

**Bloomington Historic Preservation Commission Showers City Hall
McCloskey Room, Thursday October 25, 2018, 5:00 P.M.
AMENDED AGENDA**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. October 11, 2018 Minutes

IV. CERTIFICATES OF APPROPRIATENESS

Staff Review

A. COA 18-67 (Amended)

402 S. Rogers (Greater Prospect Hill)

Petitioner: Chris Sturbaum

Change window configuration on rear of building.

Replace two windows with four.

B. COA 18-77

1210 E. 2nd (Elm Heights)

Petitioner: Chris Smith

Retroactive COA. Removal of two Silver Maples

C. COA 18-78

712 W. Wylie (McDoel)

Petitioner: Brent Hutchinson

Install roof-mounted solar panels

D. COA 18-79

1109 E. 1st (Elm Heights)

Petitioner: Sarah Van der Laan

Remove Silver Maple tree from front yard

Commission Review

A. COA 18-75

713 E. 7th (University Courts)

Petitioner: Doug Bruce

Restoration work

B. COA 18-76

803 E. 1st (Elm Heights)

Petitioner: Shawn Eurton

Paint brick exterior Stonington Grey.

C. COA 18-80

923 E. University (Elm Heights)

Petitioner: Leonardo Olguin

Demolish current detached garage and build a new one.

V. DEMOLITION DELAY

Commission Review

A. Demo Delay 18-38

715 S. Fess

Petitioner: Sam de Sollar

Removal and replacement of existing porch. Remove solar panels.

Replace upstairs windows and alter detached garage.

B. Demo Delay 18-39

314 N. Lincoln

Petitioner: John Langly

Replace front porch.

- VI. NEW BUSINESS
 - A. Adopt updated Rules and Ethics
- VII. OLD BUSINESS
 - A. McDoel National Register District Boundaries
- VIII. COMMISSIONER COMMENTS
- IX. PUBLIC COMMENTS
- X. ANNOUNCEMENTS
- XII. 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 November 8, 2018 at 5:00 P.M. in the McCloskey Room. **Posted:** 10/18/2018

**Bloomington Historic Preservation Commission
Showers City Hall, McCloskey Room
Thursday October 11, 2018, 5:00 P.M.
MINUTES**

I. CALL TO ORDER

Meeting was called to order at 5:00pm.

II. ROLL CALL

Commissioners

Doug Bruce
Flavia Burrell
Sam DeSollar
Jeff Goldin
Deb Hutton
John Saunders
Chris Sturbaum

Advisory

Duncan Campbell

Staff

Conor Herterich – HAND
Alison Kimmel – HAND
Doris Sims – HAND
Eric Sader – HAND

Guests

Hunter Haines
Brayden Sammons
Gail O'Connor
Jim Harvey
Sally Harvey
Danielle Bachant-Bell

III. APPROVAL OF MINUTES

A. September 27, 2018 Minutes

John Saunders made a motion to approve the minutes from September 27, 2018. **Deb Hutton** seconded. **Motion carried 6/0/1. (Yes/No/Abstain)**

IV. CERTIFICATES OF APPROPRIATENESS

Staff Review

A. COA 18-71

806 S. Woodlawn (Elm Heights)

Petitioner: Kurt Walden

The removal of two trees in close proximity to the home.

Conor Herterich gave presentation. See packet for details.

B. COA 18-74

1302 E 2nd St (Elm Heights)

Petitioner: Alisan Donway

Replace mailbox

Conor Herterich gave presentation. See packet for details.

Commission Review

A. COA 18-72

308 N. Walnut (Courthouse Square)

Petitioner: Brayden Simmons

Install aluminum sign cabinet with LED lighting above business entrance.

Conor Herterich gave presentation. See packet for details.

Brayden Sammons stated their business will be next to Cup and Kettle, who has the same size sign as they are proposing. He stated they plan on attaching it to the side of the walls so it does not damage the front of the building.

Chris Sturbaum asked if they have thought of working with a more traditional font or appearance. **Brayden Simmons** stated this is the concept the designer came up with and what they have been working with for marketing purposes.

Sam DeSollar asked how the sign will be powered and how the conduit will be attached to the building. **Brayden Simmons** stated there is a power box next to Cup and Kettle's sign that they will use to power our sign.

Duncan Campbell asked when the commission started allow internally lit or back lit signs on the square. The commission approved the Cup and Kettle sign, partially because of the tree obstruction. **Brayden Sammons** stated the tree is in front of their space more than Cup and Kettle.

Chris Sturbaum stated if the sign had a thicker border and the design had a straight line across the top, instead of two sections, it would look cleaner.

Doug Bruce stated he is not a fan of back lit signs on the square. The sign will be installed on the side of the pilasters similar to the Cup and Kettle sign, the conduit will be painted white, and it will blend in to the façade. The downtown businesses all want to be seen and with the fast traffic on Walnut Street and College Street, he is not against the sign.

Sam DeSollar stated the stone on the building is in pristine condition. When the tenants from the Cup and Kettle came to the commission they were told to either use existing holes or put new holes only in the mortar joints, neither of those instructions were followed.

Duncan Campbell stated traditionally with storefronts, the signs are either painted on the window, in the transom, or compatible with the storefront. The sign should conform the architecture and not over-power the architecture. Stay within the framework and then there won't be an attachment issue.

Doug Bruce stated he likes the idea of attaching the sign to the store front system. The only issue with that is the contractor would then have to figure out how to plug holes and keep the system weather-tight as if it didn't have holes in it.

Sam DeSollar asked if the logo allowed for the sign to be split in two or three signs. **Brayden Sammons** stated that would be a possibility but the cost concerns him.

Brayden Sammons stated they wanted to do everything they can to take care of the building and follow the proper steps to get their sign.

Duncan Campbell stated the building gets the priority with the HPC, not the sign. He has no problem with the logo or the colors, but the sign takes over the building. He stated the sign is plastic, which he isn't a huge fan of. There are a lot more materials that would be compatible.

Sam DeSollar stated he would rather see something with a black metal frame or similar. He suggested painting the glass and having it back-lit from the interior.

Sam DeSollar made a motion to continue **COA 18-72** so the applicant could revise the application and add information the commissioners asked for. **Deb Hutton** seconded. **Motion carried 7/0/0 (Yes/No/Abstain).**

B. COA 18-73

601 S. Ballantine (Elm Heights)

Petitioner: Gail & Tim O'Connor

Install black vinyl decorative shutters.

Conor Herterich gave presentation. See packet for details.

Chris Sturbaum asked the petitioner if they are open to wood shutters. **Gail O'Connor** stated they are, although they have not researched the price difference.

Sam DeSollar asked the petitioner if they have researched to make sure they are able to purchase the correct sizes for their windows. **Gail O'Connor** stated she is pretty sure Lowe's carries the sizes she needs, and if they do not have them in-store, they can be custom ordered online.

Duncan Campbell stated the evidence is clear that there were shutters on the house. He would like for the height and width to be appropriate for the windows. If the petitioner would like to mount the shutters correctly, they would be on hinges.

Deb Hutton asked the commissioners where the petitioner should look for wood shutters. **Duncan Campbell** stated the easiest thing to do is search on the internet.

Chris Sturbaum stated in the 1850's they would be on hinges, in the 1950's they would have been fixed on the wall. He is not a fan of vinyl.

Flavia Burrell asked if vinyl was allowed in the neighborhood. **Conor Herterich** stated the guidelines do not specify the materials allowed.

Sam DeSollar commented the house could be restored to what it was or it could be restored to the original purpose of shutters.

Jeff Goldin asked what the neighborhood feedback was. **Conor Herterich** stated the neighborhood approved.

Sam DeSollar made a motion to approve **COA 18-73** stating the petitioner use the existing holes and match the masonry opening sizes per staff recommendation. **Doug Bruce** seconded. **Motion carried 6/1/0 (Yes/No/Abstain).**

V. DEMOLITION DELAY

Staff Review

A. Demo Delay 18-37

711 W. 9th (West Side NRHD)

Petitioner: Matt Murphy

Replace two windows and shift rear entrance several feet.

Conor Herterich gave presentation. See packet for details.

VI. NEW BUSINESS

A. Local Designation hearing for 1175 S. Smith Rd.

Conor Herterich gave presentation. See packet for details.

Jim Harvey stated when Jeff Goldin appraised the house he asked the owners if they had considered locally designating the home. He stated they had a conversation with staff a couple of years ago and it did not seem like a welcomed idea due to the modifications of the home. When they re-applied this year, the reaction was much different. He is excited to be able to protect the home and property.

The commission thanked the owners for applying to locally designate their home.

Doug Bruce stated the owners' son is a very accomplished architect. The fact this is Chris Harvey's home could add significance to the designation.

Duncan Campbell commented on the timeline of the house regarding the additions and characteristics of the structures and property. Many of the additions and alterations happened in the 1930's.

Deb Hutton asked if the designation would include the structure only or the entire property. **Duncan Campbell** stated it will include the entire property and all structures on it, including walls, trees, and fences.

Danielle Bachant-Bell commented she is excited to see this designation be moved forward to the Council.

John Saunders made a motion to move this forward for local designation to the Common Council. **Deb Hutton** seconded. **Motion carried 7/0/0.**

B. National Register nomination for McDoel Historic District.

Danielle Bachant-Bell gave a presentation for the McDoel Gardens Historic District National Register application. She explained the national register process and how she created the district boundaries to the commission.

Chris Sturbaum asked if she was asking for support from the commission. **Danielle Bachant-Bell** stated yes, that is why she is here.

Duncan Campbell stated the commission can support and accept this, it goes to the state for technical review.

Sam DeSollar requested seeing the locally designated neighborhood map compared to the proposed national register map.

Deb Hutton commented she would also like to see the other designation maps. **Danielle Bachant-Bell** stated those maps cannot be a part of the application that is sent to the state.

Duncan Campbell stated he trusts Danielle's survey capability, but he would like to walk and see the changes in the neighborhood. The state is not supposed to review the boundary, they are only supposed to make sure the information is in in the application. If the commission supports the boundaries, the state should accept them, and the federal level should look at the recommendations of the state and commission.

Doug Bruce stated he doesn't think it will hurt the process to wait two weeks to look at the other maps, to see if the current proposed boundaries can be pushed.

Duncan Campbell stated he questions if the boundaries could be expanded. **Danielle Bachant-Bell** stated she was worried about the boundaries as well, until she was on the ground and they made complete sense. She could not make an argument to expand the boundaries due to the non-contributing properties surrounding the area.

Doris Sims stated the next meeting Conor will have a map to overlay the locally designated district over the national register map.

Sam DeSollar asked if McDoel Gardens was voluntarily elevated. **Jeff Goldin** stated it was not.

VII. OLD BUSINESS

John Saunders asked for an update on the Maple Heights application to become a conservation district. **Conor Herterich** stated he is actively working with Dan Sherman to get on the Council agenda.

VIII. COMMISSIONER COMMENTS

Deb Hutton stated she has a contact within the Madison Historic Preservation board if the commission would like to have any future events there.

IX. PUBLIC COMMENTS

X. ANNOUNCEMENTS

Alison Kimmel reminded the commission of the retreat at One City Centre, Tuesday, October 16, 2018, starting at 9:00am.

XII. ADJOURNMENT

Meeting was adjourned at 7:10 pm.

END OF MINUTES

Amend COA 18-67

CERTIFICATE OF APPROPRIATENESS

Issued by the Bloomington Historic Preservation Commission

Address of Historic Property:

402 S. Rogers
Bloomington, IN

RECEIVED
OCT 18 2018

BY: *C. Hols*

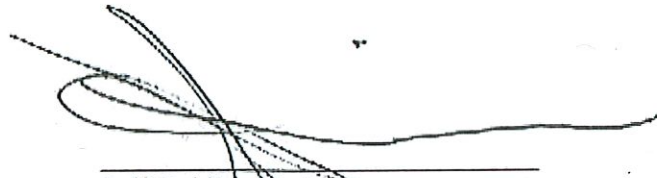
Staff Approved

Summary of Work Approved:

Replace existing vinyl windows with Marvin "Integrity" windows. Build screen porch with traditional rail and spindles on southwest corner of house. Restore the west exterior wall with wood and replace damaged siding. Change window configuration by replacing two windows with four.

A copy of the complete approved plans may be obtained from the Department of Housing and Neighborhood Development Office located at City Hall, 401 N. Morton Street, Suite 130 under case number 18-67.

This Certificate is effective for two years following the date of issue. Exterior work outside of the scope of this approval is not permitted and subject to fines outlined in Municipal Code, Title 8, Chapter 8.16.020.



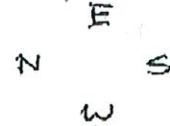
Jeff Goldin, Chair
Bloomington Historic Preservation Commission

Issue Date: September 27, 2018

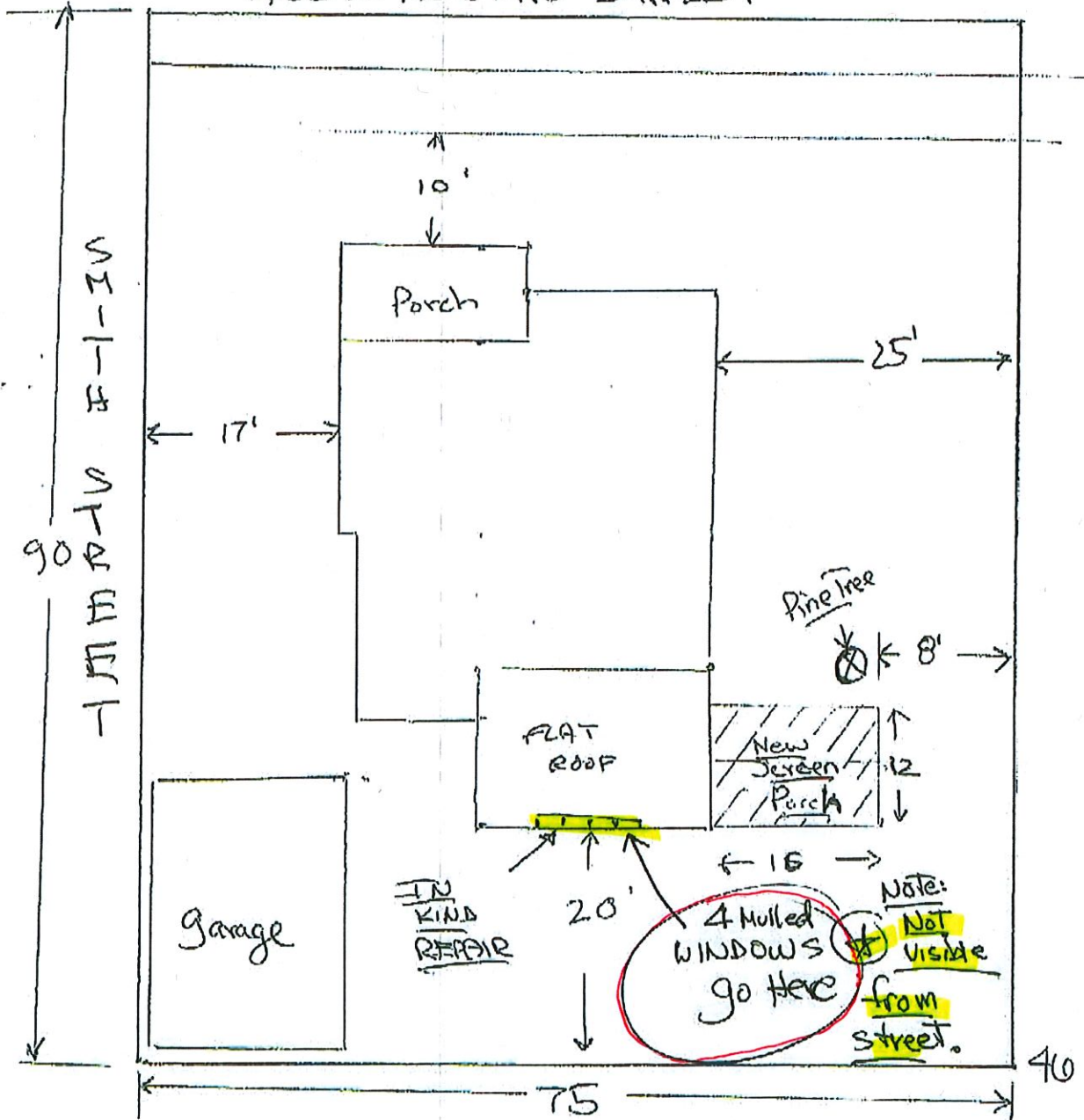
Amend Staff Approved, October 18, 2018

GOLDEN HANDS CONSTRUCTION
334 SOUTH JACKSON
BLOOMINGTON IN 47403

CHRIS STURBAUM
PHONE/FAX: 812-336-9171



402 S. ROGERS STREET



COA: 18-77
Staff Approval

Address: 1210 E. 2nd Street

Petitioner: Chris Smith

Parcel Number: 53-08-04-100-024.000-009

1210 E. 2nd Street



Background:

Vacant lot located in the Elm Heights Historic District.

