University Courts Historic District Design Guidelines

University Courts Historic District is Bloomington's earliest urbanized neighborhood, planned with a mix of single family residences, side by side duplexes, flats and apartments. It is distinguished by professionally designed architecture, high quality materials, and linked by brick thoroughfares and masonry embankment walls.

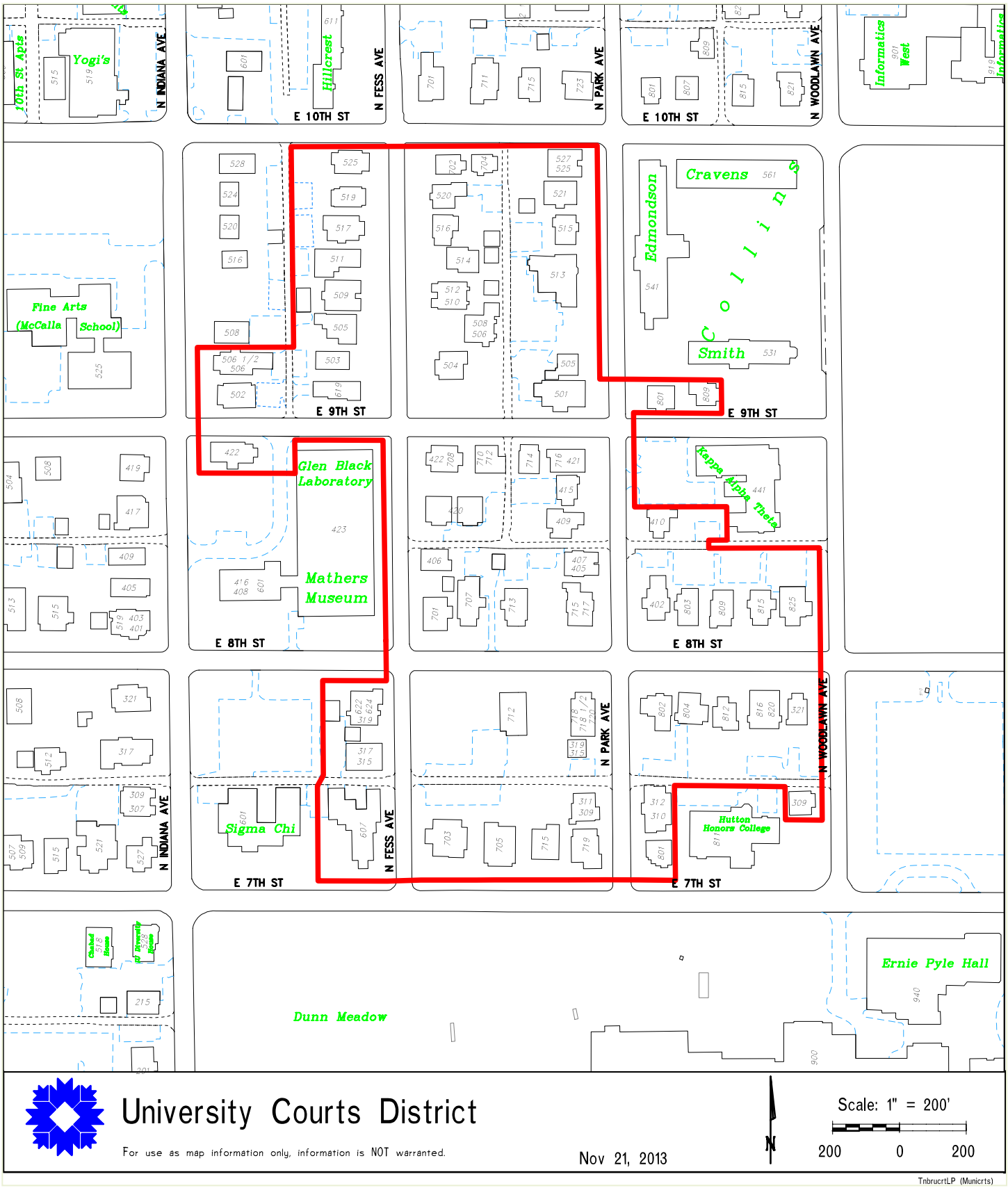
These guides to the maintenance and modification of historic buildings outline flexible goals that include preservation and protection of our neighborhood's diverse architectural significance and retention of its historical integrity and fabric. To encourage a balanced approach, the district adopts a set of flexible guidelines that focuses on the conservation of green spaces, the ability to age gracefully in place, and ecologically sound energy practices including alternative energy sources, as well as to cultivate a working relationship with the city and university. Our neighborhood acknowledges its role as a point of convergence between university and town. To enhance its vitality, neighbors support reversions of single family homes from multi unit to lesser intensity and duplexes to single family if the facades remain intact. Ultimately, fostering the stability and enhancement of University Courts will enrich the collegiate atmosphere as well

The University Courts Subcommittee
Sandi Cole, Robert Milroy, Jerry Stasny, Doug Horn
Photographs

These Design Guidelines are intended to assist property owners in making informed decisions about their historic properties. The underlying goal is to preserve the elements of the district that create its historic atmosphere but also to acknowledge the advantages of reuse, renovation, and repair.
Much of the material gathered here originated during the Elm Height Design Guidelines discussion of 2012. Elm Heights shares certain similarities of style and era of construction. This document is very indebted to that effort.

Contents

1.3 Map of University Courts Historic District



1.4 History of University Courts

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The history of University Courts is linked to the growth of Indiana University after the first decades of the twentieth century. The four original subdivisions in University Courts Historic District were platted between 1910 and 1913 on land that formerly belonged to attorney and farmer Moses Dunn. The Dunn farmstead and acreage stood just east of the present neighborhood on the site of the Indiana University HPER building (the former Men's Gym). In 1883, after the fire at Seminary Square, the university began to construct a new campus on the Dunn farm. This immediately enhanced the real estate potential of all the adjacent land. The development at University Courts sought to capitalize on the proximity of what is now called the "Old Crescent." The original developers were Elvet and Cora Rhodes and the German American Trust Co. In 1913, the remainder of the land was sold to Thomas and Nettie Sare. Only the first three subdivisions are part of University Courts. The fourth subdivison, located to the east, is now a part of the Indiana University campus.

The comfortable, gracious homes in "The Courts" were built by developers, limestone men, and others whose fortunes were made in business and industry. Many were the homes of distinguished members of Indiana University's academic community. The houses were constructed predominantly out of brick and limestone in the popular period revival styles of the day. Georgian, Spanish Colonial and Mission styles dominated in the 1920s and Colonial Revival in the 1930s. The influence of the Arts and Crafts movement is also evident throughout the district. The builders spared no expense in construction, selecting the very best materials and including every "modern convenience." Slate and tile roofs were common. Some of the first detached automobile garages were built and carefully styled to match the residences. No fewer than 13 buildings were designed by noted Bloomington architect John L. Nichols, sometimes working with his son or brother. The district is characterized by a relatively high number of architect designed structures, reflecting both the affluence of its owners and the relatively greater number of practicing architects in the Bloomington market after 1920. University Courts can boast examples from at least 6 known architectural firms including Alfred Grindle, Edwin Doeppers, Burns & James, Merrit Harrison, Lowe and Bollenbacher, as well as Bloomington's own John L. Nichols. Thomas Sare personally developed 4 houses, all of which were design by Nichols' firm.

The "Courts," in their heyday, were the modern alternative to the grand, but fusty Queen Anne residences on North Washington Street. For the first time auto storage was a consideration. Interior finishes became simpler and easier to clean. Built-ins limited the clutter of the Victorian homes. Migration to "The Courts" included representatives of Bloomington's most prominent families, some to retire to smaller quarters, some to raise families, some to enjoy additonal income. Within the diverse housing in University Courts, most could find a compatible destination.

The Sigma Chi House, erected in 1906, and located just outside the boundaries of the district, is the only structure that predates platting of the area. It was the first building to be constructed by a fraternity for its own use at Indiana University. The current building has been heavily redesigned. Through the years, nine Greek Letter Societies were housed in University Courts. Most were originally built as single-family homes and later adapted as Greek houses. Beginning in the 1960s, a number of residences were also converted for use as offices by Indiana University. Much of the renovation has respected the interior and exterior of these houses and has helped preserve the district's historic character.

In University Courts, single family homes were

interspersed harmoniously with duplexes and small apartment buildings. All retain a comfortable residential scale. Two examples of paired duplexes are located on corner properties. They were developed by families who also resided in the neighborhood. The wealth of architectural styles, rich variety of building materials, retaining walls, and Bloomington's only remaining brick streets create a charming and unique environment, a synthesis of "town and gown."

Besides well known Bloomington names like the

Hoadley's, Johnson's, and Wicks, early residents of "The Courts" include Agnes Wells, Indiana University Dean of Women; William Rawles, Dean of the School of Commerce and Finance; Zora Clevenger, Indiana University Athletic Director; Joseph and Agnes Nurre, of the Nurre Mirror Plate Company; Chester and Ethel Tourner, of the Tourner Coal Company; Tunie Buskirk, widow of prominent Bloomington lawyer and stone man Philip Kearny "P.K." Buskirk; and Kenneth Williams, professor of mathematics and celebrated author of a five volume history of the Civil War, *Lincoln Finds a General;* among many others.

University Courts, a neighborhood originally intended to build on the strengths of its proximity to the University, suffered several damaging demographic changes starting in the 1960s. The area was further endangered by the adoption of the 1944 Master Plan which called for campus expansion in this area. Slowly, the original owners, who were mainly university professors and prominent local businessmen, began to age and sell their long-time homes. Many properties were converted to rentals or departmental annexes for the University The area which once housed distinguished professors, found itself increasingly defenseless in the face of maintenance issues and the clash between student and resident occupants. The struggle to preserve University Courts continued over more than three decades. As early as 1982 correspondence between President Ryan at Indiana University and Sybyl Eakin of the Historic Building and District Study Committee, show that the community was already concerned

with the deteriorating condition of the brick streets in University Courts. In response, a local ordinance was passed to insure appropriate repair of historic brick streets which had been randomly patched with asphalt and cement.

