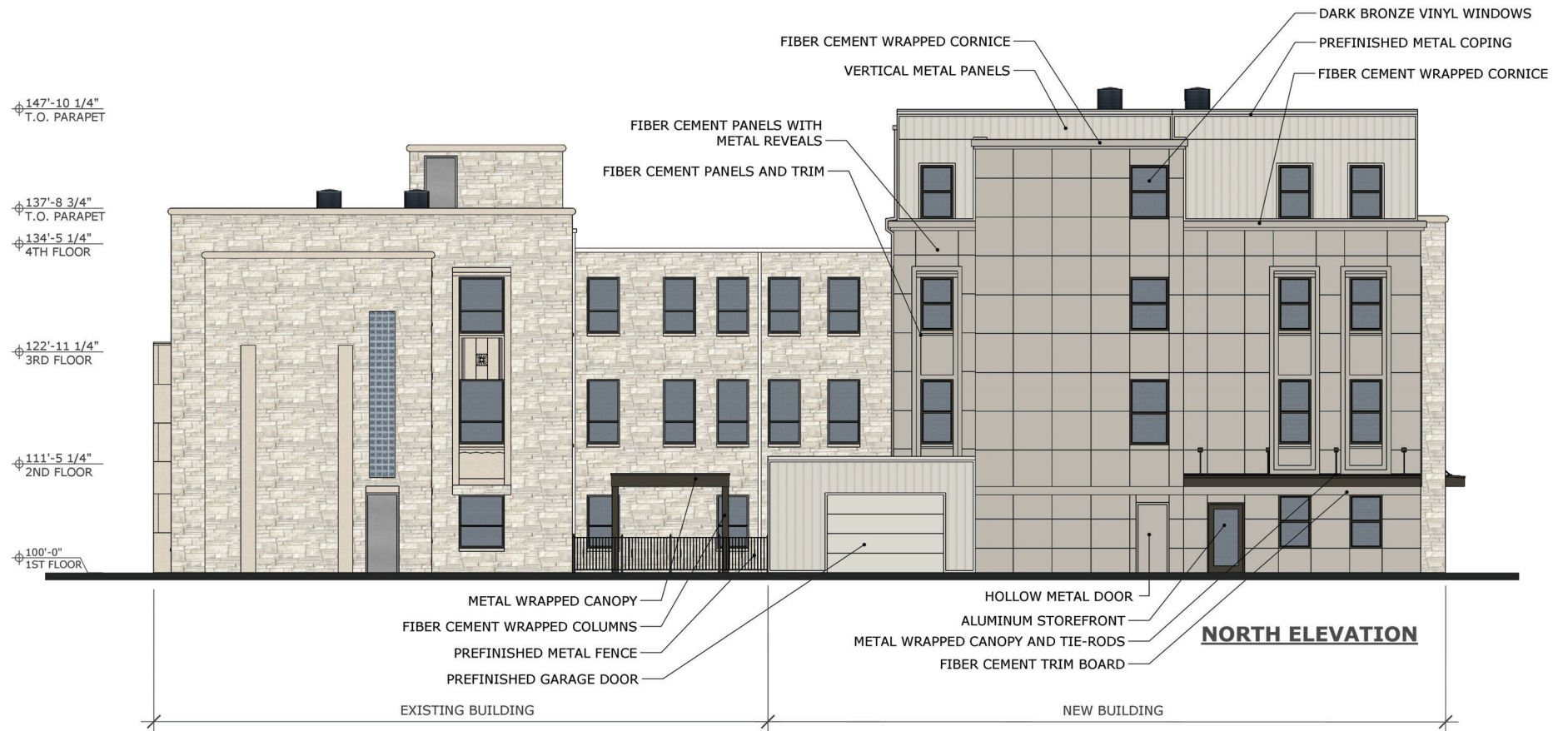


EAST ELEVATION

ELEVATION
**KOHR BUILDING
 BLOOMINGTON, IN**



ELEVATION
**KOHR BUILDING
 BLOOMINGTON, IN**



ELEVATION
**KOHR BUILDING
 BLOOMINGTON, IN**



PERSPECTIVE
KOH R BUILDING
BLOOMINGTON, IN



PERSPECTIVE
KOHHR BUILDING
BLOOMINGTON, IN



PERSPECTIVE
KOHHR BUILDING
BLOOMINGTON, IN



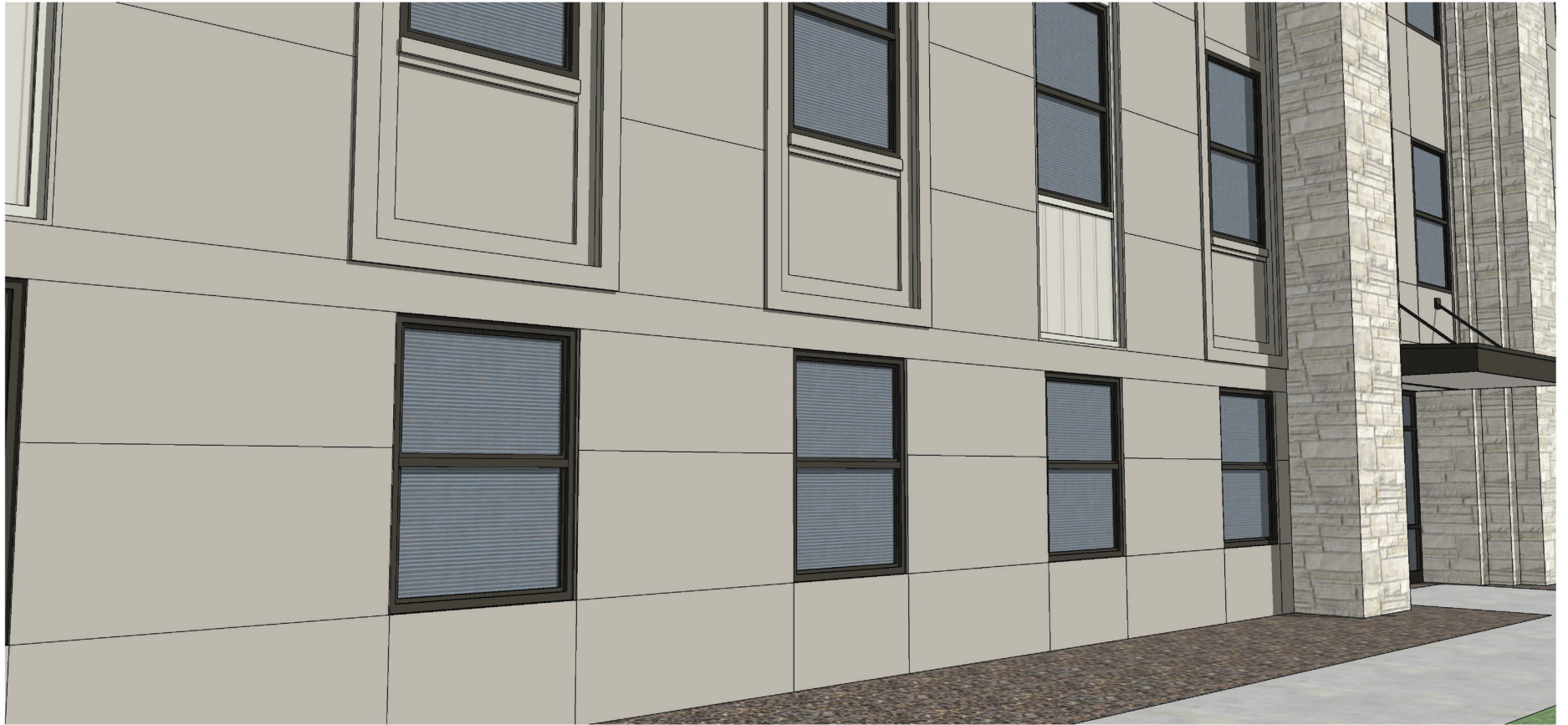
PERSPECTIVE
KOHR BUILDING
BLOOMINGTON, IN



PERSPECTIVE
KOHHR BUILDING
BLOOMINGTON, IN



PERSPECTIVE
KOHHR BUILDING
BLOOMINGTON, IN



PERSPECTIVE
**KOHR BUILDING
BLOOMINGTON, IN**



PERSPECTIVE
**KOHR BUILDING
BLOOMINGTON, IN**



CITY OF BLOOMINGTON

HOUSING AND NEIGHBORHOOD DEVELOPMENT

Bloomington Historic Preservation Commission

APPLICATION FORM FOR CERTIFICATE OF APPROPRIATENESS

INFORMATION ABOUT THE PROPERTY

Address of Property: _____

Parcel Number(s): _____

(OFFICE USE ONLY)

Filing Date: _____

Case Number: _____

HPC Hearing Date: _____

Bloomington Historic District:

- Courthouse Square Historic District
- Elm Heights Historic District
- Fairview Historic District
- Garden Hill Historic District
- Greater Prospect Hill Historic District
- Maple Heights Historic District
- Matlock Heights Historic District
- McDoel Historic District
- Near West Side Historic District
- Prospect Hill Historic District
- Restaurant Row Historic District
- Showers Brothers Furniture Factory Historic District
- University Courts Historic District
- Other: _____

RATING (City of Bloomington Survey of Historic Sites and Structures)

- Outstanding
- Notable
- Contributing
- Non-Contributing

APPLICANT INFORMATION:

Name: _____ Email: _____

Address: _____ Phone: _____

PROPERTY OWNER INFORMATION:

Check if the Applicant is the property owner

Name: _____ Email: _____

Address: _____ Phone: _____

PROPOSED WORK (Check all that Apply):