Request:

Retroactive COA for tree removal of two large silver maples and overgrown Yews

Guidelines:

Elm Heights design guidelines state that the complete removal of mature, healthy trees should be considered only for compelling reasons because the loss of such trees diminishes the neighborhood and site setting.

Recommendation:

Staff approves COA 18-77 for two reasons.

1. The removed trees were not native species and are listed as undesirable trees in the Bloomington Tree Care Manual.
2. This is a retroactive COA, owner did not know that tree removal was the under the purview of the BHPC. Owner has been warned that future violations will result in fines.

**APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS**

Case Number: 18-77

Date Filed: 10/11/18

Scheduled for Hearing: 10/25/18

Address of Historic Property: 1210 E Second Street

Petitioner's Name: CM Ventures, LLC/Chris Smith

Petitioner's Address: 3702 E Devonshire Lane

Phone Number/e-mail: cdsmith3030.com

Owner's Name: Cm Ventures, LLC

Owner's Address: 3702 E Devonshire Lane

Phone Number/e-mail: 812-219-3030

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 no later than seven 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. 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.

COA: 18-78

Staff Approval

Address: 712 W. Wylie St

Petitioner: Brent Hutchison

Parcel #: 53-08-05-402-021.000-009

Property is Contributing

Circa. 1940



712 W Wylie



Installation of proposed solar panels on similar house.

Background: The structure is a slightly altered, front gabled American Small House built around 1940. It is located in the McDoel Historic District.

Request: Install roof-mounted solar panels on the east-facing side. Conduit running from the panels to the electric meter will be on the rear of the house and not visible from the public right of way.

Guidelines:

The Secretary of the Interior's Standards for the Treatment of Historic Properties, p. 101 It is recommended installing... solar panels when required for a new use so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.

McDoel Design Guidelines, p. 6

1. McDoel supports alternative energy and sustainability goals within the district.
2. **Preferred:** Locate solar panels on the house roof at same pitch as existing roof. Position close to roof surface.

Recommendations: Staff approves COA 18-76. McDoel design guidelines support use of solar panels, and the petitioners choice of panels and installation method matches roof pitch and do not obscure character-defining features.

APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS

Case Number: 18-78
Date Filed: 10/17/18
Scheduled for Hearing: 10/25/18

Address of Historic Property: 712 W WYLIE ST, BLOOMINGTON, IN 47403
Petitioner's Name: BRENT HUTCHISON
Petitioner's Address: 712 W WYLIE ST, BLMGTN, IN 47403
Phone Number/e-mail: 801-837-3403 brenthutch@gmail.com
Owner's Name: BRENT HUTCHISON
Owner's Address: 712 W WYLIE ST, BLMGTN, IN 47403
Phone Number/e-mail: 801-837-3403 brenthutch@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 no later than seven 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. 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. 015-20900-00 Dixie Highway Lot 135

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

INSTALLATION OF ROOF-MOUNTED SOLAR PANELS. THE PANELS ARE PLANNED TO BE INSTALLED ON THE EAST-FACING SIDE OF THE ROOF (SEE ATTACHED PICTURES). NO ALTERATIONS WILL BE MADE TO THE ACTUAL BUILDING.

3. A description of the materials used.

FOR MOUNTING THE SOLAR PANELS TO THE ROOF, A ^{SERIES OF} SMALL FOOT PLATES WILL BE ATTACHED TO THE RAFTERS THROUGH THE ROOF SHINGLES, THEN COVERED WITH FLASHING TO PREVENT WATER PENETRATION. ALUMINUM RACKS WILL BE MOUNTED TO THE FOOT PLATES, AND THE PANELS WILL BE MOUNTED ATOP THE ALUMINUM RACKS. THE ELECTRICAL CONNECTION FROM THE PANELS WILL RUN THROUGH EMT CONDUIT DOWN THE BACK (NORTH) SIDE OF THE HOUSE, NEXT TO THE ELECTRIC METER, WHICH IS NOT VISIBLE FROM THE STREET.

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

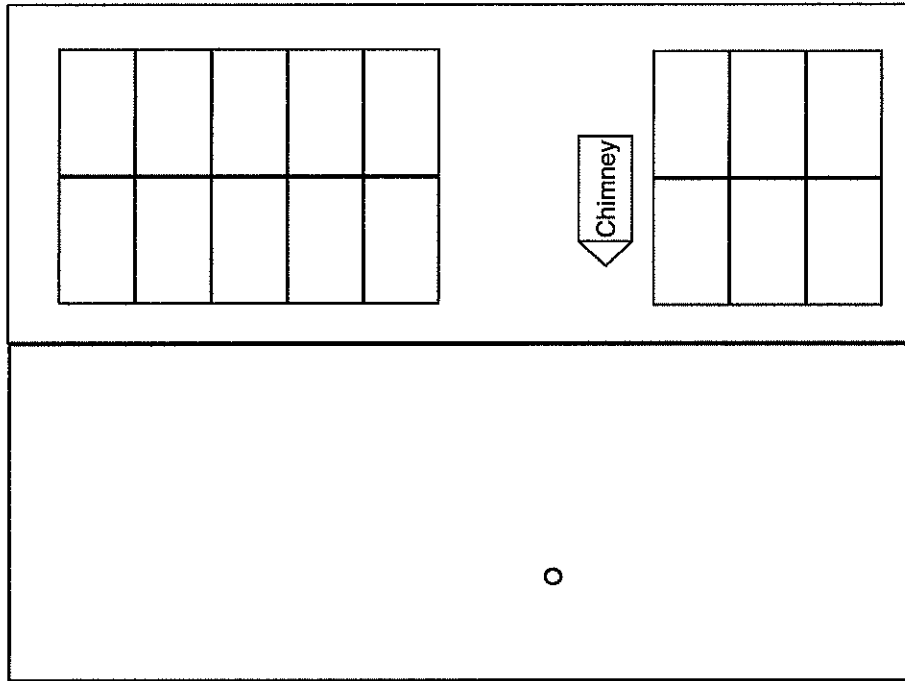
5. Include a scaled drawing, survey or geographic information system map showing the footprint of the existing structure and adjacent thoroughfares, Geographic Information System maps may be provided by staff if requested. Show this document to Planning Department Staff in order to ascertain whether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

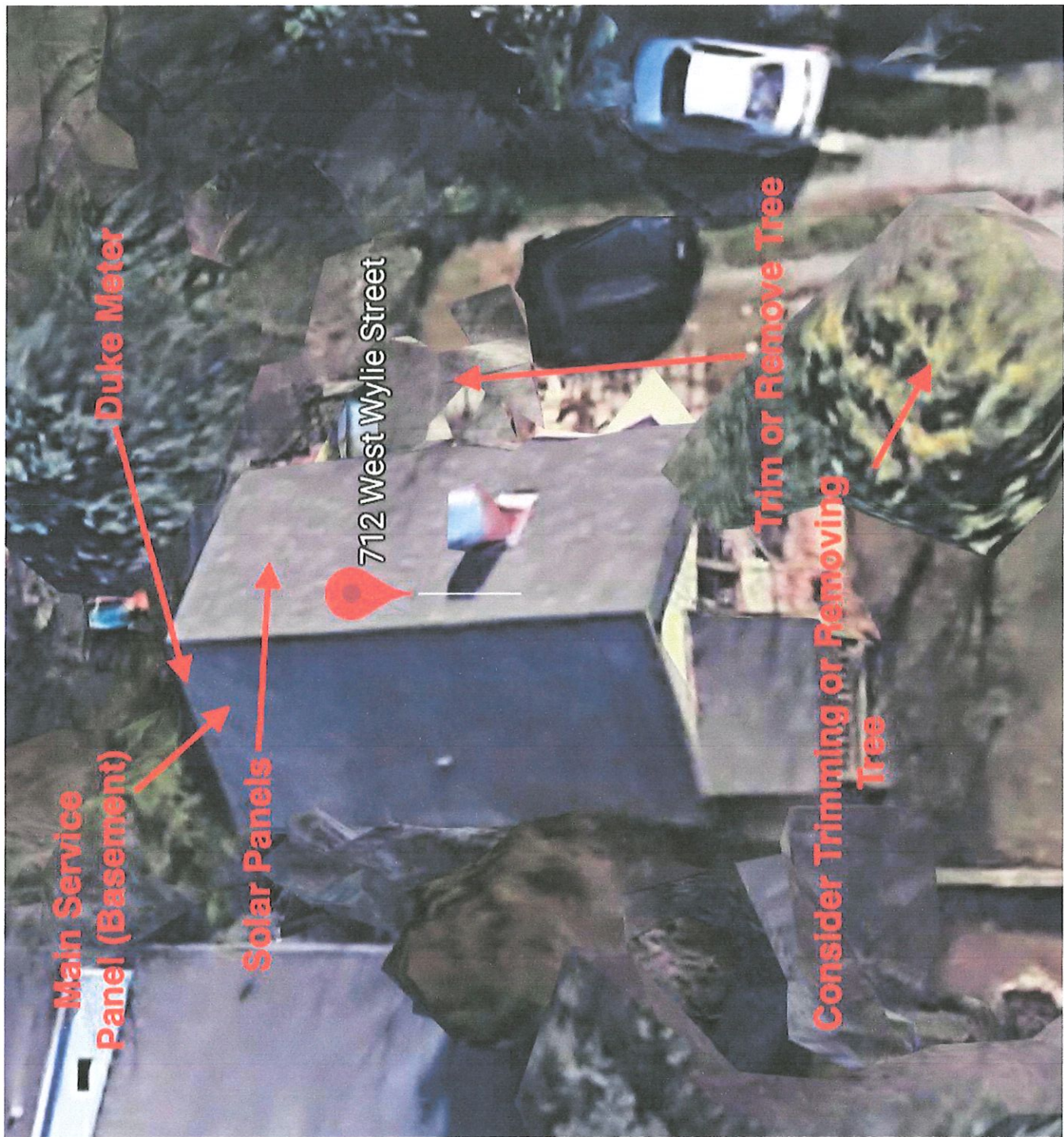
If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.

8/2/18		PANEL LAYOUT DRAWING		
Project:		Equipment Information:		Prepared By:
Brent Hutchison 712 W. Wylie St. Bloomington, IN 47403 (801) 837-3403		Solar Panel:	SolarWorld	Whole Sun Designs Inc. Whit Grote 6873 S Old SR 37 Bloomington, IN 47403
		Panel Dim. (in.):	TBD	
		Inverter:	TBD	
		Roof Type, Pitch:	Dim Shingles, 30	

Z



SOLARWORLD



Main Service Panel (Basement)