The University Courts Historic District was nominated to the National Register of Historic Places in June of 1992, but was not listed until December of 2007, overcoming much opposition and controversy. The protracted effort to reconsider listing was spearheaded by long-time residents Sandi Cole and Jeannine Butler, who locally designated their own property in 1998 in order to renew public interest in the area. In 2004, the Bloomington Historic Preservation Commission locally designated the brick streets that are so significant to the character and atmosphere of the neighborhood. These are the only surviving streets of their kind within the city limits. Soon after the designation, discussions with Jeannine Butler led to an incremental approach to street repair, initiated by City of Bloomington Department of Public Works. Approximately 100 square feet of repair or $10,000 worth of work are budgeted annually. A substantial repair is anticipated in 2014, funded by a federal grant that was first applied for in 1997. The story of University Courts is one of patience and persistence in the face of adversity. Today the properties are well maintained and a credit to both the University and property owners.

Site Plans in the Traditional Neighborhood

Within its boundaries, University Courts contains more forms of housing (duplexes, apartments) than any other core neighborhood. The builders of University Courts capitalized on the value of living close to the university in different ways than those who preceded them, by offering alternatives to

ownership, opportunities for investment as well as aging in place, and some of the few apartment units built in the early 20th century in Bloomington. The neighborhood is dotted with detached garages designed for the homes. The main streets are crossed with open alleys. It is notable that the building fronts are not in exact alignment but vary slightly, sometimes focusing inward rather than addressing the street. Also, University Courts is one of the few neighborhoods with main entrances that are placed on side elevations, sometimes facing a similar residneces. The group of three houses on 9th and Fess contain five units and are gathered around a central walk.

DUPLEX FORMS
Some side by side units
Some flats (one over one)
DUPLEX SITING
Duplexes occur frequently on half lots
Several are paired on corners

The University Courts District has a diversity of housing forms, styles and sizes within its community. In one block face on Fess, there are duplexes, apartments and single family homes.
3.046 acres 20 bldgs
6.56 buildings per acre
Footprint average 1553 square feet

Half Lots on Corners

Lot Coverage
Single Family

6612 / 1478 sq ft	22%
11,816/4176	35%
Apt 6278/ 2447 sq ft	39%
Duplex 4852/2289 sq. ft.	47%

For the purposes of the following design guidelines, each block face is analyzed for its particular site characteristics, and from that information a range of appropriate lot coverage and placement is determined.

1.5 Design Guidelines Overview

Classification

Following historic preservation laws and ordinances, all homes within a district are classified in one of four categories:

Outstanding - an outstanding resource so significant that it is individually eligible for the National Register of Historic Places.

Notable - a building that, upon further research, may be eligible to be listed in the National Register of Historic Places.

Contributing - a building that meets the basic criterion of being at least 40 years old but is not sufficiently significant to stand on its own.

Non-contributing - a building either too recently built or so severely altered that it is no longer contributing to the historic fabric of the district. Non-contributing properties will be subject to less restrictive review of existing exterior building changes, but additions and setting elements will require review (see the discussion on this page).

It is customary to refer to outstanding, notable, and contributing resources as "contributing" because they all have historic value. The architectural and historic significance of the property is always considered first. Changes to the exterior of an outstanding home will be more strictly examined than those to a non-contributing or contributing home.

Unique Materials

Historic resources illustrate the past and instruct us about the different ways that we have lived as a society. Durable and natural materials like wood, limestone, and slate were the original building materials and have the added advantage of being able to endure much longer than modern petroleum-based replacement products. It is important to prioritize repair and replacement in kind rather than wholesale replacement with inferior materials.

Visibility

The presentation of the house or property to the street, its public interface, is its most important asset. When possible, major changes should be placed on secondary elevations away from a public street, taking care not to damage existing historic materials. Throughout the guidelines, we use the term "visible from the public right-of-way" to highlight this emphasis.This can mean a major street or a public alley, but an alley is considered a secondary and less important view. Corner properties may have more exposure than those within the blockface. Temporary obstructions like fences and landscaping do not remove a property or its features from the review process. This document and the Bloomington Historic Preservation Commission (BHPC) are dedicated to finding the least obtrusive design solution while implementing suggested changes.

New Construction

Additions and new accessory structures should be consistent in style and scale with the main structure. New residences should be compatible with surrounding contributing properties in placement, proportion, scale, materials, features, and setting.

Non-Contributing Buildings

These buildings are not held to the same standards as buildings of historic value. They do require a Certificate of Appropriateness (COA) for additions, new construction, and the removal of trees, in other words, major changes that may affect the general setting and historic value of the district. Minor changes to the exterior of the house are not reviewed. If you have a question, please contact staff. You may determine the classification of your property by going on the BHPC website, http://bloomington.in.gov/bhpc and looking up your property by address.

1.6 How to Use These Design Guidelines

The Bloomington Municipal Code requires that a Certificate of Appropriateness be issued for certain changes in historic districts. The following guidelines aid members of the Historic Preservation Commission when they consider whether to grant a Certificate of Appropriateness. The guidelines are not inflexible rules, regulations, or laws. The guidelines serve to guide--not to govern. The Historic Commission will use them as a path, in conjunction with city, state, and federal statutes as well as community input and their own best judgement, in making determinations on a case-by-case basis. The guidelines reflect a value of preserving the features, architecture, and ambiance that define the University Courts neighborhood. While the Historic Commission may be expected to adhere to this value, other factors--such as sustainability or accessibility issues--may result in exceptions to these guidelines on occasion.

Start with the Table of Contents on page 3 and find the topic appropriate to your project.

Is it repairing an existing building?
Is it new construction?
What materials are affected?

Each topic in this booklet is divided into four sections:

1. Description

Defines the subject and its importance and describes how it relates to the University Courts neighborhood.

2. Preservation Goals

Clearly explains the neighborhood's as well as the Bloomington Historic Preservation Commission's approach to the feature or action and the goals we hope to achieve by means of the guidelines.

3. Guidelines

Lists the items that must be reviewed by the Commission and that require a Certificate of Appropriateness. This section outlines desired treatments and things to avoid and is always set aside in a graphic box.

4. Things to Consider as You Plan

Provides additional helpful information about the care and maintenance of historic homes and property.

1.7 Certificates of Appropriateness

A Certificate of Appropriateness (COA) is issued by the Bloomington Historic Preservation Commission (BHPC) after reviewing plans for proposed work on a designated historic property. The BHPC reviews these applications or proposals for work based on the guidelines in this book. Guidelines provide a range of ways to approach specific design issues. If the proposed changes are generally in conformance with the information in this document, then a COA is issued.

In the University Courts neighborhood, plans are also presented to a neighborhood design subcommittee for its comment before the public hearing at which a decision is to be made. The BHPC will consider these comments along with the regular staff report in their deliberations.

During the hearing where the application is considered, BHPC members may suggest changes to bring the application into conformance. An application for a COA must have an official response from the Commission within 30 days of the filing of a complete application. The application for a COA should be presented with the building permit application. A COA is much like a building permit, which the property owner must display in a prominent location at the site where the work is taking place.

These guidelines for preservation, rehabilitation, restoration, and new construction in University Courts ensure that everyone's investment in the neighborhood is protected. Some minor reviews can be done at the staff level. These activities include tree removal, installation of storm windows, and placement of new mechanicals except for certain energy retrofits. In some cases, staff may refer the change to the full commission, depending on its impact. Please call Commission staff for more information (349-3507) and help with your application.

Projects That Do Not Require a COA

You do not need to apply for a Certificate of Appropriateness (COA) for the following:

- Anything not visible from a public right-of-way. (See "Visibility" on page 8 for more information.)
- Re-roofing if using the same type of roofing materials, for example, asphalt to asphalt of the same style. This would be considered an "in-kind" exchange.
- Repair of concrete walkways if not changing design. Changes from limestone or brick or other original materials to concrete would require a COA.
- Routine maintenance, for example, the re-glazing of a broken window pane or minor repairs done inkind (of the same or similar materials).
- Removal of dead, dying, or invasive trees.
- Changing paint color where paint is the existing application.
- Any change to the interior of your home.
- Temporary seasonal fences for gardening.
- Flower and vegetable gardens and tree pruning.
- Installation of rain barrels if copper gutters are not involved.

2.0 Historic Preservation and Sustainability

Sustainability, in all its aspects, is a critical issue for our community and preservationists also recognize the intimate connection between sustainability and historic preservation. The guidelines set forth in this document support the goals of sustainability, and a flexible, solution-oriented approach should be used to balance cost-effective implementation of sustainability initiatives with preservation of the historic character of University Courts. As laid out in the City of Bloomington's Sustainability Initiative, there are three components to sustainability that fall under the broad categories of environmental health, social well-being, and economic prosperity. Through the following discussion of the connection between historic preservation and sustainability in these three areas, we clarify how sustainability principles motivate many of the preservation guidelines in this document and explain why those interested in developing a sustainable future for our community also support the creation of Historic Districts.

Environmental Health

The environmental component of sustainability is often the primary focus when discussing historic buildings. However, sustainable development and conservation of resources share a common goal: a building that uses less energy and creates lower carbon emissions. When an existing building is demolished, the embodied energy that went into its creation is lost. More energy is expended to demolish and haul away the building materials, while the debris further burdens landfills. Although some may think that new construction will be more efficient, it can take decades of utility savings in a new building, even a "green" one, to equal the loss of energy represented by the demolition. An additional carbon debt is incurred in building the new structure, and this can require additional decades of energy savings to offset.

Resource conservation and preservation are sustainability in its most basic manifestation. Historic properties are often the best candidates for energy upgrades and reuse because many older buildings already incorporated natural ventilation and lighting features. Moreover, they were constructed for longevity with durable materials that embody sustainability. A good illustration of this is existing windows, which can usually be repaired and upgraded. When old windows are replaced, it can take many more years of energy savings to recoup the cost of the new windows when compared with the lower cost to repair the old ones and add storm windows. Replacement windows are often not very durable compared with the originals, and their manufacture typically involves use of fossil fuels and the creation of toxic byproducts. Similarly, preservation of mature tree canopy and green space, in addition to creating a pleasant atmosphere, contributes to sustainability in several ways, including energy conservation and water management.