- New construction
 - Principal building
 - Accessory building or structure
 - Addition to existing building
- Demolition
 - Full Demolition
 - Partial Demolition
- Moving a building
- Alterations to the façade or exterior spaces of the property
 - Window replacement
 - Door replacement
 - Siding
 - Roof material
 - Foundation
 - Other façade element:
- New Signage
- Alterations to the yard
 - Alteration to fences, walls
 - Tree removal
- Other(s): _____

ADDITIONAL REQUIRED DOCUMENTS

- Written description of the nature of the proposal.
- Written description of all of the proposed materials to be used.
- Between 3 and 5 photographs of the historic site and/or structure before changes.
- Scaled drawings or sketches, manufacturer’s brochures, and/or photographic precedents showing the proposed alterations to the exterior, additions, changes, or new construction.
- A map of the site with the site boundaries indicated.

CERTIFICATION

I am the owner or authorized agent responsible for compliance, and hereby acknowledge the following:

1. I have read this application and all related documentation and I represent that the information furnished is correct.
2. I agree to comply with all City ordinances and State statutes, which regulate construction, land use, occupancy, and historic preservation.
3. Any changes made to the project proposal shall be submitted to the City of Bloomington for review.
4. If any misrepresentation is made in this application, the City may revoke any Certificate issued based upon this misinformation.

Applicant’s Signature: _____ Date: _____

INSTRUCTIONS TO PETITIONERS

1. No fee is required for submittal.
2. The petitioner must attend a preliminary meeting with staff of the Department of Housing and Neighborhood Development during which the petitioner will be advised as to the appropriateness of the request and the process of obtaining a Certificate of Appropriateness. This can be done in person, via the phone, or teleconference.
3. **Application form:** The [Bloomington Historic Preservation Map](#) provides the historic district and historic building survey. You need to open the layers and click on “Historic Sites and Survey” to find the historic ratings which are color coded.
4. Communicate with the Monroe County Building Department and the City of Bloomington’s Planning and Transportation Department in order to verify if there are additional requirements.
5. In the historic districts listed on the bottom of the page, the petitioner should contact the historic district construction subcommittee and acquire their feedback as early in the process as possible.
6. The petitioner must file a complete application that includes all of the required documents with Housing and Neighborhood Department Staff no later than fourteen days before a scheduled regular meeting.
7. The petitioner, owner or a delegated representative must attend the Bloomington Historic Preservation Commission (BHPC) Meeting. The BHPC meets the second and fourth Thursday of each month at 5:00 P.M. in a hybrid fashion, at the McCloskey Room (401 N Morton St., Room 135) and via Zoom (with a link to be provided). The petitioner will be notified of the Commission’s decision and a Certificate of Appropriateness will be issued to them. Copies of the Certificate must accompany any building permit application subsequently filed for the work described. If the petitioner feels uncertain of the merits of the petition, they also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action on a filing must occur within thirty days of the filing date, unless a preliminary hearing is requested.

CHECKLIST OF REQUIRED DOCUMENTS

- Filled and signed Application for the Certificate of Appropriateness
- Written description of the nature of the proposal
- Written description of all of the proposed materials to be used.
- Between 3 and 5 photographs of the historic site and/or structure before changes.
- Scaled drawings or sketches, manufacturer’s brochures, and/or photographic precedents showing the proposed alterations to the exterior, additions, changes, or new construction. **(All images must be clear and submitted either in a physical format or as 150-300 dpi jpg, png, or pdf.)**
- A map of the site with the site boundaries indicated (GIS imagery from sites such as [the Elevate tax maps available at \(https://monroein.elevatemaps.io/](#) or [Google Maps](#) (maps.google.com) are acceptable).
- In the case that the historic district in which the property is located has a construction subcommittee, it is highly advisable to contact and review your project with said committee before submitting the application. Contact information for the committee representatives is available upon request from the Historic Preservation Program Manager.
 - [Elm Heights Historic District](#)
 - [Greater Prospect Hill Historic District](#)
 - [Matlock Heights Historic District](#)
 - [McDoel Gardens Historic District](#)
 - [Near West Side Historic District](#)



1 square = 1 Ft

EXAMPLES

3

SUGGESTIONS

1. MEASURE THE SPACE YOU ARE GOING TO CHANGE CAREFULLY.
2. PRINT THE SHEET AND FOCUS ON WHERE THE PROJECT LOCATED ON THE BUILDING.
3. DOES IT FIT ON THE SHEET? YOU CAN PRINT TWO SHEETS OR USE A SMALLER SCALE.
4. CLEAN STRAIGHT LINES ARE YOUR FRIEND.
5. YOU CAN ANNOTATE YOUR DRAWING BUT DO NOT OBSCURE THE IMAGE.

ORIGINAL WINDOW

REPLACEMENT WINDOW

4" X

ELEVATION

PROPOSED HVAC LOCATION

2 feet

DOOR

FLOOR PLAN

WINDOW

1 square = 1 Ft