Solar Panels

Duke Meter

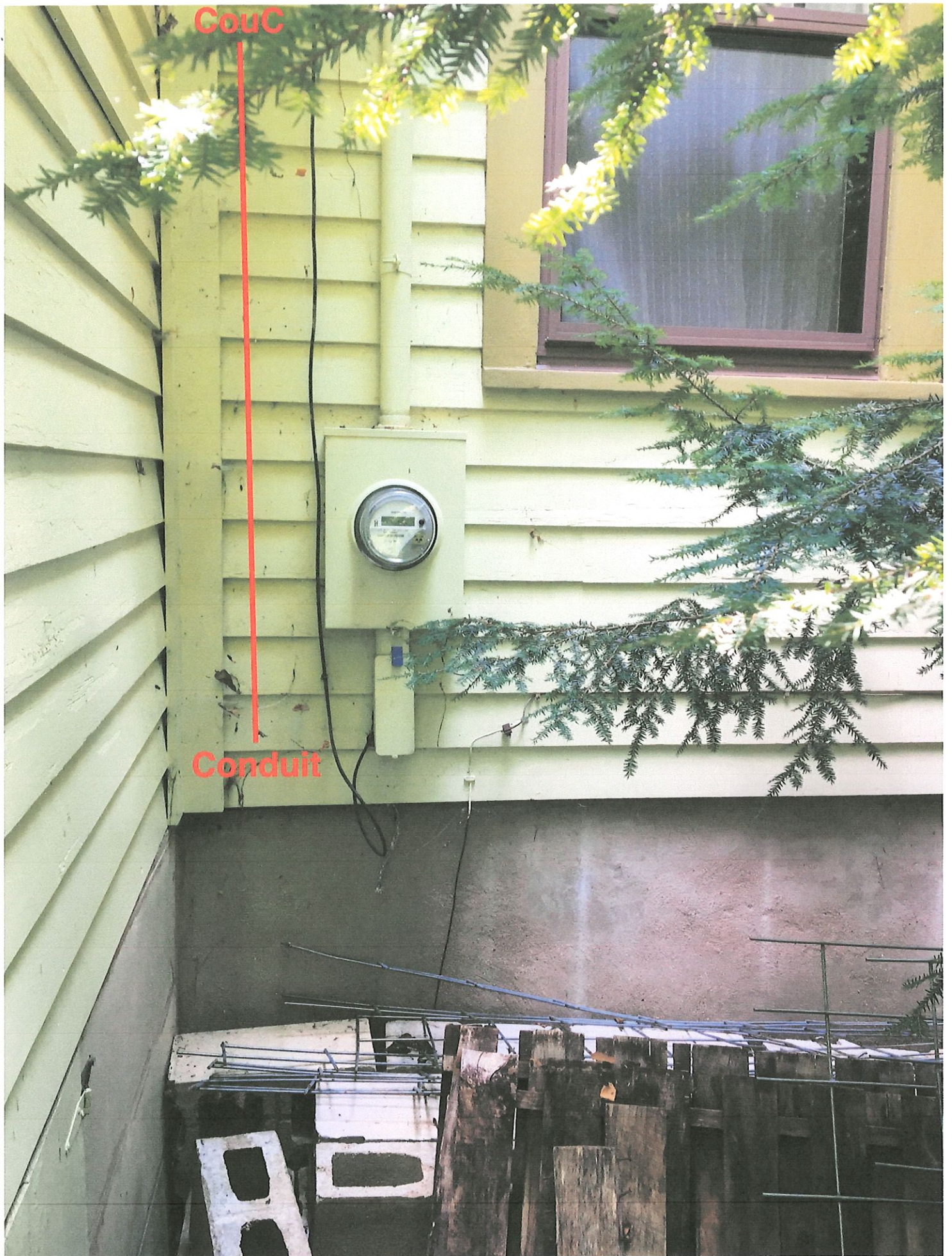
712 West Wylie Street

Trim or Remove Tree

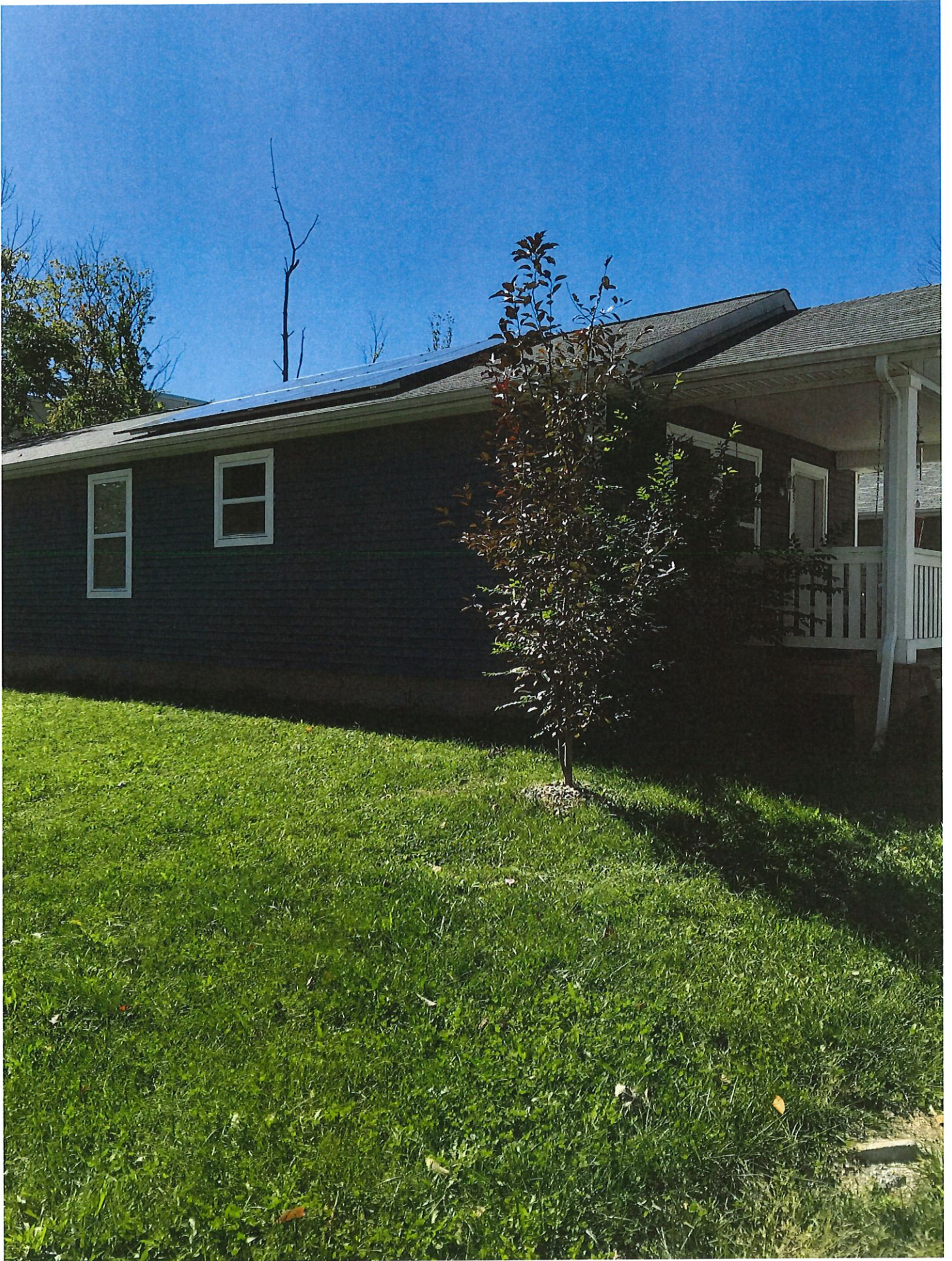
Consider Trimming or Removing Tree

Conduit

Conduit







McDoel Historic District Design Guidelines

Acceptable

Square cut split face concrete block is acceptable. Poured, patterned, or topped concrete block which maintains the vertical plane of the walls are acceptable. Curved face Belgian block which presents an irregular plane to the street should not be used in the front yard as an embankment wall but is acceptable as a garden border.

RAMPS AND EXTERIOR MODIFICATIONS FOR AGING IN PLACE:

Because McDoel has many retirees, the neighborhood prioritizes accessibility.

Preferred

The preferred location of ramps is away from front facade of the house.

Acceptable

Ramps are generally permitted, front or rear of lot.

SOLAR PANELS/ ENERGY RETROFITS:

McDoel supports alternative energy and sustainability goals within the district.

Preferred

Locate solar panels on the house roof at same pitch as the existing roof. Position close to the roof surface and as inconspicuously as possible. Alternatively place solar panels in the backyard or on the garage roof.

Acceptable

Install at elevations not significantly above the roof surface.

DECKS AND PATIOS:

Recreational living space is important in a vital family neighborhood.

Preferred

Flush stone or brick patios, or wood decks should be placed to the rear of the house where visibility from the front is limited.

Acceptable

Wooden decks partially visible in a side yard are acceptable.

SKYLIGHTS:

Preferable

Skylights installed in the roof 1/3 of the way back from the front façade, or beyond, and at the same roof pitch are preferred.

Acceptable

It is acceptable to place a roof skylight 1/3 of the way back, or beyond, from the front facade.

TREES AND LANDSCAPING:

There is no review of landscaping elements

COA: 18-79

STAFF APPROVAL

Address: 1109 E. 1st Street

Petitioner: Sarah Van der Laan

Parcel #: 53-08-04-100-045.000-009

Property is Contributing

Circa. 1937



Background: Known as the Winthrop and Luella Kellogg House, this unaltered Colonial Revival style home is listed as contributing and is located in the Elm Heights Historic District.

Request: Remove Silver Maple tree from the front yard.

Guidelines: Elm Heights Design Guidelines,

1. "Large overarching shade trees in front yards..." as a characteristic of the district's environment. (pg. 6)
2. Placing trees in close proximity to retaining walls and basements may cause their eventual *erosion and collapse.*" (pg. 12)

Staff Decision: Staff has decided to approve COA 18-80 for the following reasons:

1. The roots have caused cracking and partial collapse of retaining wall located to the left of the tree.
2. A certified arborist from Baldwin Tree Preservation has found that the Silver Maple had been improperly topped in the past which has led to decay within the canopy and subsequent limb failure. Arborist has also estimated medium to high chance for the tree to impact targets in the future,
3. Silver Maple has been deemed an undesirable species by the Bloomington Tree Care Manual due to its quick growth rate and high chance of limb failure.

APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS

Case Number: 18-79

Date Filed: 10/17/18

Scheduled for Hearing: 10/25/18

Address of Historic Property: 1109 E. 1st Street, Bloomington, IN 47401

Petitioner's Name: Sarah Van der Laan

Petitioner's Address: 1109 E. 1st Street, Bloomington, IN 47401

Phone Number/e-mail: 858 945 4077 / spvanderlaan@yahoo.com

Owner's Name: Sarah Van der Laan

Owner's Address: 1109 E. 1st Street, Bloomington, IN 47401

Phone Number/e-mail: 858 945 4077 / spvanderlaan@yahoo.com

Instructions to Petitioners

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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. single-family lot

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

I seek permission to remove a silver maple tree from my front yard. As the attached arborist's risk assessment makes clear, the tree is in poor health and poses significant risks in the near future to both my property and my neighbors' property. Indeed, I am aware of two recent incidents in which limbs fell from the decaying canopy.

In May 2018, a large limb fell into my yard, fortunately causing no damage. I subsequently learned that in late December 2014 or early January 2015, a limb fell onto my neighbors' car while it was parked in the driveway of 1107 E. 1st Street, crushing the car beyond repair. I am concerned that the next limb might fall onto my roof, onto my neighbors' roof, or onto 1st Street to cause a traffic accident. I am also concerned about the tree's proximity to the retaining wall that separates my property from my neighbors' (<5 feet), which is beginning to bulge.

I would like to remove the tree before the winter and, after consultation with the arborist, replace it with a suitable tree in a suitable location.

3. A description of the materials used.

Please see attached arborist's estimate for a description of the work to be undertaken. The precise nature and location of the replacement tree remain to be determined.

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.



**BALDWIN TREE
PRESERVATION**

Prepared for:
Sarah VanderLaan
1109 E 1st Street
Bloomington, In
858-945-4077

Prepared by:
Matt Baldwin
ISA Certified Arborist IN-3202a
ISA Tree Risk Assessment Qualified
OISC Certified Applicator F238042
Baldwin Tree Preservation
812-606-9160

Date	Project
10/13/18	Silver Maple Tree Risk Assessment

Assessment

Description

The silver maple at 1109 E. 1st St. In Bloomington, IN has been previously topped which has lead to unacceptable risk involved with this tree. The topping was done many years ago and has led to many issues with this tree. There are many pockets of decay within the canopy of this tree as a result of the topping. There has been previous large limb failure due to the topping and decay within the canopy of this tree. There is dead or declining limbs consistently across the upper canopy, which is an indication of root issues and overall decline in health.

Silver maples are a soft wood species that grow extremely fast. They are very susceptible to wind, ice and snow loads (especially after they have been topped). Silver maples are not a desirable species to have near homes or other structures because of their species characteristics. The homes at 1107 and 1109 E. 1st St. are potential targets and the tree has a medium to high likelihood of impacting the targets. The likelihood of failure and impacting the targets is likely and the consequences of failure could be significant to severe. I recommend removing this tree and replanting with a native hardwood species. The combination of the previous topping, large pockets of decay, root issues, species characteristics and overall declining health makes this tree an good candidate for removal.



**BALDWIN TREE
PRESERVATION**

Prepared for:
Sarah VanderLaan
1109 E 1st Street
Bloomington, In
858-945-4077

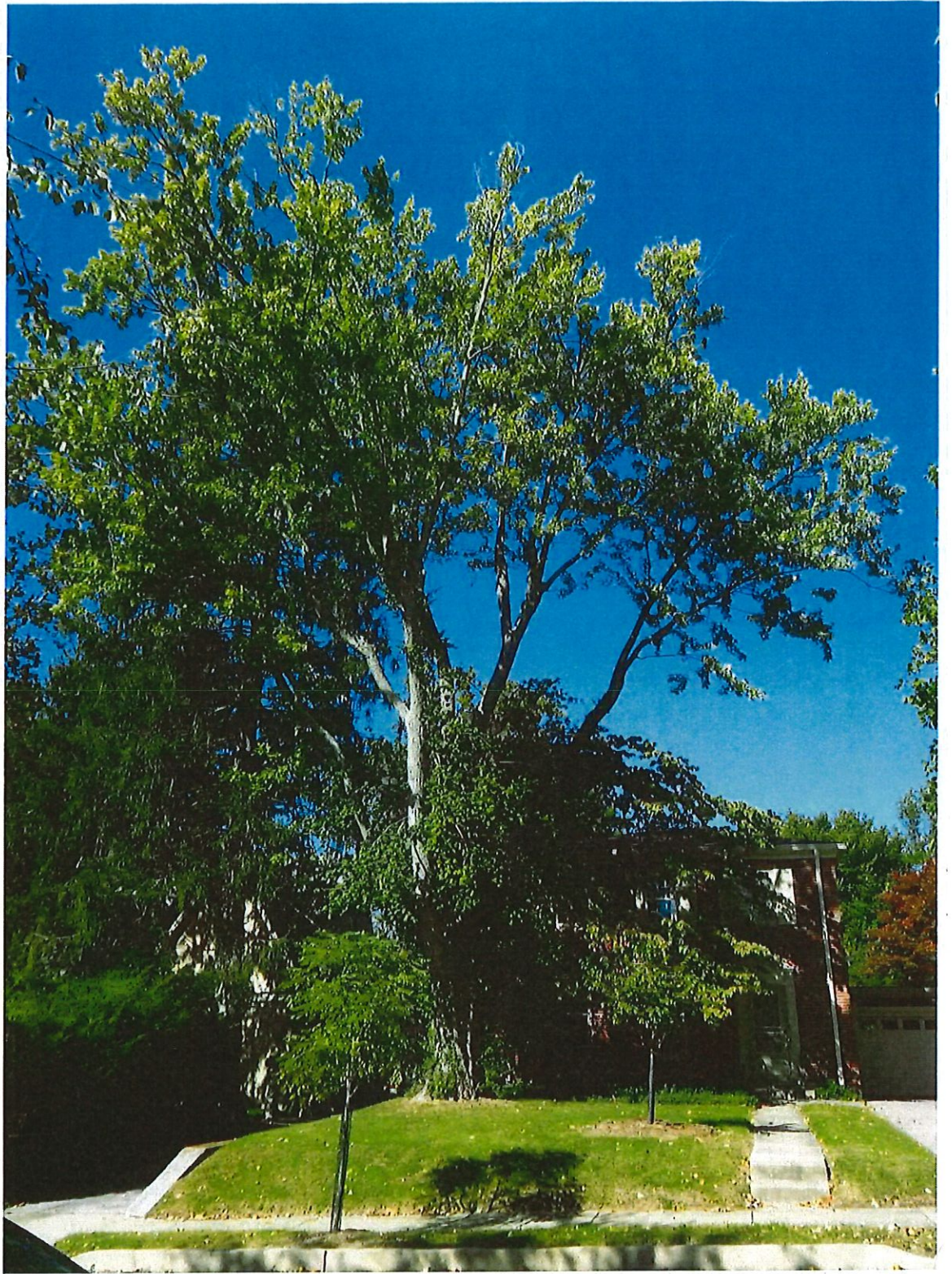
Prepared by:
Matt Baldwin
ISA Certified Arborist IN-3202a
ISA Tree Risk Assessment Qualified
OISC Certified Applicator F238042
Baldwin Tree Preservation
812-606-9160

Date	Project
10/01/18	Tree Work

Proposal

Description
<p>A. Silver Maple- Safely take down tree. Chip or haul away all limbs. Haul away all wood. Clean up final work site. \$3420 All work to be performed by or under direct supervision of an ISA (International Society of Arboriculture) Certified Arborist.</p> <p>Any alteration or deviation from the specifications above involving extra costs will be executed only upon written order, and will become an extra charge over and above the work listed above.</p> <p>To confirm personal liability, workers compensation and property damage insurance contact Bright and Williamson Insurance. (812) 988-2275</p> <p>Payment due in full upon completion of work.</p> <p>This proposal may be withdrawn if not accepted within 30 days.</p> <p>Thanks for considering us to care for your trees.</p>







COA: 18-75

Address: 719 E 7th Street

Petitioner: ECMIU Bishop's Committee

Parcel #: 53-05-33-403-002.000-005

Property is Notable

Circa. 1925



Background: Notable Spanish Colonial Revival style building located in the University Courts Historic District. Locally known as the Canterbury House, it was built in 1925 by Thomas Sare and designed by Bloomington architect John L. Nichols,

Request:

1. Reset/regROUT compromised masonry veneer (brick/limestone)
2. Replace existing roof surfaces
3. Repair/rebuild existing surface mount trough gutter
4. Replace compromised 6 course brick veneer water barrier between gutter structure and roof edge with smooth face limestone veneer.

COA: 18-75

Guidelines: The Secretary of the Interior's Standards for the Treatment of Historic Properties,
p. 31

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color.	Altering masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic masonry features instead of repairing or replacing only the deteriorated masonry. Applying paint or other coatings (such as stucco) to masonry that has been historically unpainted or uncoated. Removing paint from historically-painted masonry.

University Courts Design Guidelines, p. 20.

1. Limestone and brick are the most prominent and pervasive building materials in University Courts.
2. Stately brick homes with limestone or wood embellishments are well represented in the neighborhood.
3. If repointing or rebuilding of masonry is required, it is extremely important to match the original color, strength, and hardness of the historic mortar.

Recommendations: Staff recommends approval of work requests 1-3 because these are protective measures necessary to sustain the existing form, integrity, and materials of the historic property. Work request 4 involves replacing a band of historic brick with new Indiana Limestone. This action is not recommended in the SOI treatment standards; however, Indiana Limestone has been identified as a prominent building material in the University Courts Historic District. Unless the petitioner can make a compelling case for replacing brick with limestone, staff recommends denial of work request 4 because the building's façade would be noticeably altered.

**APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS**

Case Number: COA 18-75

Date Filed: 10/4/18

Scheduled for Hearing: 10/25/18

Address of Historic Property: 719 E 7TH ST, BLOOMINGTON IN

Petitioner's Name: ECMIU Bishop's Committee

Petitioner's Address: C/O Horn Properties, POB 7676, 47407

Phone Number/e-mail: (812) 339-4676 / doughorn@hpiu.com

Owner's Name: The Episcopal Diocese of Indianapolis

Owner's Address: Episcopal Campus Ministry IU, POB 127, 47402

Phone Number/e-mail: (812) 334-7671, lijohnso@indiana.edu

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 no later than seven 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. 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. South 81' of Lot Five, 2nd Court, University Courts Addition

2. A description of the nature of the proposed modifications or new construction:
 - a. Reset/re-grout compromised masonry veneer (brick/limestone)
 - b. Replace existing roofing surfaces
 - c. Repair/rebuild existing surface mount trough gutter/ornamental soffit structure
 - d. Replace compromised 6 course brick veneer water barrier between gutter structure and roof edge with design/function sensitive smooth face limestone veneer

3. A description of the materials used. ⁸
Please see attached materials list.

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.