Social Well-Being

Neighborhoods like University Courts encourage sustainable life styles. The University Courts District provides the city with a diminishing resource: established well built housing near the core of downtown. In order to preserve the neighborhood for future generations, the gradual return of the houses to their original configuration is encouraged. Where duplexes are returned to single family use, the exterior entrances should remain intact and read as it was orignally built. There is demonstrated value to living on small urban lots, flanked by alleys, with ready access to downtown by foot and bicycle. In contrast to more modern housing developments, the University Courts neighborhood, with its small bungalows, duplexes, rooming houses, and elegant larger homes, provides a wide variety of housing options, all within easy access to public transportation, downtown resources, and education opportunities from kindergarten through college. These neighborhoods illustrate and were the genesis of New Urbanism. Preservation of older neighborhoods, with their compact form, walkability, and green space, helps retain the social fabric of the city by encouraging neighbor interaction and outdoor activities. The values supported are inherent: thrift, energy conservation, and personal health. Historic landscapes, sites, structures, buildings, and features form a neighborhood's unique identity, and preservation of these resources maintains a connection to the community's heritage. Intact historic neighborhoods engender a sense of place and anchor a resident's identity with the community.

Economic Prosperity

The economic benefit of historic preservation and historic districts is well documented, including increased property values, owner-occupancy, and local job creation in rehabilitation industries. As quality of life improves and investments are made, similar positive effects are experienced by surrounding areas. Rehabilitation projects generate both direct and indirect economic benefits. The local purchase of labor and materials is the direct benefit, while the manufacture and transport of materials are indirect benefits. With the increasing cost of energy, conservation through rehabilitation is also a measurable economic benefit.

The City of Bloomington has developed the "Sustainable City Initiative," to reduce waste, support alternative transportation, and enhance green space preservation, energy conservation, and alternative energy development. As part of this initiative, the City has established ambitious energy targets for 2014, including:

- Reduce city-wide electricity and natural gas consumption by 10%
- Retrofit 365 houses per year (~5% of housing stock)
- Increase the amount of energy created from renewable sources by 20%

This document represents an innovative effort to support these shared values and seeks ways that both the historic values of our community and future stewardship of resources are mutually enhanced.

Alternative Energy and Other Sustainability Practices

As laid out in the discussions above, historic preservation and the pursuit of sustainability are mutually reinforcing activities. However, some sustainability practices are not directly related to historic preservation and have, in other communities, been treated as potentially undesirable because of the alterations they might require in a historic property. There is, however, a growing national recognition that alternative energy and ecologically sound practices should be an integral part of historic preservation in any viable future for a community. This requires use of a flexible and balanced approach that acknowledges the importance of adapting new technologies and ecological practices, such as rainwater collection and solar energy collectors, in efficient and affordable ways, while, at the same time, remaining sensitive to preservation of historic features and the overall character and appearance of the neighborhood.

The guidelines for Sustainability and Energy Retrofits in Section 5.5 are written with the combined goals of preservation and sustainability in mind. Property owners, the Old Northeast Neighborhood Association, and the Historic Preservation Commission will collaborate as partners in finding workable and cost-effective solutions to preserve our homes while improving the environment. In this way, the University Courts Historic District follows Elm Heights Historic District at the forefront of a national movement to combine historic preservation and sustainability efforts in a mutually supportive way.

3.0 Neighborhood Site and Setting

Because of the exceptional survival of its brick streets, University Courts is Bloomington's most consistenet depiction of an historic era. Building setbacks, trees and landscaping, fencing and walls, alleys, parking areas and walkways, garages, and accessory buildings are all elements of a neighborhood setting. How these elements relate to each other and to a primary building create the individual site setting. How the individual sites and settings relate to each other along the streetscape creates an integrated neighborhood. Unguided alterations to, or outright losses of, any one of these characteristics may damage the fragile overall cohesiveness of a historic neighborhood.

Constructed on a traditional grid pattern, the connections of streets and alleyways in University Courts provide both direct and indirect links throughout the neighborhood. Streets provide the formality of public access links, while the alleys link to back yards and places of more private access. Alleys encourage safe strolling for pedestrians who wish to explore the less well known corners of the neighborhood. In many cases, both alleys and streets are brick and this is a distinguishing feature of the University Courts district.

Like its sister community, Elm Heights, University Courts contains the limestone walls, walkways and benches that are monuments to our region's limestone history. Of the few surviving limestone artifacts that are unique to their sites, it is strongly felt that they should remain in their original historic settings. Likewise, the many surviving walls and fences were designed and constructed as integral elements to the buildings they surround. Existing stone walls, mortared and dry laid, are treasured neighborhood features. Preserving and maintaining them ensures retention of another character-defining element of University Courts.

Like many historic neighborhoods, University Courts is also known for its mature, established landscaping and tree canopy. In most areas there are tree plots with street trees that demand periodic attention and care. Although trees, plantings, and landscaping may vary from block face to block face, they create an overall neighborhood ambiance. Steps and walkways invite visitors in from the sidewalks, and side or rear garages allows houses to remain the primary focus of the neighborhood.

Preservation Goals for the Neighborhood Setting

To retain, preserve, maintain, and respect distinctive, character-defining features of the neighborhood or building sites such as tree plots, mature trees, landscaping, fences and walls, limestone objects and elements, walkways and steps, lighting, alleyways, and building setbacks.

To avoid changes in paving, lighting, fencing, and pedestrian or vehicular traffic flow that disrupt the relationship between buildings and their environment.

3.1 Trees and Landscaping

Preservation Goals for Trees and Landscaping

To maintain the mature canopy that is associated with the historic University Courts neighborhood by the care and planting of appropriate trees and gradual removal of invasive trees. Tree plots are provided throughout the district and are an amenity of the neighborhood, but they are in various states of maintenance. All should be retained in grass with appropriate metal grates.Be aware that there are unique histoirc landscape mateials, such as geode edging, that also provide continuity throughout the district.

Guidelines for Trees and Landscaping

A Certificate of Appropriateness (COA) is required for the following bolded, numbered item. The bullet points that follow the numbered item further assist applicants with the COA process.

I. Removal of a mature tree that is visible from the public right-of-way.

A mature tree is:
a) a shade tree whose trunk is twelve inches in diameter or larger,
b) an ornamental tree whose trunk is four inches in diameter or fifteen feet high, or
c) an evergreen tree whose trunk is eight inches in diameter or fifteen feet high.

- A COA is not required to remove a dead tree. Consult with the City staff person to the Historic Preservation Commission regarding diseased, dying, or infested trees.
- A COA is not required to remove an invasive tree as defined in the City of Bloomington Tree Care Manual.
- When replanting, refer to the City of Bloomington Tree Care Manual for recommendations.
- Retain historic landscape edging; do not introduce historically inappropriate edging materials and colors.
- Selective removal of mature trees to allow solar installations may be considered on a case-by-case basis.

Things to Consider as You Plan

For additional information see the City Tree Care Manual: http://issuu.com//bloomingtonparks/docs/tree_care_manual_2nd_edition_feb_2012

Periodic pruning of a mature tree by a certified arborist can help ensure the tree's health and the safety of pedestrians or site features below it. However, 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. Assistance with all aspects of tree care, including the selection of appropriate tree species for planting, can be found in the City of Bloomington Tree Care Manual. Within the list of undesirable trees (see Section 7.2), it is important to note, that list applies only to tree plot and does not refer to private yards. However, those listed as invasive should never be planted. Remember that the underground structure of a tree is as large as the aboveground portion that we can see.

Placing trees in close proximity to retaining walls and basements may cause their eventual erosion and collapse. Make sure to consider how large your new tree will be at maturity when choosing a species and variety.

Mature plantings require sensitive treatment, particularly during construction. The roots of established trees should be protected from soil compaction and ground disturbance with temporary fencing, preferably located at the outer drip line. When new trees are planted, careful consideration with regard to placement will avoid potential threat to historic structures as the trees mature. Refer to the City of Bloomington Tree Care Manual for guidance. Choose locations that will not damage buildings through moisture retention, root invasion, and limb movement.

Often, small landscape elements like edging can introduce incompatible colors and materials into a historic environment. The building's architecture and historic features, as well as those of the neighborhood, should be considered when determining the design and materials. Brightly colored materials, plastic, tires, logs, or railroad ties introduce historically inappropriate materials into the neighborhood and gradually erode its integrity of setting. University Courts gardeners historically used geodes to decorae garden areas and walkways.

Planting a large deciduous shade tree on the south side of your home to shade your roof and windows can greatly reduce cooling costs in the summer. Asphalt stays 25 degrees cooler when shaded, resulting in reduced heat island effects and increased moisture retention in surrounding soil.

3.2 Trellises, Pergolas, Gazebos, and Similar Small Structures

Preservation Goals for Trellises, Pergolas, Gazebos, and Similar Small Structures

To maintain and construct secondary yard structures that are compatible with historic materials and templates.

Guidelines for Trellises, Pergolas, Gazebos, and Similar Small Structures

A Certificate of Appropriateness (COA) is required for the following bolded, numbered item. The bullet point that follows the numbered item further assists applicants with the COA process.

I. Construction or removal of trellises, pergolas, and similar structures that are visible from the public right-of-way.

• Construct trellises, pergolas, gazebos, and similar small structures according to designs in keeping with the architecture of the house, and of period-appropriate materials such as wood or metal.

Things to Consider as You Plan

It is preferable to identify, preserve, and maintain existing trellises, pergolas, and similar structures that may have historic value. Some may be integral to the original design or style of the house. For information on preservation methods, refer to Section 4, Existing Buildings and Materials, for guidance.

3.3 Walls and Fences

A notable characteristic of the University Courts streetscape is the use of masonry retaining walls along primary streets. Many of them are built of rock-faced limestone, but brick and other masonry are also represented. Some are mortared and some dry laid. Some are capped with sawtoothed stone, others with sawn stone. These elements of neighborhod design are key to the character of the neighborhood and should be prioritized for repair and preservation. Other appropriate fencing includes wrought iron, picket, and woven wire.

Preservation Goals for Walls and Fences

To maintain, repair, and restore existing historic walls and fences that are significant to the neighborhood.

To insure that new construction is compatible with historic walls and fences in materials, form, and scale.

Guidelines for Walls and Fences

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Installation or removal of walls or fences visible from the public right-of-way.

- For new fences, use historically appropriate materials for University Courts, which, depending on the type and style of architecture, may include iron, stone, brick, or wood.
- New retaining walls should be appropriate in height to the grade of the yard. Rear yard concrete block retaining walls may be considered depending on position, visibility, and design.
- Install new walls or fences so the total height does not obscure the primary facade of the building.
- Installation of rear yard fences should begin no farther forward than a point midway between the front and rear facades of the house.
- Consideration is given for fences that pertain to special needs, children, and dogs. Temporary seasonal fences for garden ing are permitted and do not require a COA.

II. Reconstruction or repair of historic walls and fences.

- Consult with staff for proper materials and methods

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Things to Consider as You Plan

Historic walls and fences should be restored and maintained using the appropriate methods for the materials. Refer to Section 4, Existing Buildings and Materials, for helpful information on maintenance and reconstruction of historic stone or metal fences and walls. Make sure that your new fence also complies with the setback and height restrictions stipulated by the City of Bloomington. Hedges and other plant barriers are encouraged as long as they do not obscure the primary facade of the building.

3.4 Walkways and Automobile Areas

Automobiles had become established transportation during the time of University Courts' development. Architects added accessory and sometimes matching structures just for car storage. Although cars were prized possessions, they were nevertheless placed out of view. Where alleys were available, garages and parking areas were placed at the rear of the lot or sometimes beneath the grade of the house, away from the primary facade. If an alley was not available, a narrow inconspicuous drive was used to access a garage in the rear yard or under the house.

Preservation Goals for Walkways and Automobile Areas

To maintain the traditional patterns and materials established within the neighborhood for driveways, walkways, and alleys.

To avoid open areas for car storage visible from primary streets.

Guidelines for Walkways and Automobile Areas

A Certificate of Appropriateness (COA) is required for the following bolded, numbered item. The bullet points that follow the numbered item further assist applicants with the COA process.

I. Installation, removal, or expansion of all driveways and parking areas, as well as walkways visible from the public right-of-way.

- Design walkways, driveways, and parking areas in keeping with the neighborhood setting- paying special attention to remaining brick elements.
- Locate parking at the rear of the property and screen appropriately.
- Protect and maintain mature trees, plantings, and green space as much as possible when planning parking areas.
- Refer to the guidelines for Accessibility, Safety, and Aging in Place , Section 5.6, when planning disability access.
- Pervious pavers or pavements cannot to be used in exchange for open space requirements.

Things to Consider as You Plan

When available, use the traditional alley network for access to garages or parking areas. To help preserve green space, city code prohibits parking areas larger than 20 by 20 ft. unless the property is zoned multifamily. Other restrictions may apply; please contact City Planning for more information.

3.5 Lighting

Frequently architect-designed homes have distincitive exterior lighting, usually placed on the entrance portico but often in the yard at the beginning of the sidewalk or stair for ambiance and safety.

Preservation Goals for Lighting

To maintain and preserve the historic lighting standards and fixtures in University Courts.

To maintain and restore the ambient low-intensity lighting that is traditional in the neighborhood.

Guidelines for Lighting

A Certificate of Appropriateness (COA) is required for the following bolded, numbered item. The bullet points that follow the numbered item further assist applicants with the COA process.

I. Installation or removal of exterior lighting visible from the public right-of-way.

- Install historically appropriate exterior lighting that is low-intensity.
- Locate lights to minimize light pollution and other adverse impacts to surrounding properties, streets, and alleyways.
- Install light fixtures so as to minimize damage to historic building materials. Avoid removal of character-defining building features when installing light fixtures.

Things to Consider as You Plan

Identify and then repair, restore, and maintain historic exterior light fixtures when feasible. Lighting fixtures of this era were made from high-quality materials that are easily repairable and are difficult and expensive to replace. If replacements are necessary, choose reproduction light fixtures that are appropriate to the architectural style or time period of the house. Shining light upward is historically inappropriate and should be avoided.

When choosing outdoor light fixtures, minimizing light pollution is an important consideration. Light pollution is the result of inefficient outdoor lighting that shines light upward or in other directions where the light is neither needed nor wanted. This not only wastes energy and irritates neighbors but can also affect wildlife and is actually counterproductive to the purposes for which outdoor lighting is usually intended. Unshielded lights do not direct as much light downward where it is useful, and the associated glare of unshielded or overly bright outdoor lighting can actually make it more difficult to see steps, sidewalks, and people in the shadows outside the lighted area because your vision becomes less dark-adapted. The increase of upward shining light over recent decades has blotted out the natural beauty of the night sky near concentrations of population, because upwardly directed light, when scattered by particles in the atmosphere, produces a bright background sky through which stars, planets, and nebulae become more difficult to see.

Reducing light pollution is one of many ways in which we can sustain our natural as well as historic environment, and it is not hard to do. First, be sure that the outdoor lighting you plan is really necessary. If so, then make sure that the fixtures you choose are properly shielded and shine all their light downward on your own property. Choose lights that are no brighter than required for your purpose, and use energy-efficient light emitters. More information on security and accessibility lighting can be found in Section 5.6.

Consider using properly shielded exterior light fixtures that carry the seal of approval of the International Dark-Sky Association (www.darksky.org).

3.6 Other Landscape Features

University Courts has many features designed and installed with the development of the area that make it unique. The continuous stone embankment walls and steps thematically link the buildings in the neighborhood.. There are some limstone artifacts associated with the district, however many have been destroyed or removed.

Goals for Other Landscape Features

To retain distinctive and historic features that make the neighborhood unique.

To encourage unobtrusive placement or appropriate screening of modern updates or mechanical service equipment.

Guidelines for Other Landscape Features

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Moving or removing historic decorative yard features and artifacts visible from a public right-of-way.
- Retain contributing limestone, wooden, or metal features; their removal requires either a COA or staff approval.
- Addition of decorative features such as sculptures and benches does not require a COA.
- Shifting a decorative yard feature for its maintenance or safety does not require a COA, but the feature should not be removed from the property.

II. Installation of service and technical equipment visible from the public right-of-way.
- Locate service, mechanical, electrical, or technical equipment such as satellite dishes, substations, central air conditioning equipment, or heat exchangers so it is not visible from the street. Refer to the guidelines for Sustainability and Energy Retrofits, Section 5.5, when installing energy-generating technologies.
- Screen equipment so it does not disrupt the integrity of the site or of the building's architecture.
- Whenever feasible historic materials should not be damaged or removed when installing equipment.

III. Installation of swimming pools and permanently installed yard equipment visible from the public right-of-way such as playgrounds, barbecue pits, greenhouses, and pet enclosures.
- Locate equipment in the rear yard, and site, landscape, and/or screen it so it is not within public view.
- In-ground pools are preferable to above-ground pools. Take into consideration the possibility of damage to surrounding historic vegetation, outbuildings, and other features when determining the location.
- Locate historically inappropriate items to be as inconspicuous as possible.

Things to Consider as You Plan

Great caution should be used if you move limestone objects; they are very heavy but brittle and can shatter or chip easily. See Section 4.2 for care and maintenance of limestone. If you must move limestone artifacts, it is recommended that you pad them carefully and make sure their new location has a stable base that will not shift during freeze-and-thaw cycles. Limestone planters and birdbaths should be carefully emptied and covered for the winter to prevent cracking and spalling.

Use of service equipment is an inevitable part of homeownership; staff-level approvals are available for small-scale installations. Swimming pools can be very obtrusive and space-consuming and can involve new screening, impervious surface, and landscape considerations. Because of their potential impact on the historic neighborhood, they require a full review by the Commission. Creative ways of screening and buffering are encouraged.

Some yard features that do not require review are rain barrels and clotheslines. These traditional items should be placed at the rear or side of a home or be screened from public view in some way. Consider painting additions such as these in a complementary or corresponding color scheme. If adding a rain barrel, please note that changes to copper gutters or downspouts require a COA or staff approval.

4.0. Existing Buildings and Materials

4.1 Wood

Although wood is not the most commonly used building material in University Courts, there are still many clapboard houses. Masonry homes and other structures have decorative embellishments and functional wooden features that play an important role in the character of the buildings. Other uses include fences, gates, and garden features around the neighborhood.

Preservation Goals for Wood

To retain, preserve, and restore original exterior wood siding materials, decorative embellishments, and functional wooden features through repair, cleaning, painting, and routine maintenance.

Guidelines for Wood

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Reconstruction of missing or installation of new functional or decorative wooden elements visible from the public right-of-way, such as doors, windows, siding, shingles, cornices, architraves, brackets, pediments, columns, balustrades, shutters, decorative panels, pergolas, trellises, fences, gates, and architectural trim.

- Replace missing elements based on accurate documentation of the original or use a compatible new design.
- Consider substitute materials only if using the original material is inadvisable or unfeasible.

II. Removal or covering of functional or decorative wooden elements as outlined above and facing or visible from the public right-of-way.

- Structurally sound, painted historic wood siding should not be replaced with new siding. Every effort should be made to retain and restore the original.
- Historic wood siding, trim, or window sashes should not be replaced or covered with contemporary substitute materials.
- Although paint color is not reviewed in the University Courts Historic District, graphics and lettering are not appropriate.