EXTERIOR RENOVATION AND ROOFING REPAIRS TO THE:

CANTERBURY HOUSE FOR THE EPISCOPAL CAMPUS MINISTRY

719 EAST 7th STREET
BLOOMINGTON, INDIANA 47408

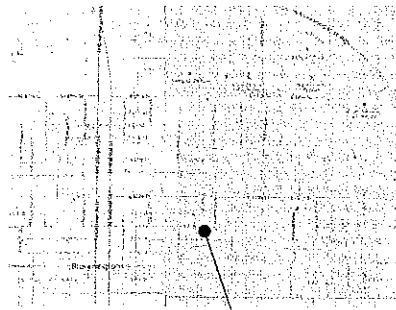
DRAWING INDEX

GENERAL

GC001 GENERAL PLAN INFORMATION

ARCHITECTURAL

AD001 ARCHITECTURAL SYMBOLS & REFERENCES
AE101 ARCHITECTURAL SITE PLAN
AD201 EXISTING DEMOLITION ELEVATIONS
AD202 EXISTING RENOVATION ELEVATIONS
AE111 PROPOSED ROOF PLAN
AE112 PROPOSED ROOF DETAILS
AE113 PROPOSED ROOF DETAILS
AE201 PROPOSED EAST ELEVATION
AE202 PROPOSED SOUTH ELEVATION
AE203 PROPOSED WEST ELEVATION
AE204 PROPOSED NORTH ELEVATION
AE205 PROPOSED PORCH REPAIRS
AE211 PROPOSED SPECIALTY EDGE DETAILS



PROJECT LOCATION

AUGUST 2018
CONSTRUCTION DOCUMENTS

SEAL

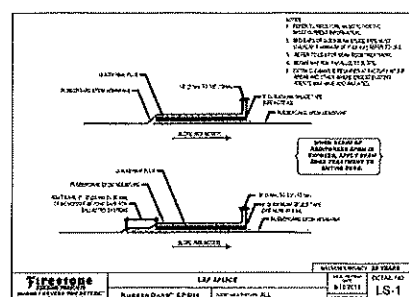
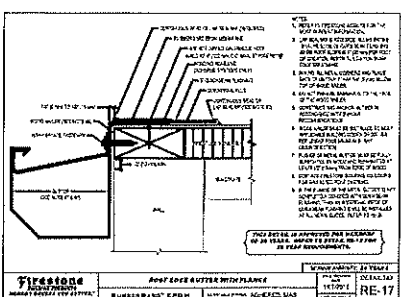
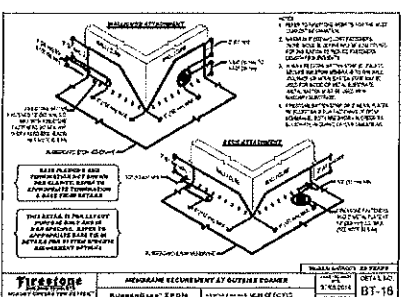
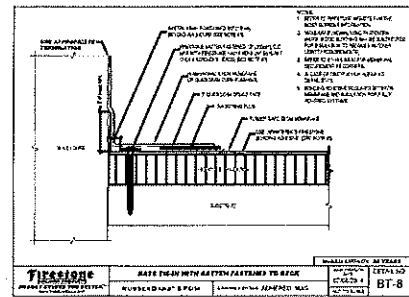
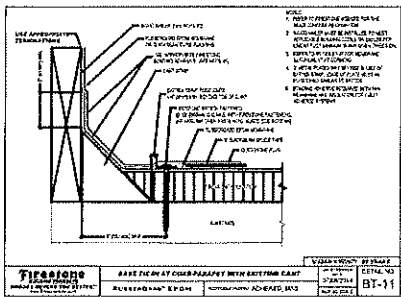
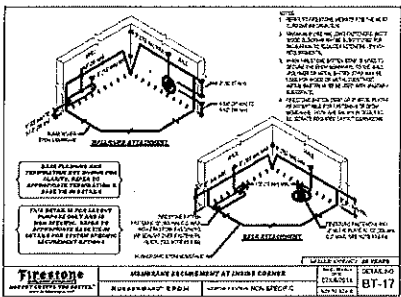
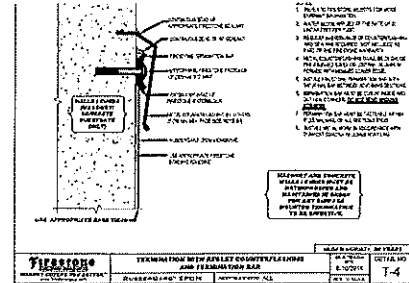


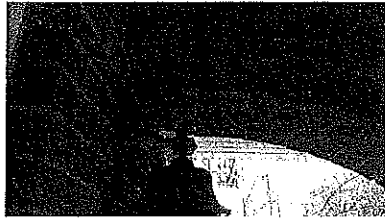
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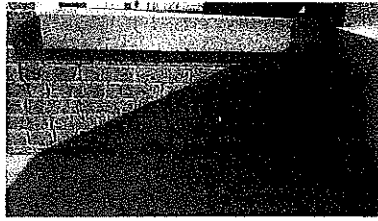
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CANTERBURY HOUSE



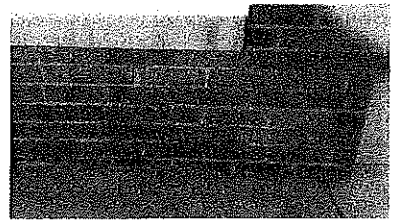




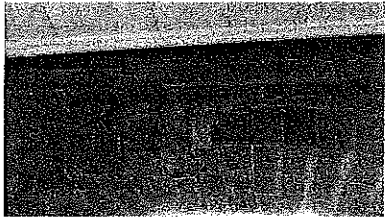
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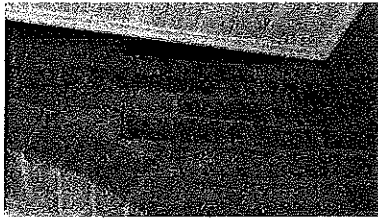
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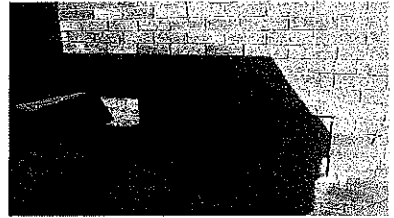
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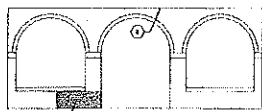
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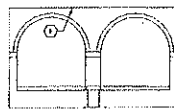
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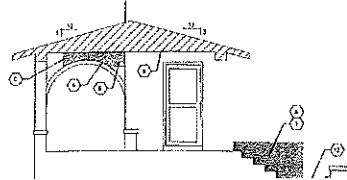
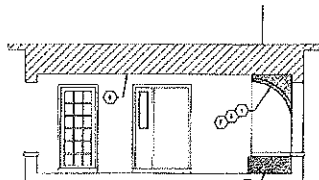
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4 PORCH NORTH ELEVATION
SHEET 12



3 PORCH WEST ELEVATION
SHEET 12



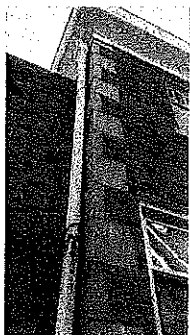
ELEVATION GENERAL NOTES:	
1.	ALL NEW WORK SHALL BE CONSTRUCTION WITHIN EXISTING FOOTING. SHALL TO BE CONSTRUCTION FOR EXISTING WORK.
2.	ALL EXISTING STEEL SHALL BE REINFORCED WITH 2" SPACING SHALL BE 100%.
ELEVATION KEYNOTES:	
1.	AREA OF WALL BELOW 3' FROM TOP FINISH
2.	AREA OF WALL ABOVE 3' FROM TOP FINISH
3.	AREA OF WALL ABOVE 3' FROM TOP FINISH
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TABOR BRUCE
 ARCHITECTURE & DESIGN INC.
1000 W. 10TH STREET, INDIANAPOLIS, IN 46202

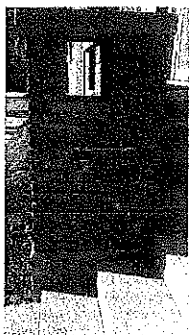
REVISIONS

A EXTERIOR RENOVATION AND ROOFING TO THE
CANTERBURY HOUSE
 719 EAST 7TH STREET
 BLOOMINGTON, INDIANA 47408

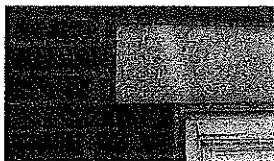
EXTERIOR ELEVATIONS PORCH
 SHEET 12



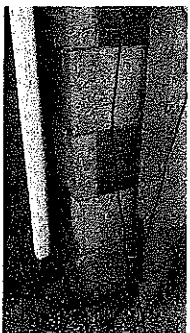
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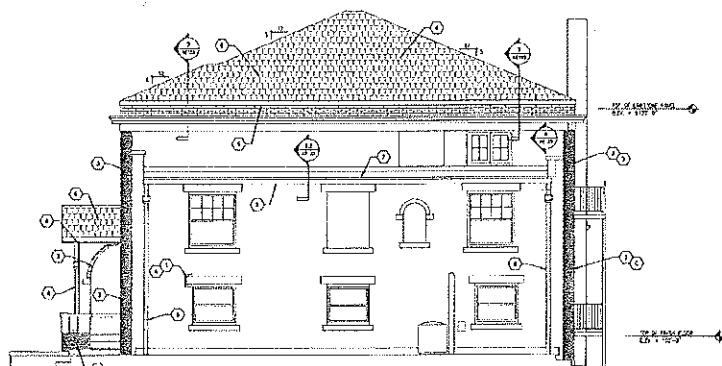
B PICTURE
A12



A PICTURE
A11



C PICTURE
A14




ELEVATION GENERAL NOTES:

1. ALL NEW WORK SHALL MATCH EXISTING WHERE COLOR, FINISH, GRADE TO BE IDENTICAL UNLESS OTHERWISE NOTED.

2. ALL EXISTING MATERIALS SHALL BE REPAIRED OR REPLACED AS NECESSARY.

ELEVATION KEYNOTES:

- 1) AREA OF FINE STONE VENEER TO BE REPLACED
- 2) AREA OF EXISTING STONE VENEER TO BE REPAIRED
- 3) AREA OF EXISTING STONE VENEER TO BE REPLACED
- 4) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 5) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 6) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 7) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 8) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 9) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 10) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 11) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 12) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 13) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS
- 14) NEW 12" HIGH LANTERN FINISH SEE DETAIL SHEETS




TABOR
BRUCE
ARCHITECTURE & DESIGN, INC.
1111 BLOOMINGTON AVENUE
BLOOMINGTON, INDIANA 47403
TEL: 317.340.1111 FAX: 317.340.1112

REVISIONS

NO.	DATE	DESCRIPTION

A EXTERIOR RENOVATION AND ROOFING FOR:
EPISCOPAL DIOCESE OF INDIANAPOLIS
719 EAST 7TH STREET
BLOOMINGTON, INDIANA 47408



PROJECT NO. 1071
DATE 08/20/10
DRAWN BY
CHECKED BY
SCALE

**EXTERIOR
ELEVATIONS
NORTH**

1500



M PICTURE NTA



L PICTURE NTA



K PICTURE NTA



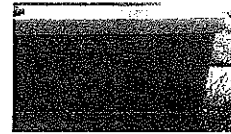
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G PICTURE NTA



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C PICTURE NTA



A PICTURE NTA



ELEVATION GENERAL NOTES:

1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND ALL APPLICABLE LOCAL ORDINANCES.
2. ALL MATERIALS SHALL BE OF THE QUALITY AND TYPE SPECIFIED IN THE CONTRACT DOCUMENTS.
3. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.
4. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND ALL APPLICABLE LOCAL ORDINANCES.
5. ALL MATERIALS SHALL BE OF THE QUALITY AND TYPE SPECIFIED IN THE CONTRACT DOCUMENTS.
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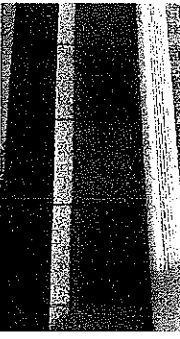
ELEVATION KEYNOTES:

1. AREA OF EXTERIOR WALL TO BE REPAIRED WITH STUCCO.
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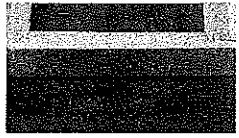
LABOR
BRUCE
ARCHITECTURE & DESIGN, INC.
 1771 S. WALNUT STREET - BLOOMINGTON, IN 47407
 317.346.1111 FAX 317.346.1112 www.laborbruce.com

A EXTERIOR RENOVATION AND ROOFING FOR:
EPISCOPAL DIOCESE OF INDIANAPOLIS
 719 EAST 7TH STREET
 BLOOMINGTON, INDIANA 47408

PREPARED BY: HBT
 DATE: 08/2018
 DRAWN BY: G. BOYLE
 PROJECT: EXTERIOR ELEVATIONS WEST
 SHEET NO: 15000



J PICTURE
N.T.S.



G PICTURE
N.T.S.



E PICTURE
N.T.S.



C PICTURE
N.T.S.



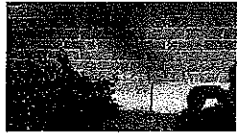
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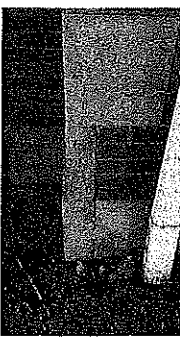
F PICTURE
N.T.S.



D PICTURE
N.T.S.



B PICTURE
N.T.S.



H PICTURE
N.T.S.



ELEVATION GENERAL NOTES:	
1	ALL NEW WORK SHALL BE PERFORMED UNLESS OTHERWISE NOTED TO THE CONTRARY.
2	ALL EXISTING WORK SHALL BE REPAIRED OR REPLACED AS NECESSARY.
ELEVATION KEYNOTES:	
1	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.
2	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.
3	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.
4	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.
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11	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.
12	REPAIR OR REPLACE ALL CRACKING AND DISINTEGRATION.



K PICTURE
NOTE



E PICTURE
NOTE



B PICTURE
NOTE



G PICTURE
NOTE



F PICTURE
NOTE



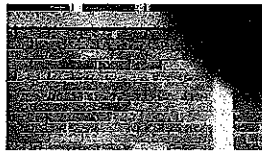
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C PICTURE
NOTE



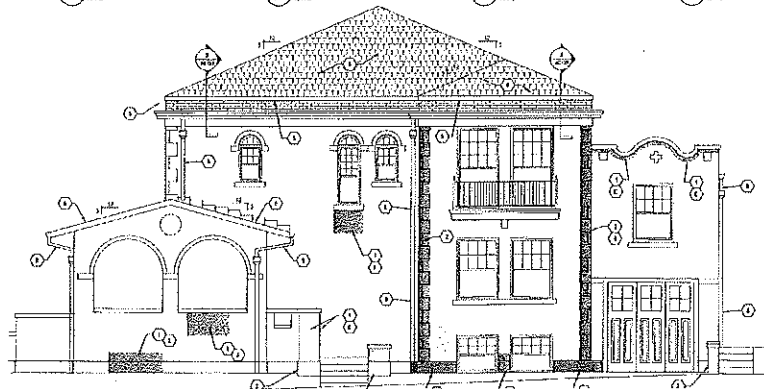
A PICTURE
NOTE



J PICTURE
NOTE



H PICTURE
NOTE



ELEVATION GENERAL NOTES:
 1. ALL NEW WORK SHALL MATCH EXISTING WORK EXCEPT WHERE SHOWN TO THE CONTRARY ON THE DRAWINGS.
 2. ALL EXISTING WORK SHALL BE PROTECTED AND NOT TO BE DAMAGED, FINISHED OR PAINTED.