Things to Consider as You Plan

Wooden features and surfaces on a building should be maintained and repaired in a manner that enhances their inherent qualities and maintains their original character. A regular maintenance program can extend the life of wood for 200 years and more. Yearly inspection of surfaces and trim with prompt application of caulk and paint will keep repairs to a minimum. Do not attempt caulking, sealing, or carpentry repairs unless the area is clean, dry, and free of all loose material. Surface preparation is key to long-term success. Painting over dirt or chalking and scaling surfaces will cause adhesion problems, and any untreated mold or mildew will continue to grow and discolor new paint. Flexible sealants and paintable waterproof caulking protect wooden joinery from moisture penetration as the wood shrinks and swells. A sound paint film protects wooden surfaces from deterioration due to ultraviolet light and moisture.

Repair or replacement of deteriorated wooden elements or surfaces may involve selective replacement of portions in kind through splicing or piecing. Although wood is a renewable resource, new wood is less resistant to decay than the denser old-growth wood it is replacing. Specifying decay-resistant wood species and priming the back and ends with a quality primer prior to installation can extend the lifespan of replacement wood. Borates and other pathogen-killing agents can be used to treat rot and insect damage, and the application of a penetrating epoxy may help stabilize and replace the deteriorated portion of historic wood features or details in place. For wood elements particularly vulnerable to ongoing damage, such as window sills, column bases, and capitals, replacement with painted synthetic elements that replicate the original shape, texture, dimensions, and details may be a viable and cost-effective solution.

Many substitute siding materials are not as durable or environmentally friendly as wood. In evaluating a possible substitute material, careful consideration should be given to the sustainability of its manufacturing process and its lifespan as well as its physical characteristics. Resurfacing a wooden building with synthetic siding materials, such as aluminum, vinyl, asbestos, and asphalt, changes the shadow lines of the historic structure. Although we are led to believe these replacement products have a permanent maintenance-free finish, they eventually require repainting or replacement. Using impervious sheathing materials can endanger the historic structure by concealing maintenance issues such as insect infestations, water infiltration, and mold growth. At their best, synthetic sidings conceal the historic fabric of a building, and, at their worst, they remove or destroy the historic materials and craftsmanship so beautifully displayed in our area.

Lumber from trees that grew very slowly in a natural forest has narrow growth rings and a tight grain. It is stronger, harder, and more dimensionally stable than modern tree farm products and possesses superior rot and insect resistance.

4.2 Masonry

Limestone and brick are the most prominent and pervasive building materials in University Courts. The most historically notable examples of masonry are limestone homes and features as well as building elements, walls, surfaces, and details executed in carved, cut, and split stone. Although other masonry materials such as brick, sandstone, geodes, terra cotta, and stucco were used, limestone was queen.

Stately brick homes with limestone or wood embellishments are well represented in the neighborhood. A few homes with striking clay and slate tile roofs, sometimes incorporating colors or patterns, also remain.

One of the key goals of the University Courts District is to preserve the local limestone heritage through careful stewardship of irreplaceable historic features.

Preservation Goals for Masonry

To retain and restore original exterior masonry surfaces, decorative embellishments, statuary, and functional features through repair, cleaning, tuck pointing, and routine maintenance.

Guidelines for Masonry

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow a numbered item further assist applicants with the COA process.

I. Removal of masonry or stone features or structures that contribute to the historic character of the property.

- Retain masonry features and statuary that contribute to the historic character of a site. These include but are not restricted to structures, foundations, columns, arches, porches, decorative panels, patios, fenestration, balustrades, lintels, sills, key stones, spouts, brackets, flower boxes, steps, railings, copings, walks, walls, streets, alleys, retaining walls, birdbaths, benches, urns, pots.

II. Reconstruction of, or change to, a historic masonry or stone feature, structure, or surface.

- Match mortar composition to historic construction and materials to prevent future damage to masonry or stone.
- Retain and duplicate distinctive construction features and finish including bond and mortar patterns, width, profile, texture, and color.
- Provide adequate drainage to prevent water from collecting around, behind, or under structures or features.
- It is not appropriate to apply a waterproof coating to, or to paint, exposed masonry or stone.

III. Addition of a permanent masonry or brick feature to a historic propert

Things to Consider as You Plan

Masonry surfaces develop beautiful patina over time and should be cleaned only when heavy soiling or stains occur. Usually, gentle cleaning using a low-pressure water wash with detergent and the scrubbing action of a natural bristle brush will accomplish the task. Sandstone and limestone are very soft, absorbent materials and should not be treated or cleaned in the same manner as brick or concrete. Their porosity and easily sculpted nature make them vulnerable to etching, staining, and holding chemicals that can continue to act on the stone after it is rinsed.

Water infiltration, with subsequent damage to a masonry wall, is often the result of open or deteriorated mortar joints. Inspect and repair damaged areas promptly to prevent costly future rebuilding and replacements. If repointing or rebuilding of masonry is required, it is extremely important to match the original color, strength, and hardness of the historic mortar. Incorrect mortar composition that is too strong will damage surrounding stone and brick when natural expansion and contraction of the surface occurs. Mortar that is too soft will not give needed structural support, causing the joints to collapse and the repair to be repeated.

Water trapped behind or pooling around foundations, walls, and features causes damage when capillary action sucks water into the stone. This results in fracturing and dissolution of stone during the next freeze cycle. To prevent damage, dry and cover all concave limestone features like birdbaths and planters before freezing winter weather. Masonry sealers interfere with the natural ability of stone to evaporate moisture from its surface and can aggravate this problem. Trapped moisture will cause spalling (front of the masonry pops off), splitting, and delamination when winter temperatures return.

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.

For more information on the care, upkeep, and restoration of limestone, see Section 7.2, Helpful Websites for Project Planning and Restoration Resources, among the Appendices.

There are several companies that can analyze mortar at an affordable price when you send them a sample.

4.3 Architectural Metals

Metals have been an integral part of the detailing and the surfacing of homes, street elements, and site features since the original development of the neighborhood. The shapes, textures, and detailing of these metals reflect the nature of their manufacture, whether wrought, cast, pressed, rolled, or extruded. Traditional architectural metals, as well as more contemporary metals, are found throughout University Courts. These include copper, tin, terneplate, cast iron, wrought iron, lead, brass, and aluminum. Some of these are associated with the Spanish Colonial style of architecture, others reflect the high quality of the materials in this district.

Metals are commonly used for roofing and guttering applications, such as standing-seam roofs, flashing, gutters, downspouts, finials, cornices, copings, and crestings. Original copper guttering and steel windows retain the charm and maintain the historical character of our area. Other architectural elements, including storm doors, vents and grates, casement windows and industrial sash, railings, hardware, decorative features, and trim work, are often crafted or detailed in metal. Architectural metals also appear in the form of fences, gates, streetlights, signs, site lighting, and grates.

Preservation Goals for Architectural Metals

To retain and restore the original architectural metals of buildings and sites through repair, coating, and routine maintenance.

Things to Consider as You Plan

Preserving architectural metal surfaces and details requires routine maintenance and regular inspection to prevent their deterioration due to the elements or structural fatigue. Early detection of corrosion in metal surfaces is therefore essential to reduce costs. Maintaining a watertight paint film is critical to the life of metal details. The removal of all rust, followed by priming with a zinc-based primer or other rust inhibitor is an important first step. Copper and bronze surfaces should never be painted as they develop a characteristic patina over time. When corroded metals become fragile, coating with a rust converter may be the best solution to halting further damage. Unpainted soft metal elements like brass or bronze hardware may be protected from corrosion with a clear lacquer following a proper cleaning.

If a feature of a painted metal element, such as a decorative cornice, is missing or deteriorated, replacement in kind may not be feasible. In such a case, the replication of the detail in fiberglass, wood, or aluminum may be appropriate.

Asphalt products such as roofing tar can corrode metals and should never be used to patch flashing or other metal surfaces.

The care of metals can be a complicated and complex task. Consult with a specialist or the Historic Preservation Commission to best restore or maintain all metal features.

Guidelines for Architectural Metals

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item assist applicants with the COA process.

I. Removal, replacement, or restoration of existing architectural metal elements including roofing and gutter applications, steel windows, casement windows and industrial sash, storm doors, vents, grates, railings, fencing, and all decorative features of architectural metal elements that are integral components of the building or site and visible from the right-of-way.

- Replace missing elements based on accurate documentation of the original or use a compatible new design. Consider compatible substitute materials only if using the original material is not technically feasible.

II. Addition of permanent metal features including but not restricted to: buildings, roofs, doors, windows, trim, fencing, and other architectural elements.

- The installation of new metal garden artwork or decorative item(s) does not require a COA.


514

4.4 Roofs

The University Courts Historic District is exceptional in the use of fine roofing materials that are increasingly rare in modern construction. Be aware that the salvage value of these materials alone may entice some contractors to suggest replacement. Any change in materials requires a COA. Some of these materials are associated with a specific style of architecture, for example, tile roofs on Spanish Colonial homes. Others are associated with higher-quality construction: slate is a more lasting investment than asphalt shingling. Roof shapes may also illustrate styles of architecture. In University Courts, the most common style of house is Colonial Revival. Colonial-style roof shapes are often an assemblage of simple rectangular forms and are usually side-gabled. In this style, additions on either side of the principal roof of the house may have flat roofs with balustrades, a popular sunroom type. This is a typical form that may be appropriate for new additions on existing colonial homes. Roofs are a key element expressing the quality, level of detail, and substance of the historic district as a whole.

Preservation Goals for Roofs

To ensure the structural soundness of the building by preventing moisture damage.

To retain and restore original roofs and special features, such as unique materials, cresting, box gutters, dormers, cornices, cupolas, and chimneys where they are significant to the design of the building, through routine maintenance and repairs.

To minimize impacts to historic roofs and street views through appropriate design when adding new features, room additions, or energy retrofits.

Guidelines for Roofs

A Certificate of Appropriateness (COA) is required for the following bolded, numbered item. The bullet points that follow the numbered item further assist applicants with the COA process.

I. A change in the appearance, either shape or materials, of a roof or roof feature, including guttering.

- Replace only the deteriorated portion of a historic roof and use substitute materials only if using the original material is not technically feasible. If full replacement is necessary, replace it "in kind," matching the original in materials, scale, detail, pattern, and design.
- If a historic roof feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in scale, size, material, and color with the historic building and district.
- If new gutters and downspouts are needed, install them so that no architectural features are lost or damaged. Retain the shape of traditional half-round gutters and down spouts. Historically, copper guttering is not painted.
- When attempting to introduce new roof features such as skylights, dormers, or vents, locate them so as to minimize damage to the historic roof design, character-defining roof materials, or the character of the historic district.
- Install equipment such as solar collectors or antennae in locations that do not compromise roofs of significant durability (clay or slate) and on roof slopes less visible from the street.

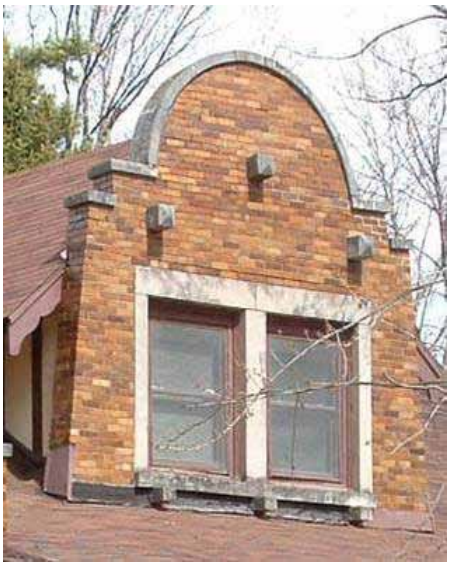
Things to Consider as You Plan

Historic roofs should be preserved using methods for resetting or reinforcing rather than replacement. See Preservation Briefs in Section 7.2 #4 General Information about Roofs, #19 Wood Shingles, #29 Slate Shingles, and #30 Tile Shingles (website http://www.nps.gov/tps/how-to-preserve/briefs.htm). Do not walk on roofs made of clay tile or slate. Use scaffolding to distribute weight and prevent damage.

The best way to preserve is always to provide timely maintenance of historic materials. A routine maintenance of regular roof inspections, gutter cleaning, and flashing replacement is advisable. When wind damage occurs, the anchors for shingling should be checked. Adequate ventilation of roof sheathing can prevent premature curling and rippling. The distinctive shape of half-round gutters is typical for exposed gutters and preserves cornice crown molding, although some K-style gutters are original to later homes in the neighborhood.

Although most homes today use asphalt or fiberglass tab shingles, roofs made of historic durable and natural materials can last far longer. The life span for slate or tile roofs, if well maintained, can easily reach 200 years, and they are frequently repairable without wholesale replacement.

Historic roofs create distinctive effects through shapes, materials, or color. Because they usually define an architectural style, the view from the front facade is the most important. This view provides the most public benefit. If existing roofing material must be replaced, and it is a rare or unique type that is not readily available, then a compatible substitute material should be selected that closely resembles the original. Retaining or replacing in kind is important if a roofing material obviously reflects a particular architectural style. Several University Courts bungalows illustrate the deep overhanging eaves that were designed to shade the house from direct sunlight and to naturally cool the air. This was a trait of the Craftsman style and it provides real practical utility. The owner of a Craftsman home may be able to manage warmer temperatures just by using the double-hung window system and taking advantage of the shade provided by the deeper eaves.



The vast majority of roofs in University Courts are fiberglass or asphalt shingle, and their historic significance is slight so they do not require a COA for replacement. Even the best quality fiberglass shingle roofs will last only 20 to 30 years before going to the landfill. Metal roofs, with proper maintenance, can also last 100 years. The paint coating on metal roofs should be maintained in good condition.

Adding solar collectors that optimize panel efficiency yet are sensitively placed on historic roofs can be a challenge. It is best to first look for roof planes not visible from the street and in areas where historic roof features will not be damaged. See Section 5.5, Sustainability and Energy Retrofits, for more in-depth guidelines on new technology.

4.5 Windows and Doors

Windows and doors are important character-defining features of a building. They present the public "face" of the building and lend texture, movement, and color changes that create interest. Those windows and doors with unusual shapes, colors, or glazing patterns or which are of an unusual material are particularly important character-defining features that generally cannot be replicated.

Although many types of windows are found in University Courts' homes, a majority of those found in early houses are wooden double-hung windows and metal casement windows. Each sash, depending on the style and the age of the house, may be divided, usually by muntins that hold individual lights (panes) in place. Large multi-paneled, metal frame windows are common in the larger limestone and brick homes.

Doors with various panel configurations as well as a combination of solid panels and glazing are found throughout the neighborhood. Of special note are the round-topped entrance doors, many with distinctive glass inserts and detailing. Decorative stained, beveled, and etched glass is sometimes found, often in entry sidelights and transoms or individual fixed sash.

Preservation Goals for Windows and Doors

To retain and restore the character-defining windows and doors with their original materials and features through cleaning, repair, painting, and routine maintenance.

Guidelines for Windows and Doors

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Removal of any window or door or its unique features outlined above and visible from the public right-of-way.
- If original windows, doors, and hardware can be restored and reused, they should not be replaced.

II. Restoration, replacement, or installation of new windows or doors and their character-defining features that are visible from the public right-of-way, including sashes, lintels, sills, shutters, awnings, transoms, pediments, molding, hardware, muntins, or decorative glass.
- Replace missing elements based on accurate documentation of the original.
- Consider salvage or custom-made windows or doors to ensure compatibility with original openings and style.
- New units or materials will be considered for non-character-defining features and when the use of the original units or materials has been determined to be inadvisable or unfeasible.
- Inappropriate treatments of windows and doors, particularly in the primary facades, include:
  a) creation of new window or door openings
  b) changes in the scale or proportion of existing openings
  c) introduction of inappropriate styles or materials such as vinyl or aluminum or steel replacement doors
  d) addition of cosmetic detailing that creates a style or appearance that the original building never exhibited.
- Install shutters only when they are appropriate to the building style and are supported by evidence of previous existence. Proportion the shutters so they give the appearance of being able to cover the window openings, even though they may be fixed in place.
- Install awnings of canvas or another compatible material. Fiberglass or plastic should generally be avoided; however, metal may be appropriate on some later-era homes.

III. Installation of new storm windows or doors visible from the public right-of-way.
- Wood-frame storm windows and doors are the most historically preferred option. However, metal blind-stop storm windows or full-light storm doors are acceptable. All should be finished to match the trim or be as complementary in color to the building as possible.

Things to Consider as You Plan

Because rehabilitation projects frequently include proposals to replace doors, window sashes, or even entire windows in the name of improved security, thermal efficiency, or new appearance, it is essential that the contribution of the windows and doors to the overall historic character of the building be assessed together with the physical condition before specific repair or replacement work is undertaken. Improper or insensitive treatment of the windows and doors of a historic building can seriously detract from its architectural character.

Repairing the original windows in an older home is more appropriate, sustainable, and cost-effective than replacing them with new ones. Life-cycle cost analyses indicate replacement windows do not pay for themselves with energy savings. Replacement windows have a finite life, and once historic windows are replaced, the owner will need to replace them cyclically. Wood windows also have a lower carbon footprint than their vinyl counterparts. Please refer to the R-Factor computations included in the Appendices.

Routine maintenance and repair of historic wood windows is essential to keep them weathertight and operable. See also Section 7.2. Peeling paint, high air infiltration, sticking sash, or broken panes are all repairable conditions and do not necessitate replacement. Wood windows are generally easy and inexpensive to repair. For example, changing a sash cord is relatively simple, and lightly coating a window track with paste wax may allow the sash to slide smoothly. The inherent imperfections in historic glass give it a visual quality not replicated by contemporary glass manufacturing and such glazing should be retained.

Refer to the sections on Wood Section 4.1, or Architectural Metals Section 4.3, for further assistance with repairs and maintenance.

5.0 Additions, Retrofits, and New Construction

University Courts is known for its comprehensive collection of revival style architecture of the 20s and 30s. Influences from around the world can be seen throughout the district.

The homes in University Courts are substanitally built and generously sized. Most of the modifications have occurreed within the buildings and therefore beyond the purview of the Commission. Traditionally, it is popular to expand the living-space envelope of houses by adding rooms at the back or side. This is not that common in University Courts, because of the expense invovled in modifying masonry walls. Another new construction actiivy is the development outdoor living spaces with patios, terraces, and decks, all of which are valuable amenities.

It is our goal to preserve the historic integrity of the district while allowing for changes that enhance its livability for the residents. Sometimes, change is necessary or desirable for older homes to fulfill their function as the needs of the owner change. Most or all of these changes should be made in a manner that can be reversed and should not damage or remove irreplaceable historic materials or elements.

5.1 Additions and New Construction

Many types of additions can be appropriate as long as they do not damage the home's historic features, materials, and style, or the spatial relationships that characterize the original building and site. Although additions and new construction must be compatible with surrounding historic properties, it should be noted that no two houses in the district are alike and identically sited, therefore creativity and individuality in interpreting a historic design will be considered. Changes to non-contributing houses are held to less restrictive standards than those to contributing properties, but additions and setting elements will still require review.

Preservation Goals for Additions and New Construction

To harmonize with adjacent and neighborhood buildings in terms of height, scale, mass, materials, spatial rhythm, and proportion when designing additions and buildings.

To preserve the historic character and elements of contributing properties and their surroundings during new construction of compatible buildings and additions.

Guidelines for Additions and New Construction

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Construction of new buildings and structures.

- Design new houses and other structures to be compatible with, but distinguishable from, surrounding historic buildings.
- New buildings should be compatible with surrounding contributing properties in massing, proportion, height, scale, placement, and spacing.
- New construction should echo setback, orientation, and spatial rhythms of surrounding properties.
- Roof shape, size of window and door openings, and building materials should be primarily compatible with any structure already on the property and secondarily with surrounding contributing properties.
- Design new buildings so that the overall character of the site is retained, including its topography, any desirable historic features, and mature trees.