- ELEVATION KEYNOTES:**
- 1. ROOF OF THIS AREA TO BE REPAIRED WITH SHINGLES
 - 2. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED
 - 3. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED
 - 4. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED
 - 5. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED
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 - 13. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED
 - 14. AREA OF BRICKWORK ABOVE THE PORCH TO BE REPAIRED

TABOR BRUCE ARCHITECTURE & DESIGN INC.
 1000 N. WASHINGTON STREET
 BLOOMINGTON, IN 47408
 TEL: 317.340.1234 FAX: 317.340.1235
 WWW.TABORBRUCE.COM

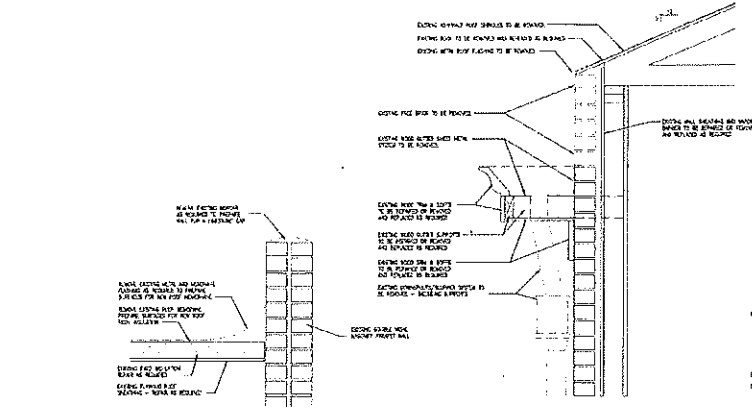
REVISIONS

NO.	DATE	DESCRIPTION

A EXTERIOR RENOVATION AND ROOFING FOR:
EPISCOPAL DIOCESE OF INDIANAPOLIS
 719 EAST 7TH STREET
 BLOOMINGTON, INDIANA 47408

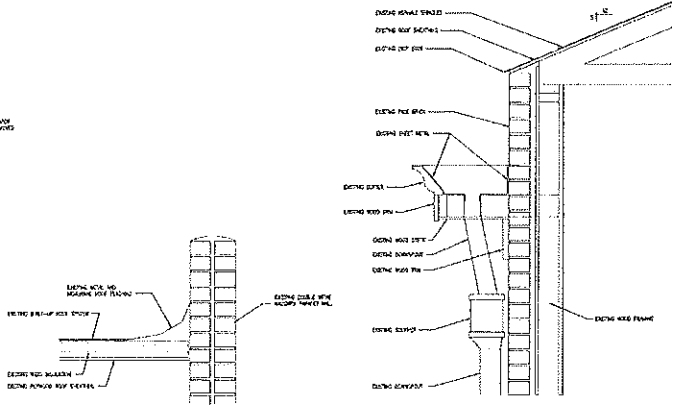
PROPOSED EAST ELEVATION

1500



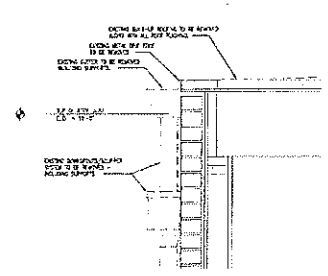
8 ROOF DEMOLITION DETAIL
TYP. 1/2"

7 ROOF DEMOLITION DETAIL
TYP. 1/2"

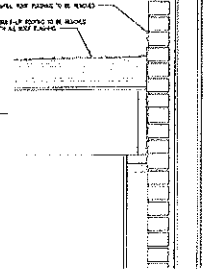


4 EXISTING ROOF DETAIL
TYP. 1/2"

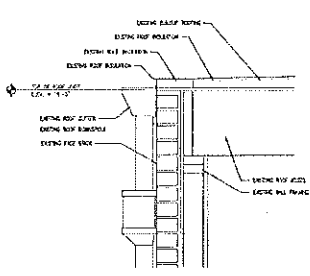
3 EXISTING ROOF DETAIL
TYP. 1/2"



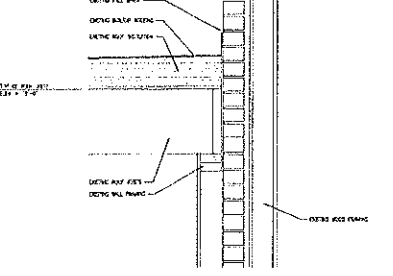
6 ROOF DEMOLITION DETAIL
TYP. 1/2"



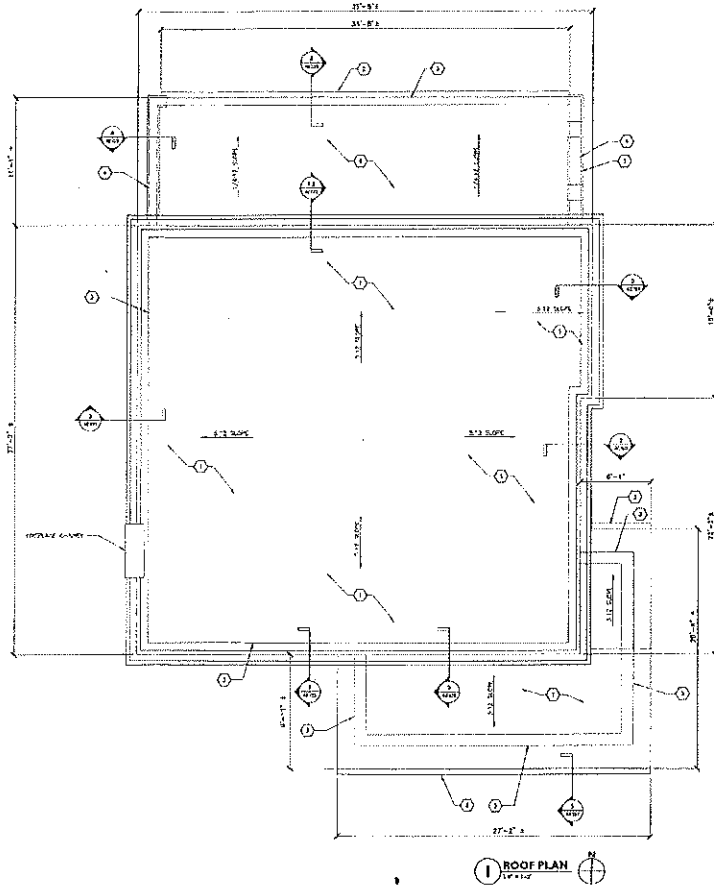
5 ROOF DEMOLITION DETAIL
TYP. 1/2"



2 EXISTING ROOF DETAIL
TYP. 1/2"



1 EXISTING ROOF DETAIL
TYP. 1/2"



ROOF PLAN KEYNOTES:

1. SEE EXTERIOR WALL SECTION FOR DETAILS OF ROOF FLASHING & GUTTER FOR ALL EXTERIOR WALLS. FLASHING SHALL BE 18" WIDE & SHALL BE 1/2" ABOVE FINISH GRADE. GUTTER SHALL BE 18" WIDE & SHALL BE 1/2" ABOVE FINISH GRADE.
2. SEE EXTERIOR WALL SECTION FOR DETAILS OF ROOF FLASHING & GUTTER FOR ALL EXTERIOR WALLS. FLASHING SHALL BE 18" WIDE & SHALL BE 1/2" ABOVE FINISH GRADE. GUTTER SHALL BE 18" WIDE & SHALL BE 1/2" ABOVE FINISH GRADE.
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TYPICAL ROOF ASSEMBLY:

1. 1/2" ASPHALT/FLY ASH SHINGLES LOCATED BY OUR NORMAL PRACTICE FOR SHINGLES.
2. 1/2" ASPHALT/FLY ASH SHINGLES LOCATED BY OUR NORMAL PRACTICE FOR SHINGLES.
3. 1/2" ASPHALT/FLY ASH SHINGLES LOCATED BY OUR NORMAL PRACTICE FOR SHINGLES.
4. 1/2" ASPHALT/FLY ASH SHINGLES LOCATED BY OUR NORMAL PRACTICE FOR SHINGLES.

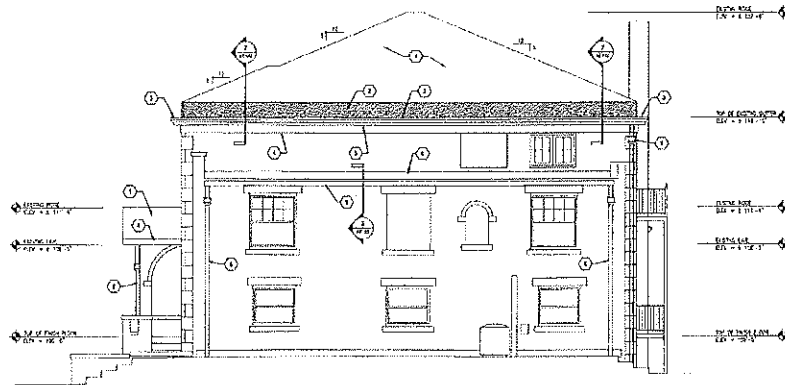
GENERAL ROOF PLAN NOTES:

1. ALL ROOF PLAN NOTES ARE GOVERNED BY THE BEST PRACTICES OF THE TRADE & SHALL BE SUBJECT TO THE LOCAL CODES OF ALL JURISDICTIONS. ALL LOCAL CODES SHALL BE ENFORCED. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.
2. ALL ROOF PLAN NOTES ARE GOVERNED BY THE BEST PRACTICES OF THE TRADE & SHALL BE SUBJECT TO THE LOCAL CODES OF ALL JURISDICTIONS. ALL LOCAL CODES SHALL BE ENFORCED. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.
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1 ROOF PLAN
17'-0" x 17'-0"



2 EXISTING NORTH ELEVATION



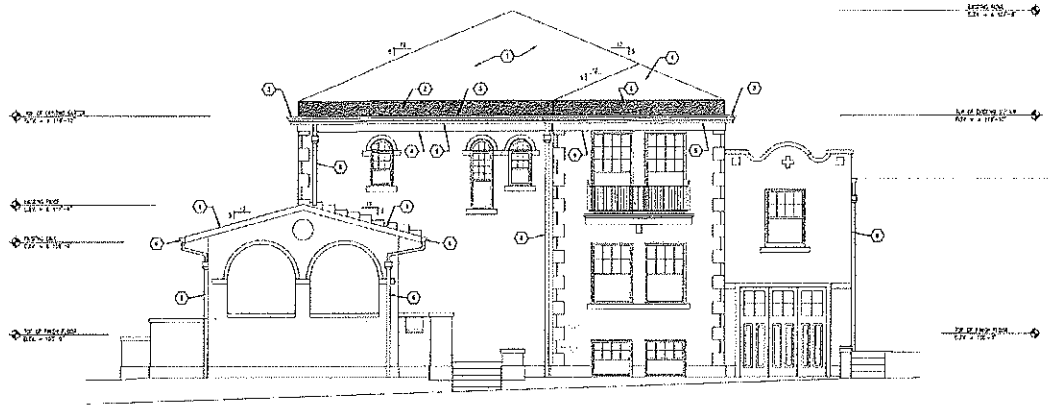
1 EXISTING NORTH ELEVATION

ELEVATION KEYNOTES:	
1	REMOVE AND RELOCATE EXISTING WINDOW SILLING, BRICKING, AND CASING. RELOCATE TO NEW POSITION. REMOVE EXISTING WINDOW SILLING AND CASING. RELOCATE TO NEW POSITION.
2	REMOVE EXISTING WINDOW SILLING AND CASING. RELOCATE TO NEW POSITION. REMOVE EXISTING WINDOW SILLING AND CASING. RELOCATE TO NEW POSITION.
3	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
4	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
5	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
6	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
7	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
8	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
9	REMOVE ALL EXISTING WINDOW SILLING AND CASING.
10	REMOVE ALL EXISTING WINDOW SILLING AND CASING.

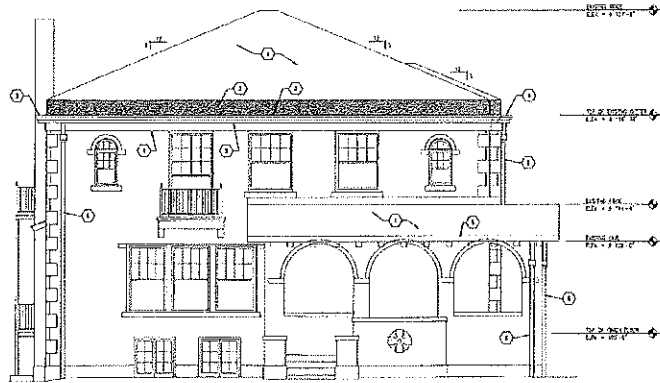
A EXTERIOR RENOVATION AND ROOFING TO THE

EXISTING EXTERIOR ELEVATION





2 EXISTING EAST ELEVATION
1/4" = 1'-0"



1 EXISTING SOUTH ELEVATION
1/4" = 1'-0"

ELEVATION KEYNOTES	
1	REMOVE THE BALCONY OF EXISTING SOUTH ELEVATION UNDERPANELS AND REPAIR EXISTING STONE OR BRICK AND CONCRETE FOOTING. REPAIR AND RECONSTRUCT WALL SECTIONS OF BALCONY AND STAIRS.
2	REMOVE ALL EXISTING MATERIALS IN EXISTING BATHS.
3	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.
4	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.
5	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.
6	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.
7	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.
8	REMOVE AND REPAIR EXISTING MATERIALS IN EXISTING BATHS.

A EXTERIOR RENOVATION AND ROOFING TO THE

EXISTING EXTERIOR ELEVATION

AL



October 4, 2018

Re: 719 E 7th Street HPC COA application

Materials list

Indiana Limestone
Re-use of existing brick where removed
Color matching mortar
Copper flashings
Aluminum flashings
DaVinci synthetic roof shingles

COA: 18-76

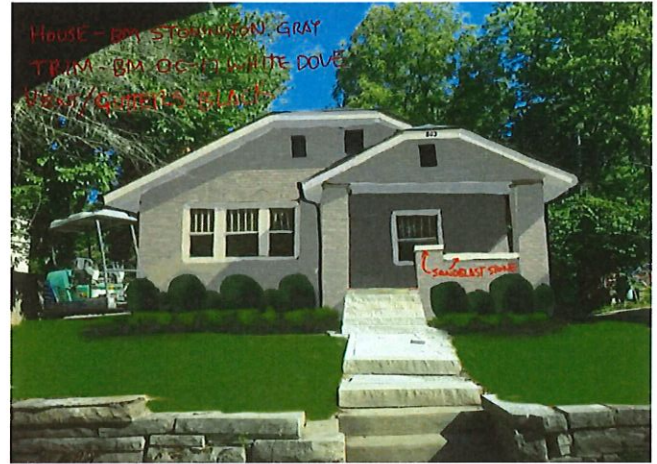
Address: 803 E 1st Street

Petitioner: Shawn Eurton

Parcel #: 53-08-04-112-002.000-009

Property is Contributing

Circa. 1920



Background: Contributing California Bungalow located in the Elm Heights Historic District

Request: 1. Paint the exterior Stonington Grey

Guidelines:

The Secretary of the Interior's Standards for the Treatment of Historic Properties, p. 67

1. It is not recommended to apply paint or other coatings to masonry that has historically been unpainted or uncoated to create a new appearance.

Trust for Architectural Easements: <https://architecturaltrust.org/preservation-by-prevention-paint-and-historic-brick/>

1. Generally speaking, in the United States, historic brick houses that needed paint were built prior to the 1870s before the use of strong, machine-made brick became a more widespread practice.

Elm Heights Design Guidelines, p. 20.

1. It is not appropriate to apply a waterproof coating to, or to paint, exposed masonry or stone.
2. Painting masonry and stone surfaces is not a cost-effective or sustainable practice; it reduces breathability of the material and initiates a frustrating cycle of maintenance involving scraping, sandblasting, sealing, and repainting.

COA: 18-76

Recommendations: Staff recommends denial of COA 18-76. Neither the SOI Standards nor the Elm Heights design guidelines recommend painting masonry surfaces that have been historically unpainted. Furthermore, modern water-proof paint may decrease the brick's breathability which can trap moisture and cause cracking and spalling thus expediting the deterioration of the material.

APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS

Case Number: COA 18-76

Date Filed: 10/08/2018

Scheduled for Hearing: 10/25/2018

Address of Historic Property: ~~806~~ ⁸⁰³ E. 1st Street

Petitioner's Name: Shawn Furton / Urban Dwelling

Petitioner's Address: 4848 S. Walnut Pike

Phone Number/e-mail: 812-339-5296

Owner's Name: ~~Shawn Furton~~ Shawn Furton

Owner's Address: 4848 S. Walnut Pike

Phone Number/e-mail: 812-339-5296 seurton3@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 no later than seven 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. 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. Single Family Parcel #: 58-08-04-112-000.000-009

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

Paint Exterior

3. A description of the materials used.

Benjamin Moore Stonington Grey

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.

HOUSE - BM STONINGTON GRAY
TRIM - BM OC-17 WHITE DOVE
VENT/GUTTERS BLACK



APPLICATION FORM
CERTIFICATE OF APPROPRIATENESS

Case Number: 18-80

Date Filed: 10-17-18

Scheduled for Hearing: 10/25/18

Address of Historic Property: 923 E. University St.

Petitioner's Name: Leonardo Olguin

Petitioner's Address: 1123 S. Edgecombs Ave, Indianapolis, IN 46227

Phone Number/e-mail: 317-289-9659 rsanchez043@gmail.com

Owner's Name: Sandra C. Castro

Owner's Address: 923 E. University St., Bloomington, IN 47401

Phone Number/e-mail: 423-426-4763 sca2587722@aol.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 no later than seven 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. 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.

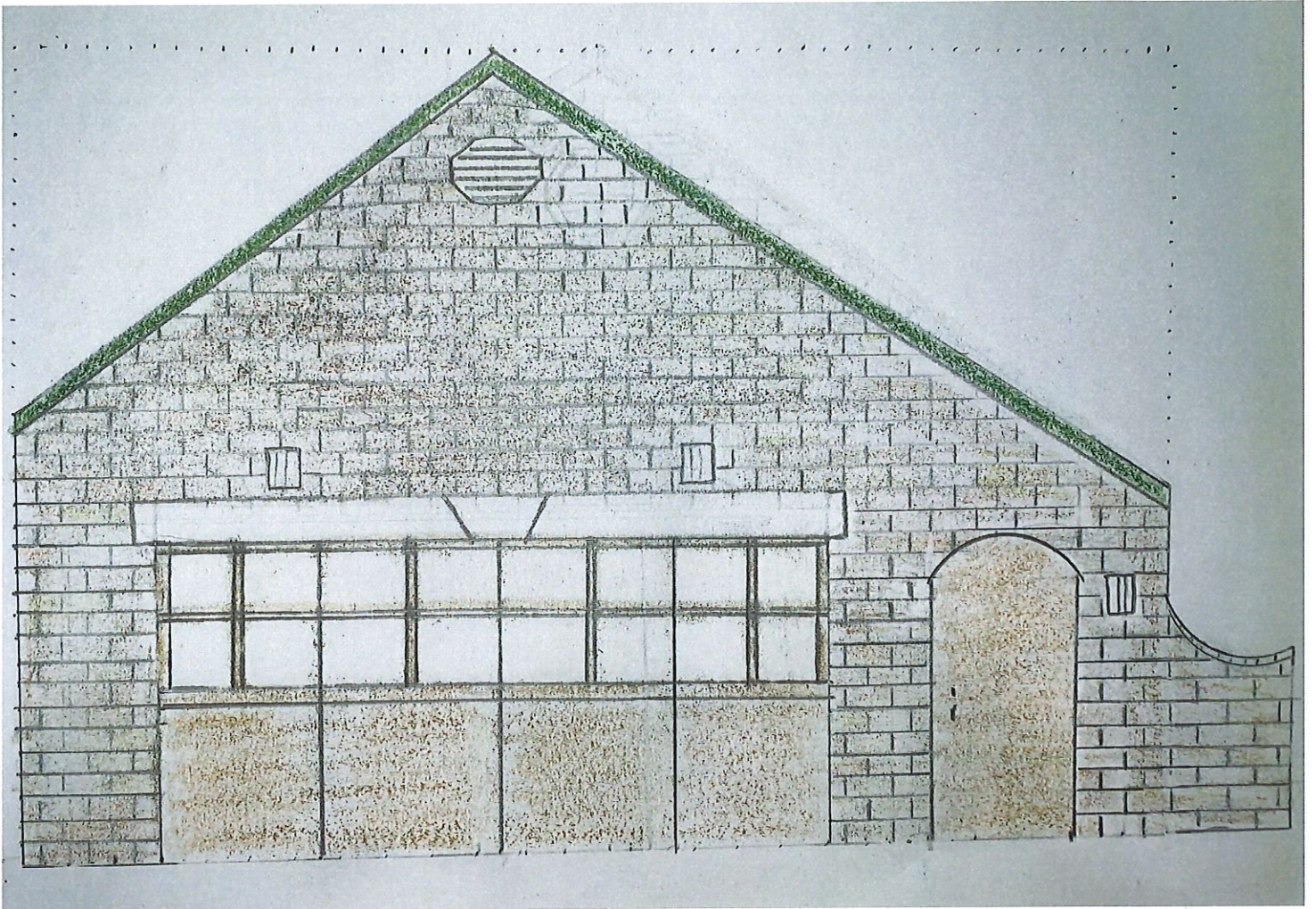
A "Complete Application" consists of the following:

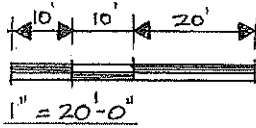
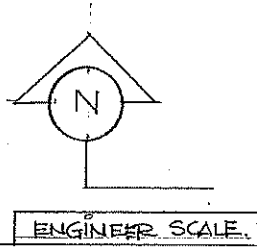
1. A legal description of the lot. _____
2. A description of the nature of the proposed modifications or new construction
TAKE DOWN THE EXISTING GARAGE AND BUILD SIMILAR GARAGE (colors , materials)
WITH BIGGER DIMENSIONS (26f x24f 18f high 2 car garage) THE GARAGE FINISHING WILL
BE EXACT SAME AS THE OLD GARAGE THE CHANGES IS THE SIZE,WE ADD TWO DOORS
(one on The front one on the left side) AND THREE WINDOWS (2 on the side 1 on the back)
THE FRONT FINISHING WILL BE BRICK WITH GREEN TRIM ON GABLES THE BACK AND
THE SIDES WILL BE FINISHING WITH SHED SIDING PAINTING DARK BROWN
THE GUTTER WILL BE SAME COLOR OF THE EXISTING GARAGE (brown)
3. A description of the materials used.

EVERY MATERIAL USED IN THIS PROJECT WAS SELECTED ON BASE ON THE EXISTING
GARAGE BRICK (dark brown) LUMBER FOR FRAMING (1x4 2x4 1x6 2x6 plywood's osb)
CONCRETE FOR FUNDACIÓN AND FLOORING. SHINGLES (Owens Corning duración state
gray) SYNTHETIC FEEL PAPER. ALLUMINUM GATTERS 6" ONE PIECE BROWN. TWO
DOORS THREE WINDOWS AND ONE GARAGE DOOR SHED SIDING PAINTING ON B

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.

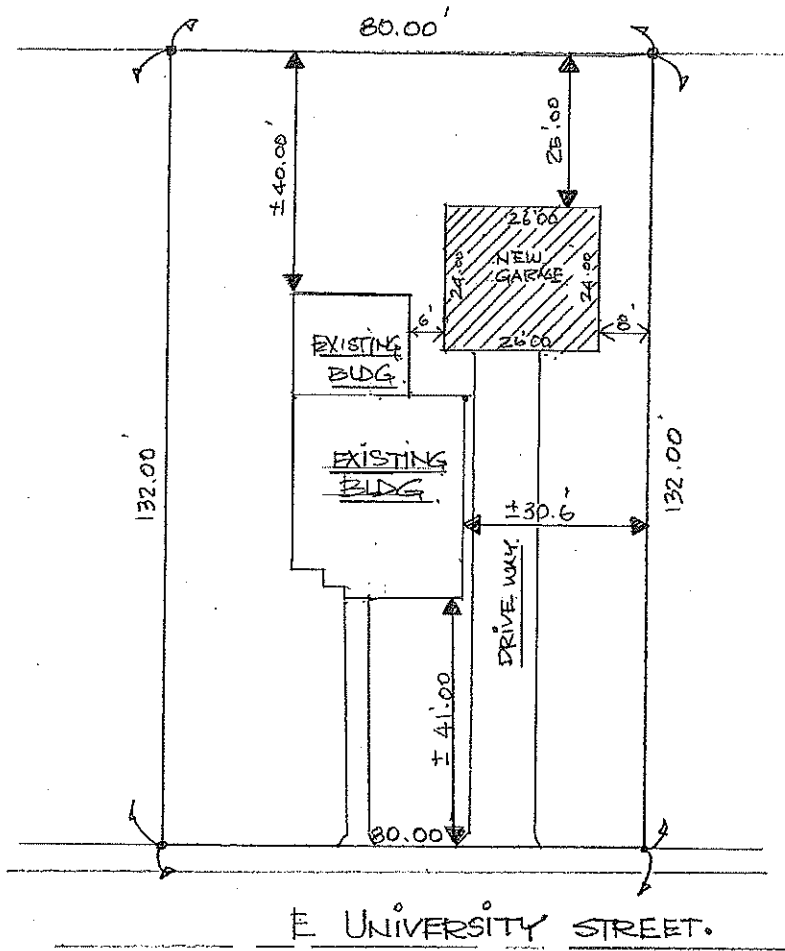
If this application is part of a further submittal to the Board of Zoning Appeals for a Conditional Use or development standard variance, please describe the use proposed and modification to the property which will result.





SITE PLAN LOCATION:
 923 E UNIVERSITY ST.
 BIRMINGHAM, IN.

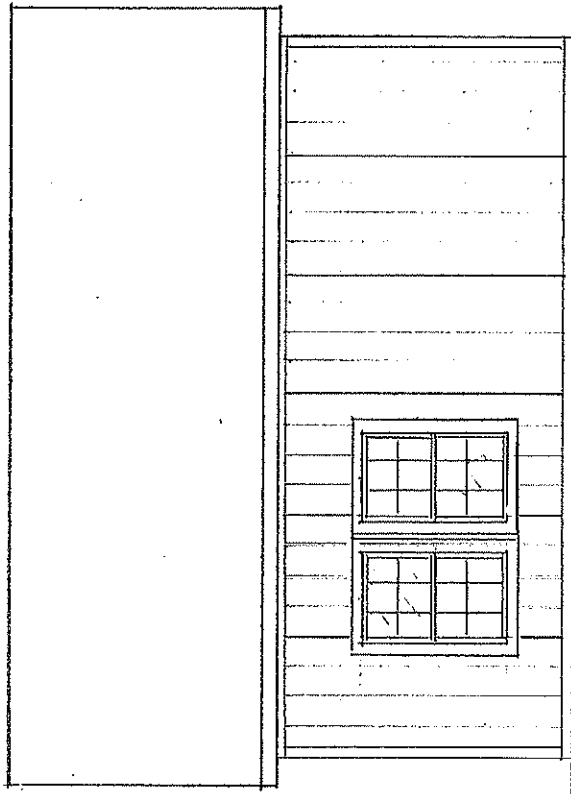
Project - CASTRO-GARAGE + GARAGE
 DEMO
 Address - 923 UNIVERSITY ST E
 Parcel - 51-08-07-100-045,000-009
 App # - 64618 Twp - PR-15



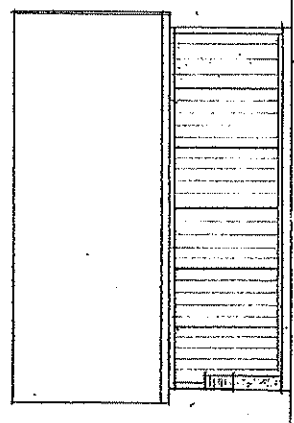
LOCATION 923 E UNIVERSITY ST.
 ELDMINGTON, IN.
 HOESLER G.C./RICARDO SANCHEZ
 SCALE: 1/8" = 1'-0"
 DATE: SEPT-29-2018

M Design
 ARCHITECTURAL DESIGN SOFTWARE
 ARCHITECTURAL DESIGN SOFTWARE

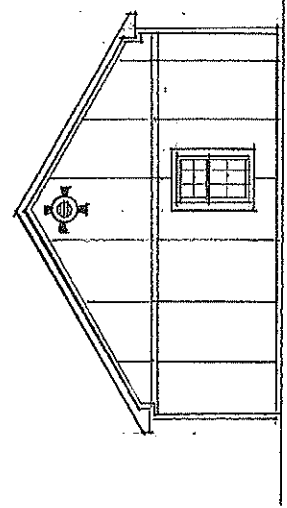
PAGE #:
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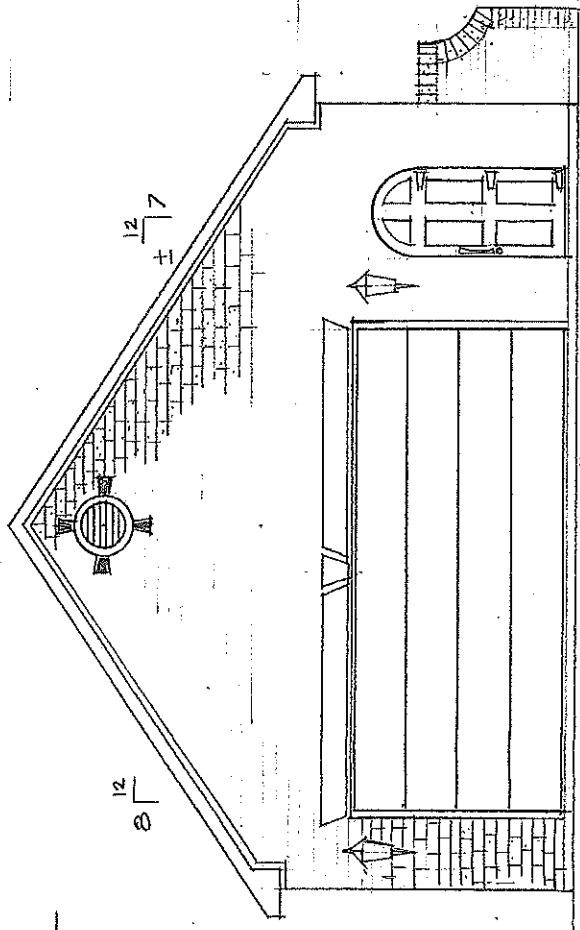
WEST ELEVATION 1/4" = 1'-0"



EAST ELEVATION 1/8" = 1'-0"



NORTH ELEVATION SCALE 1/8" = 1'-0"



SOUTH ELEVATION 1/4" = 1'-0"