II. Construction of additions.

- Locate additions so as not to obscure the primary facade of the historic building.
- Retain significant building elements and site features, and minimize the loss of historic materials and details.
- Size and scale of additions should not visually overpower the historic building or significantly change the proportion of the original built mass to open space.
- Select exterior surface materials and architectural details for additions that are complementary to the existing building in terms of composition, module, texture, pattern, and detail.
- Additions should be self-supporting, distinguishable from the original historic building, and constructed so that they can be removed without harming the building's original structure.
- Protect historic features and large trees from immediate and delayed damage due to construction activities.
- Sensitive areas around historic features and mature trees should be roped off before demolition or construction begins.

Things to Consider as You Plan

For both additions and new construction, retaining a specific site's topography and character-defining site features assures compatibility. This is especially critical during new site development. The descriptions and guidelines included in Neighborhood Site and Setting, Section 3, will be useful for ensuring the compatibility of proposed site development within the historic district. The guidelines for various site features, including driveways, fences, lighting, garages, mature trees, and plantings, apply to both existing site features and proposed development. Consistency in setback, orientation, spacing, and distance between adjacent buildings creates compatibility within the district. The proportion of built mass to open space should remain consistent with that in surrounding areas to ensure the compatibility of both additions and new construction.

The principal visual elements that distinguish additions and new buildings are their height, form, massing, proportion, size, scale, and roof shape. Additions should be compatible with but discernible from the original historic building and should not diminish it in size and scale. Careful analysis of the adjacent historic buildings is valuable for determining how consistent and, consequently, how significant each of these criteria is in judging how compatible your new construction is with regard to its surroundings. It is especially important to consider the overall proportion of the building's front elevation because it will have the most impact on the streetscape. Similar study of materials, building features, and details typical of existing buildings along the street will provide a vocabulary to draw upon when designing a compatible building. Consideration should be given to the spacing, placement, scale, orientation, and size of window and door openings as well as the design of the doors and the windows themselves. In additions, exterior surface materials, architectural details, and window and door openings should reflect those of the original house.

University Courts encourages the implementation of sustainability in all new construction, including LEED principles, solar options, and low-carbon-footprint building materials and methods. Landscaping in a sustainable manner is highly desirable within the historic district, including retaining large trees and minimizing ground disturbance to protect critical root zones.

5.2 Patios, Terraces, and Decks

Lovely historic terraces, walks and patios of both brick and limestone are seen in University Courts, much of whichc is elevated from the grade of the brick streets. Outdoor entertainment and relaxation areas included porches, patios. Their appropriate placement is dependent on the house's style and lot.

Preservation Goals for Patios, Terraces, and Decks

To preserve original patios and terraces and encourage historically correct addition of new ones.

Guidelines for Patios, Terraces, and Decks

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process

I. The removal or reconstruction of patios, terraces, or decks.

II. The addition of new patios, terraces, or decks.

- New patios or terraces should avoid disturbance of a property's character-defining features and be subordinate to the scale and mass of the home.
- Appropriately scaled, landscaped, and constructed patio seating areas may be permitted in front of the primary facade of the house with permission of the BHPC.
- Employ materials appropriate to the neighborhood, such as stone, brick, or materials suggested by the style of the house, when constructing any additions.
- Decks should be constructed well behind the primary facade. Although wood is the preferred building material, some composite decking materials may be considered.
- All new construction should be self-supporting, not anchored into masonry foundations, and be removable without destroying historic materials.

Things to Consider as You Plan

If a deck is being planned as an addition, consult with the BHPC for compatible materials. Wood decks must be sealed and require regular maintenance, so you may wish to consider a terrace or patio instead for a more maintenance-free structure. Decks are often added to the rear or side elevations of the house to lessen their street visibility.

Rubber membranes are often used to give old rooftop terraces new life; consider painting the top of your new black membrane with an elastometric reflective coating to make it more comfortable to walk on and to save on air conditioning.

5.3 Garages and Service Buildings

Most of the University Courts district was built with both the car and the pedestrian in mind. The area is platted with alleys to give access to attached and detached garages. The attached garage at that time was a novelty and its design was executed in various ways around the neighborhood, the most prominent being on the corner of 9th and Indiana. Here is an instance of a garage located directly under the house.. Others were quite small for modern automobiles and set back from the front facade with 2nd floor living spaces or a terrace above. The car of this time was very narrow. As cars outgrew the attached garages, many were repurposed as living space. The most common type of garage was detached, matched the house in both building material and style, and was accessed from an alley.

Service buildings were less common than in the surrounding countryside and mostly used for storing gardening supplies or relaxing and entertaining. Occasionally these small buildings were designed with a fireplace or grill and seating.

Preservation Goals for Garages and Service Buildings

To retain and restore original garages and service buildings along with their inherent materials and features through cleaning, repair, and routine maintenance.

Guidelines for Garages and Service Buildings

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow a numbered item further assist applicants with the COA process.

I. Removal of a historic garage or service building.

II. Changes to, or construction of, garages or service buildings.

- New construction and additions should follow Section 5.1, Additions and New Construction
- Avoid the choice of pre-manufactured sheds or service buildings that are uncharacteristic of the surrounding neighborhood. They may be considered if sufficiently screened from view.
- New structures should be sited with regard for the historic orientation of the house and with care for their impact on the site.
- New garages and garage additions should be accessed by alleyways when available and appropriate and away from the primary facade whenever possible.

5.4 Porches and Porticos

Front porches and entrance porticos are often the focus of historic homes as they usually distinguish the street facade. Together with their functional and decorative features such as doors, steps, balustrades, pilasters, entablatures, and trim work, porches and porticos can be extremely important in defining the overall historic character and style of a building. In University Courts, porches and porticos vary in size, height, material, and covering. The materials used are either the same as the primary structure or are a complementary material, such as a wood porch on a brick or limestone house. Overall, porches and porticos draw attention to the entrance and its features, such as transoms, sidelights, architraves, and pediments. Likewise, some entrances have only an uncovered stoop, drawing further attention to the doorway features. Additional information concerning new construction of rear porches and decks can be found in Section 5.1, Additions and New Construction, and Section 5.2, Patios, Terraces, and Decks.

Preservation Goals for Porches and Porticos

To retain and restore original porches and porticos and their inherent materials and features through cleaning, repair, and routine maintenance.

Things to Consider As You Plan

Front porches are not just design features; traditionally, they served many different functions including as entertainment and relaxation areas. They also provide places for interaction between the community and the home owner, connecting the residents with both neighbors and passersby. When designing your front porch, consider not only its appearance but also how you and your family will use it in the future.

Historically open porches and porticos should be maintained in their open state. If original porch or portico materials or features are deteriorated beyond repair, when feasible they should be replaced with components of the same material and design.

Guidelines for Porches and Porticos

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process. Also refer to Section 7.2 Web Sites for Project Planning and Restoration Resources for additional guidance.

I. Removal of any porch, portico, or its materials or features outlined above and visible from the public right-of-way.
- The retention of all architectural metal elements is encouraged. If replacement is necessary, consider in kind replacement over substitute materials if feasible.
- The enclosure of historically open front porches and porticos is discouraged. Increased flexibility is given for porch and portico enclosures along secondary facades. However, all proposals for enclosure require a COA.

II. Reconstruction of missing, or the installation of new, functional or decorative porch or portico elements that are integral components of the building or site and visible from the public right-of-way, such as doors, steps, balustrades, pilasters, entablatures, and trim work.
- Replace missing elements based on accurate documentation of the original or use a compatible new design.
- Consider compatible new materials only if using original materials is inadvisable or unfeasible.
- Porches or porticos that are not original but have gained historical or architectural significance in their own right should be retained. However, new porch or portico elements should not be introduced that create a false historical appearance.
- Refer to the guidelines for Additions and New Construction, Section 5.1, for design assistance when constructing new porches or porticos.


707

5.5 Sustainability and Energy Retrofits

As discussed in Section 2, sustainability efforts and historic preservation are mutually reinforcing activities. This section addresses two specific aspects of the synergy – the preservation of historic features that support sustainability and the implementation of new technologies to enhance it.

Many pre-1950 buildings were built with resource and energy efficiency in mind. Construction methods focused on durability and maintenance, resulting in individual building features that can be repaired if damaged. Buildings were also built to respond to local climate conditions and often integrate passive and active strategies for year-round interior climate control, thereby increasing energy efficiency. Passive strategies typically include building orientation and features such as roof overhangs and windows to provide both natural daylight and management of solar heat gain. Active strategies typically include operable building features such as awnings and double-hung and transom windows. Landscape features, such as mature shade trees and other plantings, can also play important roles in energy conservation. Guidelines elsewhere in this document are designed in part to preserve these historic sustainability features.

Sustainability involves more than just preservation of historic features. Modern historic district design guidelines need to address retrofits for resource conservation and clean energy production that employ new methodologies. Guidelines must also accommodate rapid changes in both attitudes toward sustainability and the supporting technologies. The guidelines in this section are meant to encourage a flexible approach to the implementation of energy-producing or -conserving retrofits. The goal is to achieve solutions that are workable and cost effective but also preserve the historic character of the district. The guidelines are written with the intent that they can be readily adapted as the science and technology of sustainability evolve.

Preservation Goals for Sustainability and Energy Retrofits

To maintain, repair, restore, and enhance a building's historic sustainability features that promote production or conservation of energy and other resources.

To preserve the historic character of the building and its surroundings by balancing sensitive installation and efficient placement.

Guidelines for Sustainability and Energy Retrofits

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item further assist applicants with the COA process.

I. Installation of exterior mechanical systems, such as attic vents, heating systems, air conditioners, geothermal systems, or other utilities.

- Install and locate new systems to minimize alteration of the building's exterior facades, historic building fabric, and site features. Damaging, obscuring, or causing the removal of significant features, materials, or objects should be avoided.
- When feasible, installations should be reversible so that they can be removed and the original character of the building and/or site restored.
- New systems may be screened from view with plantings or low fencing.