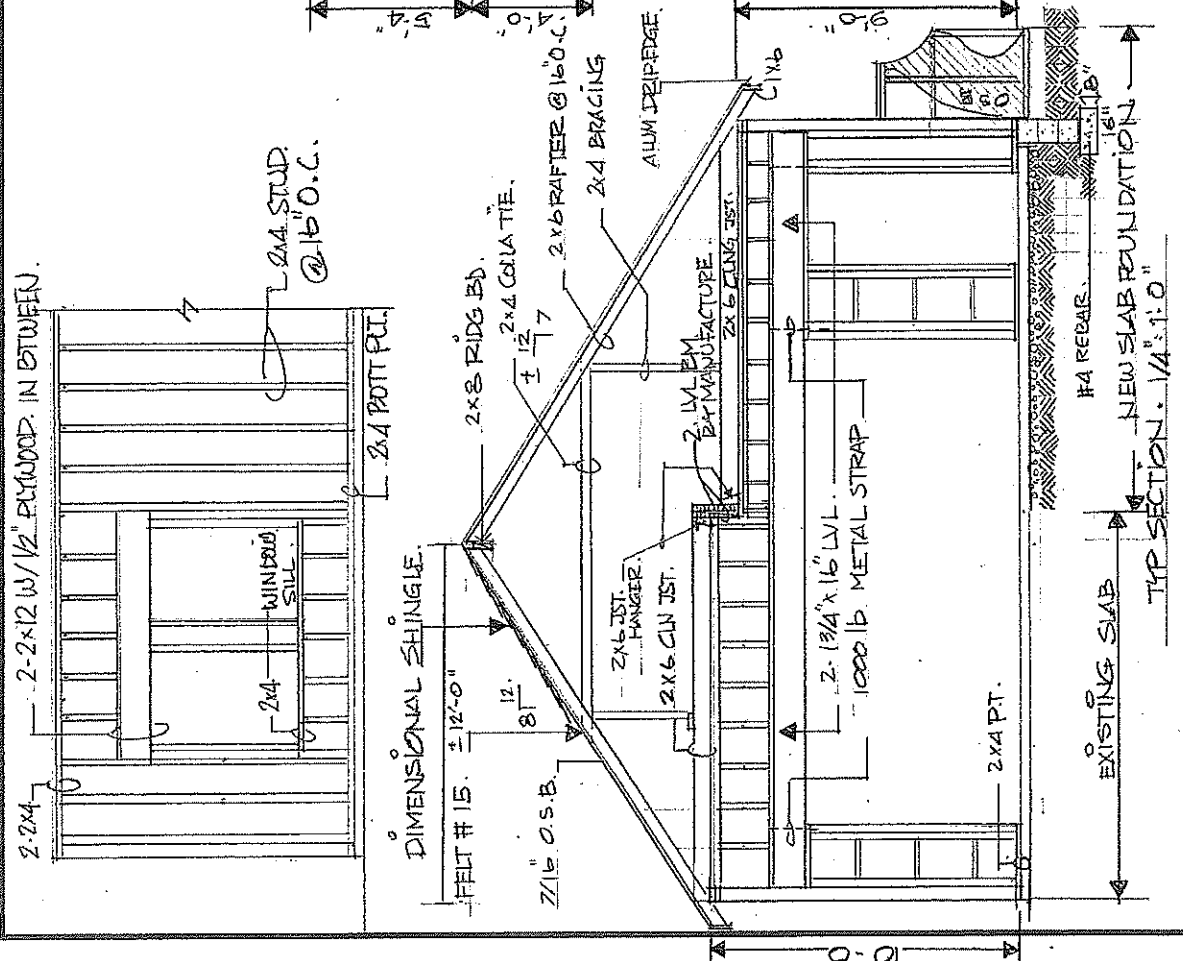
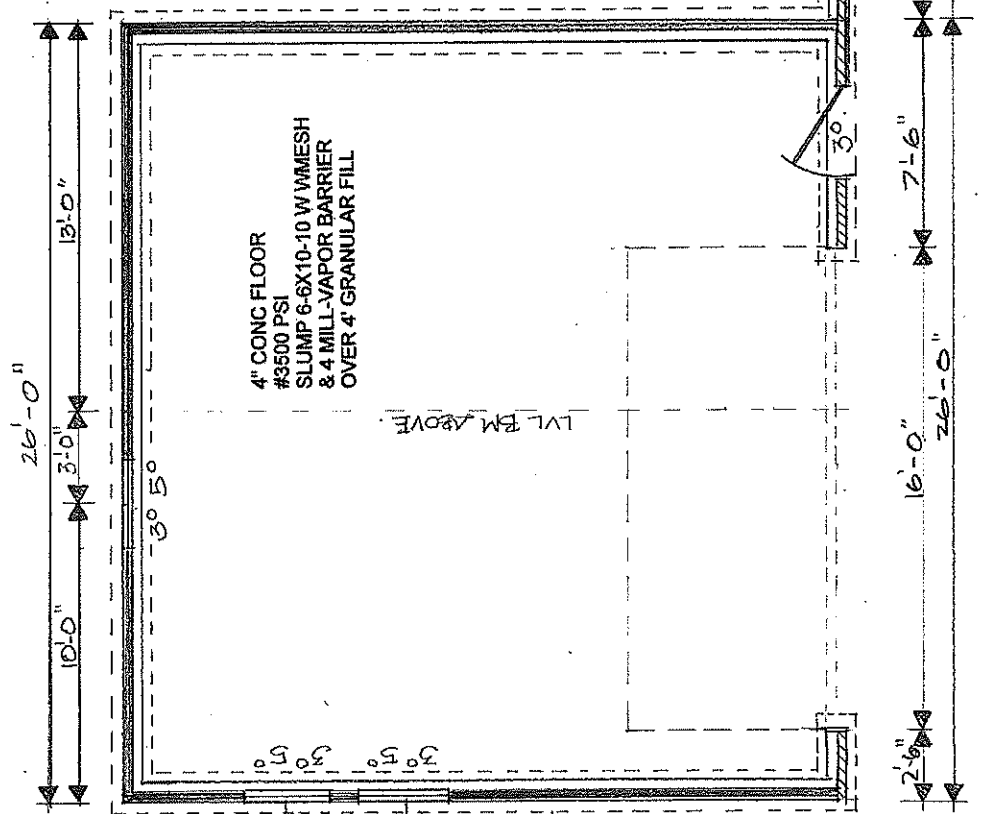
DATE: SEPT -29- 2018
 SCALE: 1/4" = 1'-0"
 HOOSIER G.C. RICHARD W. HOOSIER
 217-289-9659
 223 E UNIVERSITY ST
 BLOOMINGTON, IN

Design
 Engineering
 1100 S. STATE ST.
 BLOOMINGTON, IN 47403
 (317) 326-1100
 www.designinc.com

SOFTPLAN
 ARCHITECTURAL DESIGN SOFTWARE

PAGE #:
A-1

Great care has gone into the creation of these drawings to assure accuracy. However, I (Nap) assume no responsibility for damage or errors in the design. It is recommended that you consult an architect or engineer of your choice, and check with local building officials prior to start of construction.



Demo Delay: 18-38
Commission Decision

Address: 715 S. Fess Ave

Petitioner: Sam DeSollar

Parcel Number: 53-08-04-112-031.000-009

Property is Notable

Circa. 1915



Background: Unaltered Craftsman Bungalow style single family home located in the Elm Heights Neighborhood.

Request:

- remove existing porch walls/windows/doors and sloping floor
- rebuild flat floor with limestone foundation to match
- enclose with wood windows and doors and wood lap siding to match or differentiate to acknowledge addition
- clean up exterior by removing various vents and relocating electrical
- remove solar panels (will be reused elsewhere)
- replace treated steps with limestone stair and stoop
- replace vinyl window in upstairs bath with fiberglass window
- Detached garage: add man door, power outlet and barn lights on 3 sides

Guidelines: According to the demolition delay ordinance, BHPC has 90 days to review the demolition permit application from the time it is forwarded to the Commission for review. The BHPC may thus employ demolition delay for 90 day from the date the application was received and may request an additional 30 days if necessary for further investigation within the first 30 days of the review period. During the demolition delay waiting period, the BHPC must decide whether to apply Local Designation to the property.

Recommendation: Staff recommends releasing demo delay 18-38. The unaltered structure has a high level of integrity which warrants its “notable” status; however, the proposed alterations either improve the integrity or do not diminish the integrity enough to endanger the structure’s “notable” designation.



**Demo Delay: 18-39
Commission Decision**

Address: 314 N. Lincoln

Petitioner: John Langly

Parcel Number: 53-05-33-310-193.000-005

Property is Contributing

Circa. 1920



Background: Slightly altered Colonial Revival style single family home.

Request: Remove existing porch and construct a new porch to be similar to the original in size, height, and style.

Guidelines: According to the demolition delay ordinance, BHPC has 90 days to review the demolition permit application from the time it is forwarded to the Commission for review. The BHPC may thus employ demolition delay for 90 day from the date the application was received and may request an additional 30 days if necessary for further investigation within the first 30 days of the review period. During the demolition delay waiting period, the BHPC must decide whether to apply Local Designation to the property.

Recommendation: Staff recommends releasing demo delay 18-39. The new porch is similar in form, plan, and style as the original, and the structure does not meet historic or architectural criteria for stand alone historic designation.

NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS CODE OF ETHICS FOR COMMISSIONERS AND STAFF

Preamble

Preservation commissions have been established by local governments throughout the United States to promote the preservation and appropriate development of heritage resources in their communities. The National Alliance of Preservation Commissions (NAPC) is the only organization devoted solely to representing the nation's preservation commissions. Its mission is "to build strong local preservation programs through education, advocacy and training." As part of that mission, the NAPC has developed this Code of Ethics to promote and maintain the highest standards of honesty, integrity and professionalism among the commissioners and staff who serve their communities through preservation commissions.

These principles are derived from general societal values and recognized principles of professional responsibility. As societal values compete, so may ethical principles. The need for full public disclosure may compete with the need to respect confidential information, for example. The ethical commissioner or staff member must carefully balance various public and private interests based on facts and context of each situation guided by the commitment to serve the public interest.

Individual commissioners should be knowledgeable, accurate, honest and forth-right in their dealings with other commissioners, local elected officials and staff, applicants and the general public. Although not elected by the public, preservation commissioners are accountable for their actions in the communities they serve.

This Code of Ethics comprises guidelines for ethical conduct organized under three main categories:

Responsibility to the Community
Responsibility to the Profession
Standards of Professional Conduct

Under each category are statements of principle to guide preservation commissioners and staff in choosing ethical courses of action for heritage preservation in their communities. The NAPC endorses this Code as the ethical benchmark to which all its members should aspire. In the absence of professional licensure for preservation commissioners and staff, the adherence to a code of ethics is a matter of personal responsibility. However, preservation commissions may wish to adopt these principles and standards as a guide. Although stated in the plural, each suggested rule also applies to an individual commissioner or staff member.

Responsibility to the Community

The most effective historic preservation takes place locally, and all preservation commissioners and staff should remember that it is their duty, as public servants, to advance the greater good of the community.

1. Commissioners and Staff should be advocates for the community's heritage resources, striving to protect their integrity while recognizing the rights of citizens, individually and collectively, to their beneficial use and enjoyment.
2. Commissioners and Staff should promote public awareness, appreciation, access and support for the preservation of heritage resources.
3. Commissioners and Staff should develop standards and guidelines that are appropriate for the resources and protect the community's unique character, environment and quality of life.
4. Commissioners and Staff should respect the diversity of heritage resources that may hold different meanings for various groups and communities.
5. Commissioners and Staff should respect the public's right to know by providing full, clear and accurate information and observing both the letter and spirit of open meetings and open records law.
6. Commissioners and Staff should provide opportunities for meaningful public participation in the work of the commission.
7. Commissioners and Staff should make timely, fair, informed, and impartial decisions that guarantee citizens' rights to due process and equal protection under the law.
8. Commissioners and Staff should be sensitive to the interrelatedness of their decisions and the long-term implications for the resources and the community.
9. Commissioners and Staff should seek compromises or search for alternatives where necessary to achieve overall preservation goals and provide substantial justice for citizens.
10. Commissioners and Staff should recognize that the historic built environment changes over time and encourage new development that respects the historic character and fabric that preceded it.
11. Commissioners and Staff should continually evaluate and update their plans, ordinances, standards, guidelines and procedures to ensure they meet the community's current and future needs.
12. Commissioners and Staff should always strive to make decisions that are in the best interest of the community.

Responsibility to the Profession

Preservation commissioners and staff are drawn from many disciplines and backgrounds. The common thread that joins them is their interest and commitment to preserve heritage resources in their communities. A multi-disciplinary profession has developed over the years from the historic preservation movement, and commissioners and staff have an obligation to advance the best interests of this profession in the context of their commission work.

1. Commissioners and Staff should be mindful that they are representatives of the greater local, state, and national preservation community and conduct themselves in a way that brings credit to their commission and the profession.

2. Commissioners and Staff should share their knowledge and experience and contribute to the development of other colleagues, particularly newly appointed commissioners, students, and interns.
3. Commissioners and Staff should actively promote heritage preservation and strive to increase the involvement of underrepresented groups.
4. Commissioners and Staff should treat fairly and comment responsibly on the professional views of colleagues and members of other professions.
5. Commissioners and Staff should work collaboratively with related professionals and professional organizations who actions also affect heritage conservations including, but not limited to, planners, code officials, architects, landscape architects, archaeologists, attorneys, realtors, and developers.
6. Commissioners and Staff should treat fairly and comment responsibly on the professional views of colleagues and members of other professions.
7. Commissioners and Staff should render all practicable assistance to other colleagues and organizations in an emergency when heritage resources are at risk.
8. Commissioners and Staff should acquire a depth of knowledge that will enable them to explain to others the role of heritage preservation in a complex, modern world.
9. Commissioners and Staff should recognize that the field of heritage preservation is constantly evolving and actively pursue continuing educational opportunities in order to maintain, refine and enhance their capabilities as practitioners.

Standards of Professional Conduct

As public servants, commissioners and staff are expected to conduct themselves in accordance with the law. These standards set forth both a baseline for such legal conduct as well as aspirational goals for ethical behavior that may require a conscientious effort to attain.

1. Commissioners and Staff should thoroughly understand the legal framework of heritage preservation and consistently operate within the bounds of their authority and responsibility under the law.
2. Commissioners and Staff should treat all citizens fairly, impartially and with respect, and refrain from discrimination or harassment of any kind.
3. Commissioners and Staff should not accept gifts or favors under any circumstances where it might appear that acceptance could influence their judgement.
4. Commissioners and Staff should disclose all personal or financial advantages that might accrue to them, their business interests or family members either directly or indirectly from a recommendation or decision.
5. Preservation Commissioners and Staff who have an actual or apparent conflict of interest in a matter coming before them should recuse themselves entirely from deliberations and decisions.
6. Commissioners and Staff are obligated to utilize their knowledge and experience to make decisions and therefore should abstain from participating and voting only in cases of a *bona fide* conflict of interest.
7. Commissioners and Staff should not disclose confidential information obtained in the course of their duties, except as require by the law, or use confidential information to further a personal interest.
8. Commissioners and Staff should not abuse their office by advancing an agenda that is not in the best interest of the community or heritage preservation.

9. Commissioners and Staff should seek the advice of colleagues or other professionals on matters that fall outside their expert knowledge or competence.
10. Commissioners and Staff should be consistent in their actions and recommendations, treating similarly situated properties similarly and providing clear explanations when different treatment is required.
11. Commissioners and Staff should reveal illegal conduct on the part of other commissioners, staff, officials, applicants or their representatives to an appropriate higher authority.
12. Commissioners and Staff should not participate in deliberations or decisions without adequate preparation and knowledge of the matter before them.
13. Commissioners and Staff Should avoid dishonesty, never misrepresenting facts or distorting information to achieve a desired outcome.
14. Commissioners and Staff should recognized the uniqueness of heritage properties, applying preservation theories, methods, and standard appropriate to each particular case.
15. Commissioners and Staff should be sensitive to ethical issues and ensure they are raised, critically analyzed, and addressed by the commission and other appropriate authorities.

This Code of Ethics was developed by members of the NAPC through an interactive process beginning with a series of facilitated sessions held during the July 2006 NAPC FORUM in Baltimore, MD. The resulting set of principles was further developed and refined by members during the following three-month period leading up to the November 2006 annual meeting of NAPC in Pittsburgh, PA. The effort was supported by the Board of Directors and staff of NAPC and coordinated by Professor James L. Reap, an attorney and member of the Board, with the involvement of the Historic Preservation Advocacy and Professional Development class in the Master of Historic Preservation Program at the University of Georgia. The NAPC would like to acknowledge the organizations whose guidelines and materials were relied on in developing this code: the American Institute of Architects (AIA), American Planning Association (APA), American Institute of Certified Planners (AICP),

**Bloomington Historic Preservation Commission (“Commission”)
Rules and Procedures**

Article I: Meetings

- A. The Commission shall meet on the second and fourth Thursday of every month at 5:00 P.M. Meetings shall be in the McCloskey Conference Room of Showers City Hall unless noticed at another location.
- B. Notices of Meetings shall be submitted by the City of Bloomington Housing and Neighborhood Development Department (“HAND”) to the newspaper and posted in the Municipal Building at least 48 hours before each meeting.
- C. Special meetings may be called by the chairperson and shall be called upon request of two voting members of the commission. Three days notice is required.
- D. The agenda shall be set at least six days before each meeting and mailed to members.
- E. A majority of voting members shall constitute a quorum.
- F. All decisions, votes, recommendations, motions and communications of the Commission shall be by roll call. The vote of each member of the Commission shall be entered in the records of the Commission and shall appear in the minutes.
- G. No member of the Commission shall participate in the decision of the Commission involving any matter in which that person is directly or indirectly financially interested, other than the preparation of a Master Plan. In the event that any member disqualifies himself or that any member’s eligibility is challenged by members of the public such fact shall be entered on the records of the Commission and shall appear in the minutes
- H. As soon as possible, a summary of the minutes of the proceedings shall be made available to each member of the Commission. The minutes shall include a record of the Commission members and visitors present.
- I. All minutes or tape recordings of the proceedings and exhibits submitted by petitioners, remonstrators and staff shall be public records and shall be filed in the HAND office. The materials shall be part of the case and all such materials shall be held by the HAND office for a period of at least two years.
- J. The final disposition of any request, petition or resolution shall be in terms of a motion to grant, deny, or continue by the Commission. Additionally, the members of the Commission may attach such conditions to a motion as are deemed necessary to promote the purposes of Title 8 of the City of Bloomington Municipal Code.
- K. No petition or request will be heard unless the petitioner or his/her authorized representative is present at the time their case is called to be heard. The petition will be moved to the end of the agenda if a petitioner has not appeared in time for the hearing. If the petitioner does not appear, the case will be continued to the next noticed meeting. A petitioner who is unable to attend the hearing on his or her petition may request that the Staff Liaison present the petition to the Commission. Petitioner shall be clearly told that Staff will

merely present but not advocate for the petition and that petitioner will have thereby waived any real or perceived conflict. For purposes of these Rules and Procedures, no Demolition Delay case will be considered a petition, however members of the Commission may decide to delay the discussion until enough information is presented

- L. Upon resignation of a Commission member, the Mayor within 90 days shall appoint, a new member for the remainder of the resigning member's term.

Article II: Officers

- A. Annually at its first meeting of the year, the Commission shall select by majority vote of its members a Chair and Vice-Chair, who shall each serve for one year and who may be reelected to second one-year terms.
- B. The Chair shall preside over Commission meetings and on behalf of the Commission has the authority to take action on behalf of the Commission as authorized herein, and shall exercise general supervision over the administration of affairs, including entering into contracts and agreements, the appointment of subcommittees and representatives, the determination of points of order and procedure, and the signing of all official documents. The Vice-Chair shall have authority to act as Chair of the Commission during the absence or disability of the Chair. In the case of the resignation or death of the Chair, the Vice-Chair shall succeed to the Office of Chair until a new Chair is selected from the membership at the next duly noticed general meeting.
- C. The Vice Chair, with the assistance of HAND staff, shall be responsible for supervising the keeping of an accurate and complete record of all Commission proceedings, including keeping of records and minutes, the custody and preservation of all papers and document of the Commission, the maintenance of a current roster and qualifications of members, and the authority to certify all official acts on behalf of the Commission
- D. The City's Director of Planning or his designee shall appear at meetings and assist the Commission by presenting factual opinion on significant issues.

Article III: Filing and Processing of Petitions:

- A. Petitions for Historic Designation or Certificates of Appropriateness shall be made by the petitioner at least ten (10) days prior to a Commission Meeting on forms approved by the Commission which are available on request in the Office of Housing and Neighborhood Development.
- B. Notices shall be posted no later than six (6) days before the Historic Preservation Commission hearing for designation of a property. For regular meetings the 48 hour public notice requirement shall be honored.
- C. A petition may be withdrawn at any time by the petitioner.

Article IV: Certificates of Appropriateness

- A. The Commission shall consider and may make final disposition of said petition at any properly scheduled meeting, but in no case more than thirty days after the acceptance of the complete application as certified by the Vice-Chair. However, the HAND staff may notify the petitioner that the petitioner may choose to attend a preliminary hearing to advise the Commission of the merits of the submittal in anticipation of the formal hearing and disposition of the request.
1. An application for Certificate of Appropriateness shall be subject to the following requirements:
 - a. No fee shall be charged for the application.
 - b. The application shall be accompanied by appropriate sketches, photographs, descriptions, and other information which the Commission finds necessary for its decision.
 - c. The Commission must state findings in report form addressing the criteria in Title 8. The Commission may attach conditions to the approval.
 - d. A Certificate of Appropriateness shall be issued by the Commission, if approved by the Commission, or if the petition is not acted upon by the Commission within thirty (30) days after it is filed.
 - e. The Commission may grant an extension of the thirty days' limit if the applicant agrees with the extension.
 - f. Expiration of a Certificate of Appropriateness: The Certificate of Appropriateness shall expire two years after issuance, unless at the time the Certificate is approved, the Commission approves an extension upon the request of the petitioner.
 - g. Right to Commission Review: In any case where an applicant does not receive a Certificate of Appropriateness or otherwise feels aggrieved by an action of the HAND staff, the applicant shall have the right to a review by the Commission. If an applicant feels aggrieved by an action of the Commission, the applicant shall have the right to a review by the Commission but only upon submission of new information.
- B. The Vice-Chair with the assistance of HAND staff shall be responsible for completion of the Commission report and creation of the Certificate of Appropriateness. A copy of the Certificate of Appropriateness shall be submitted to the petitioner. The original shall be kept with case records in the HAND Office.
- C. The Vice-Chair with the assistance of HAND staff shall also be responsible for notifying the petitioner of the Commission's decision.
- D. A Certificate of Appropriateness is not required for the following activities:
 1. Routine maintenance as defined in Title 8: Work which would not require a building permit and any change that is not construction, removal, or alteration.

2. The installation of a single wall mounted mailbox near the main entrance on the front of the structure.
3. The removal of an inappropriate fence type: chain link, board and batten, basket weave, split rail or stockade.
4. Repair or replacement of existing sidewalks, driveways, and steps with the same materials.
5. Roof repair where the surface matches existing roof materials, including both flat and shingled surfaces.
6. Replacement or installation of mechanical equipment, skylights, or vents on a flat roof provided the new element is not visible from the public way.
7. Ground installation of central air conditioning equipment provided that it is screened and not visible from the public way.

E. Staff may approve or deny Certificates of Appropriateness for certain minor requests by property owners as set forth below. Certificates approved at the staff level, along with staff's findings of fact, shall be listed on the agenda for the next monthly meeting of the Commission.

1. Staff has approval authority regarding changes to:
 - a. pavement or exterior mechanicals or reception devices
 - b. trees (removal)
 - c. fencing
 - d. sidewalks
 - e. paving materials
 - f. patios or decks
 - g. placement of temporary or removable structures such as sheds or playground equipment
 - h. paint color
 - i. changes authorized for staff level approval by Design Guidelines approved by the Commission
2. Staff shall not be authorized to grant or deny Certificates of Appropriateness for the following activities within a historic or conservation district:
 - a. demolition of a building, structure, or site
 - b. moving of a building or structure
 - c. construction of an addition to a building or structure
 - d. construction of a new building or structure
3. An owner or any interested party aggrieved by a staff level decision may appeal the staff decision to the Commission.
 - a. Such appeal shall be filed with HAND within five days of the staff level decision being rendered.

- b. The filing shall specify the grounds for the appeal.
 - c. The appeal shall be filed on the form established by the Commission.
- 4. At the request of staff, an application for staff level approval may be forwarded to the full Commission at the next regularly scheduled meeting for full Commission review and consideration. In no case shall the time for approval of a completed application exceed 30 days.
 - 5. Staff shall consist of and be limited to those persons employed by the City's HAND whose job description includes the requirement that he or she assist the Commission.

Article V: Historic Designation

- A. The Commission may initiate or accept by petition of owners in fee simple, a request for designation of an Historic District or Conservation District.
 - 1. The Commission shall prepare a map based upon a survey conducted or adopted by the Commission which documents historic properties within the corporate limits of the City of Bloomington.
 - 2. The Commission may divide the district into secondary and primary areas.
 - 3. The Commission shall classify all buildings and structures within the districts as Outstanding, Notable, Contributing or Non-contributing.
 - 4. A report shall accompany all petitions to the Common Council for designation citing cause for accepting the district under the criteria in Title 8 of the Municipal Code.
- B. After three years, the status of a Conservation District will be reviewed by the Commission. Property owners will be notified 185 days before the 3rd anniversary of designation as a conservation district and asked to vote on whether to remain a conservation district or be elevated to a historic district. Unless 51% of the owners object in writing to the Commission, the Conservation District will be elevated to historic district status. Otherwise it will remain a conservation district. All owners shall have one vote, regardless of how many parcels or units they own in the district.
- C. A public hearing shall be held by the Commission to allow for public comment. Such public comment may be held separately or in conjunction with the Commission meeting where the action on the district is to occur. Other meetings involving the residents and owners, and Common Council members may be held to educate and publicize the proposed district.
- D. The Vice-Chair with the assistance of HAND staff shall be responsible for forwarding the findings of the Commission to the Common Council for final vote.
- E. The Commission recommends that design guidelines be adopted for a district, whether at the time of the designation or at a later time.

- F. The Commission may declare that a proposed district be placed under interim protection until action of the Common Council.
 - 1. After declaring interim protection, staff shall notify the owner(s) by certified mail, to be postmarked no later than two days after the hearing at which the action was taken.
 - 2. The written notice shall include the appropriate ordinance citation, a description of the restrictions that apply to the property or properties, and advise the owner(s) that the restrictions are temporary until the action of the Common Council.
 - 3. An owner may apply for a Certificate of Appropriateness during interim protection but it will be invalid unless and until the district is approved by the Common Council. The Commission and owner(s) may use this process to come to an agreement on proposals for a building's future use and disposition.

Article VI: Committees

- A. A Historic District Committee comprised of three voting members shall be appointed by the Chair immediately after the first meeting of the year. It shall be the duty of this committee to:
 - 1. Review applications for historic districts submitted by property owners for consistency with guidelines and standards.
 - 2. Prepare criteria and standards on which the Commission bases its actions, and define elements the Commission should consider of particular importance to a specific district being proposed.
 - 3. Present to the Commission proposals for the adoption of new districts and landmarks, based upon special significance or impending threats.
- B. Such other Committees, standing or special, as the Commission from time to time deems necessary to carry on the work of the Commission, may be created and members appointed by the Chair. The Chair and the advisory members of the Commission shall be ex-officio members of such committees.

Article VII: Maintenance

- A. Upon presentation of supporting evidence, the Commission may act upon reports of neglect and/or lack of maintenance that endangers significant architectural details of a property designated pursuant to Title 8 of the BMC.
 - 1. Before any official action by the Commission, staff shall notify the property owner of the Commission's intent, giving a minimum of 21 days' advance notice.
 - 2. The owner or his or her agents may appear to present plans or evidence of upkeep at the next regular meeting of the Commission after such notice is made.
 - 3. After consideration of all the evidence, the Commission may find that a building's condition constitutes a threat to the historic fabric of the area

where the building is located and may move to forward these findings to the City's Legal Department for appropriate legal action.

Article VIII. Procedure for the review of a National Register nomination

A. From time to time the Commission may receive applications for listing a structure or a district on the National Register of Historic Places. Within five days of receiving an application, staff must email the Indiana Division of Historic Preservation and Archaeology to notify them that an application has been received. After reviewing the completeness of the application according to the U.S. Department of the Interior's Bulletin #15, the Commission will duly notice a public hearing. Staff will draft a report applying the National Park Service criteria for evaluating whether to place a structure or district on the National Register. The public hearing will be noticed according to the following procedure, as fits the circumstances:

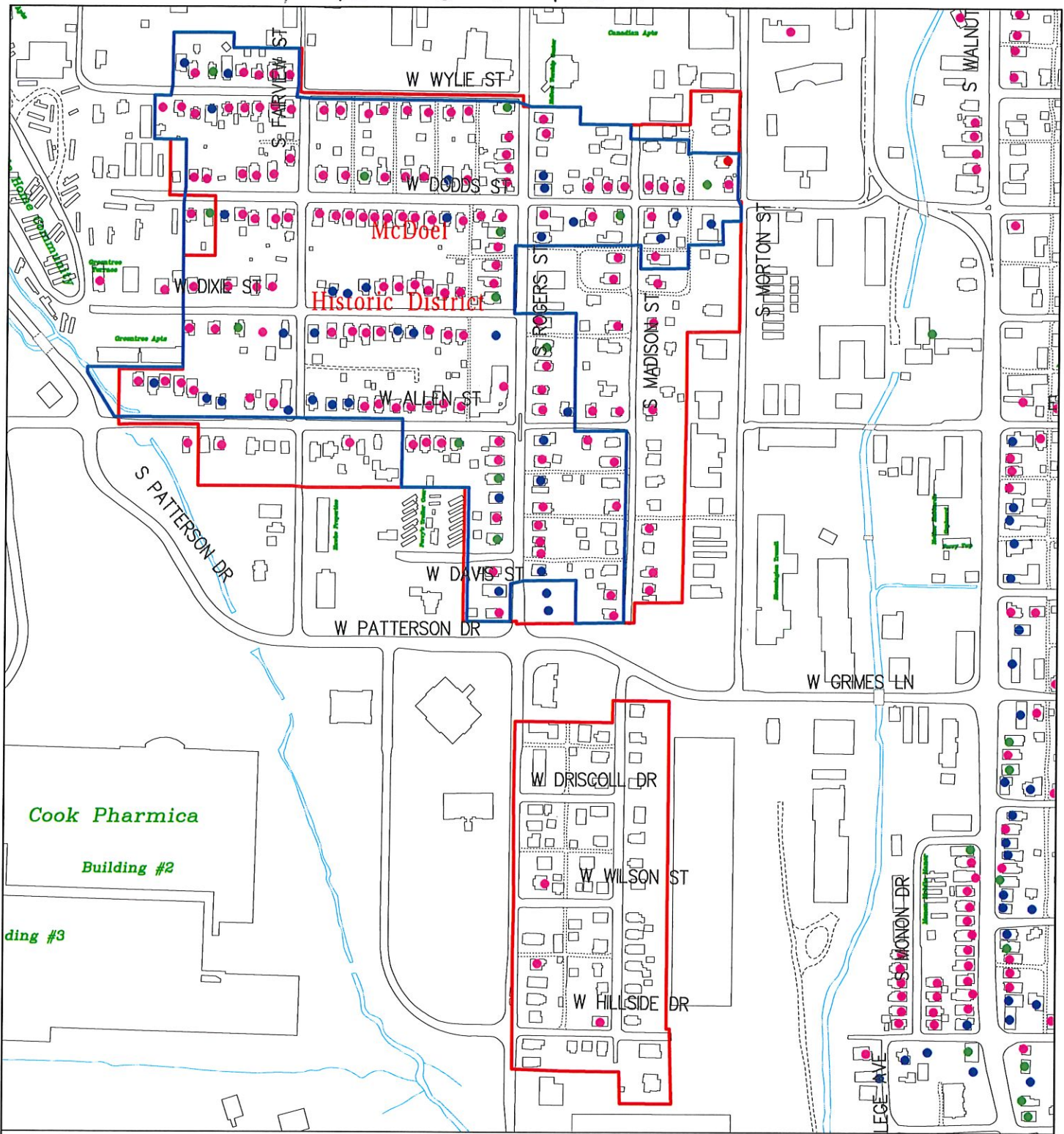
1. Letter announcing the nomination sent to the owner of an individual property not located in a historic district
2. Letter announcing the nomination sent to the owner(s) of property located in a historic district.
3. Letter announcing the nomination to the local authority (Mayor)
4. Letter announcing the nomination to the County Commissioners,
5. Legal Notice placed in the paper (if under 50 property owner)

B. At an appropriately noticed public meeting (notice shall be not less than 30 days before the local hearing and not more than 75 days before the State Review Board Hearing) a determination will be made as to whether the structure or district meets the criteria for inclusion. The Commission's findings and the report will be forwarded to the State Review Board for their consideration. Following the notification by the Keeper of the National Register that a property has been listed, the following notices will be made:

The listing will be noticed according to the following procedure:

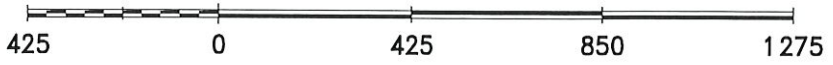
1. Letter of notification to all owners whose property is affected of the inclusion on the list.
2. Legal notice placed in local newspaper to announce the listing (if it contains more than 50 properties or letter #6 must be sent to each owner (if it contains fewer than 50 property owners).

Mc Doel Historic District



- = Local boundaries
- = National Register boundaries
- = Non-contributing
- = Contributing
- = Notable
- = outstanding

By: stierm
18 Oct 18



City of Bloomington
ITS



Scale: 1" = 425'

For reference only; map information NOT warranted.