II. Construction of a passive solar energy collection system.

- Due to the likelihood of significant alteration of a historic building with construction, locate a passive system in a secondary location such as a new wing or addition. Refer to the guidelines in Section 5.1, Additions and New Construction, for assistance.

III. Installation of solar attic fans, solar collectors, solar hot water systems, and other similar energy-generating technology.

- Install systems to avoid obscuring significant building or site features or adversely affecting the perception of the overall character of the property.
- Installations visible from the street can be considered when placement elsewhere is not feasible. Consider installing retrofits on an addition, on a secondary structure (e.g., a garage or garden shed), in a side or rear yard, or on yard features (e.g., a pergola or arbor).
- Minimize damage to or removal of significant features. Use the least invasive practical method to attach systems to a historic roof.
- When mounting energy generation systems, consider threats to the structural integrity of the building, including load-bearing capacities, such as excessive weights, water infiltration, and forces generated by windstorms.
- To minimize visibility, mount collectors below the ridgeline of a sloping roof and parallel to the roof slope. Reflective exposed hardware, frames, and piping should be consistent with the color scheme of the roof and/or primary structure; matte finishes of black, brown, or gray are suggested.

Things to Consider as You Plan

Identifying a building's inherent sustainable features and operating systems and maintaining them in good operating condition are important early steps toward energy conservation. In some cases, these features may be covered, damaged, or missing, so it is ideal to repair or restore them. This helps retain the building's historic integrity. Additionally, typical retrofit measures include introducing storm windows and doors and adding weather stripping, caulk, and insulation. Installing more efficient mechanical systems also saves energy. Although window replacement is thought to provide substantial improvements in energy efficiency, this is often not the case, as discussed in Section 4.5, Windows and Doors. The most substantial areas of energy loss often result from insufficiently insulated attics and walls, the chimney-effect caused by holes and gaps in the wall, floor, and ceiling systems, and windows and doors with insufficient weather stripping. All of these issues can be corrected through standard and economical retrofit procedures.

A historic building's inherent energy efficiency can be augmented by integrating newer energy technologies. With thoughtful planning, it is possible to install these technologies while maintaining the historic integrity of the building and its setting. In some cases, trees may be removed to allow for effective PV installations. The installation of solar collectors is becoming more widespread as advances in technology improve their feasibility for homeowners. When planning any alternative energy installation, thoughtful and balanced consideration should be given to the various factors involved, including operational efficiency, cost effectiveness, and impacts to the building and setting. However, as technology and society's understanding of sustainability continue to develop, so too will the methods for integrating these technologies with a historic building.

Shade trees, mature plantings, guttering systems, porches, awnings, and operable windows, transoms, shutters, and blinds are traditional ways to mitigate climate that still work if used judiciously. The installation of rain barrels does not require a COA but, where possible, rain barrels should be located away from the front facade and screened with plantings. Consider using materials that are either complementary or subordinate to the building's materials. For additional energy retrofit assistance, refer to the websites listed under Things to Consider as You Plan in Section 4.5, Windows and Doors.

Solar photovoltaic (PV) systems are dropping in cost as demand for them increases. During daylight hours, if a solar PV installation produces more power than you can use, it will run a Duke Energy electrical meter backwards. More information about solar PV systems can be obtained through the Southern Indiana Renewal Energy Network (sirensolar.org).

5.6 Accessibility, Safety, and Aging in Place

Many people want the option to to remain and grow old in the neighborhood or have returned in order to retire, rendering it essential for us to ensure that they can comfortably age in place. Their presence contributes to the stability of the neighborhood as they invest time, money, and affection in keeping their houses in excellent condition while continuing to improve them. University Courts aspires to return to its origins as a great place to raise children, have fun, work, retire, and age gracefully. The neighborhood's beauty encourages pedestrian and bicycle traffic, and its proximity to entertainment, parks, and shopping make it very livable for people of all ages and physical abilities. Accessibility, however, most often requires adjustments to accommodate people with restricted or limited mobility. The guidelines in this section, therefore, aim at improving safety and accessibility to a residence while preserving its exterior historic facades. Simply put, this means allowing for external changes that do not harm the original edifice and are ultimately reversible, such as level entry to the home through ramps, technological additions such as lifts or electric garage door openers, and enhanced security measures such as motion-detector lights and alarms. Because of the institutional uses in University Courts, it may be necessary to review more permanent solutions to accessibility. These will be considered on a case by case basis based upon the appropriateness of the design.

Preservation Goals for Accessibility, Safety, and Aging in Place

To preserve and protect the historic and character-defining features of a building while temporarily altering it for accessibility and safety.

- *Guidelines for Accessibility, Safety, and Aging in Place*

A Certificate of Appropriateness (COA) is required for the following bolded item. The bullet points that follow it further assist applicants with the COA process. Also refer to Section 7.2 Helpful Websites for Project Planning and Restoration Resources, for additional guidance.

I. Exterior accessibility modifications visible from the public right-of-way.

- Designs should be consistent with the prominent features of the house such as scale, proportion, and materials and be installed in a reversible manner.
- When developing a project for special needs access, consult the specific sections of these guidelines for the areas that will be affected.
- Position ramps away from the principal facade if possible.and consult with the BHPC before submitting a formal application for the Commission's consideration.
- All new construction should be self-supporting, not anchored into masonry foundations, and be removable without destroying historic materials.
- If a historic feature must be removed for an accessibility issue, then it must be safely stored and reinstalled when accessibility is no longer an issue.

Things to Consider as You Plan

University Courts was built in an era when full basements with raised foundations were a popular design feature. This is a major accessibility concern, and we feel it is imperative that our guidelines provide ways for people to safely negotiate stairs, grades, and entryways in our historic homes, sidewalks, and yards. Since few historic houses in our neighborhood were built employing the principles of Universal Design, i.e., houses and features that are accessible for all and easy to use, temporary changes must be considered that will make houses more user-friendly for all, but especially for those who are elderly or have difficulty managing certain features of the residence, such as lighting, heavy original garage doors, fencing, and entry mechanisms.

While these guidelines do not cover internal changes, there are many websites and organizations that can offer suggestions about making your house more user-friendly (or accessible), such as placement of electrical sockets, positioning of storage, reduced height of bathroom and kitchen features, etc.
With regard to external features, a major concern is to provide ways of avoiding stairs by building temporary ramps or lifts.

Historic steps, foundations, and features should not be damaged or endangered by construction of a ramp or lift. Ideally, ramps or lifts should be screened from public view, perhaps by tasteful plantings, and located on the side and rear facades of the house when feasible.

Another concern is ensuring the safe use of stairs by the addition of railings. When adding railings to already-existing stone stairs, anchor the railing in the ground or on the porch without drilling holes in the stone, if possible. Any damage to stone steps, such as drilled holes, could cause water infiltration and cracking and thus should be avoided.

All modifications for the purposes of accessibility and safety should comply with the requirements set out by the various city, county, and federal building codes that govern safety and accessibility, including the requirements of the Americans with Disabilities Act.

6.0 Relocation and Demolition

The purpose of a local historic district is to preserve and protect the buildings, settings, and places of architectural and historical significance to a neighborhood or community. This makes it inappropriate to remove structures that have been listed as contributing to a district.

Most construction within the University Courts Historic District took place between 1920 and the 1940s. The houses that had already been built in the area were carefully worked into the fabric of the new community. Along with their more modern brethren, these older homes create a district rich in architectural diversity.

Preservation Goals for Relocation and Demolition

To protect the contributing homes and structures that together constitute the historic district.

To preserve the historic context and value of the district by discouraging the relocation of its contributing structures.

Things to Consider as You Plan

The replacement of demolished or relocated structures should follow the guidelines provided in Section 5.1, Additions and New Construction, except for the situation presented below in the fourth bullet of the second guideline.

Preservation in the University Courts Historic District extends to architectural features other than just the principal structure. Since demolition and relocation can affect all aspects of a property and the surrounding area, a COA to remove a structure or feature does not apply to the entire property. When planning your project, make sure to include mature trees and other features, like historic garages, walls, fences, sculptures, and cisterns, when presenting your plan to the BHPC. See Sections 3.1 through 3.6 in Neighborhood Site and Setting for more information.

Refer to Section 2.0, Historic Preservation and Sustainability, under Environmental Health to find more information on the topic of sustainability and demolition.

Guidelines for Relocation and Demolition

A Certificate of Appropriateness (COA) is required for the following bolded, numbered items. The bullet points that follow each numbered item give some examples the BHPC may consider valid reasons to grant a demolition or relocation. The condition of a building or structure resulting from neglect shall not be considered grounds for demolition.

I. Relocation, either within or outside the district, of primary, secondary, and accessory structures, including contributing walls and fences.

- Relocation is necessary to allow development that, in the Commission's opinion, is of greater significance to the preservation of the district than is retention of the structure in its original location.
- Any relocated structure should be compatible with the contributing architecture surrounding its new site relative to style, setting, scale, and era.
- Upon further consideration by the Commission, the historic or architectural significance of the structure is such that it does not contribute to the historic character of the district.

II. Demolition of all primary, secondary, and accessory structures, including contributing walls and fences.

- The structure poses an immediate and substantial threat to public safety as interpreted from the state of deterioration, disrepair, or structural instability.
- Upon further consideration by the Commission, the historic or architectural significance of the structure is such that it does not contribute to the historic character of the district.
- The demolition is necessary to allow development that, in the Commission's opinion, is of greater significance to the preservation of the district than is retention of the structure, or portion thereof, for which demolition is sought.
- The structure is accidentally damaged by storm, tornado, fire, flood, or other natural disaster. In this case, it may be rebuilt to its former configuration and materials without regard to these guidelines if work is commenced within 6 months.
- The structure or property cannot be put to any reasonable economically beneficial use without the approval of the demolition.

7.0 Appendices
7.1 Glossary of Terms

Alley - A public right-of-way owned by the city, usually providing rear access to parking or utility easements.
Improved alley: A secondary public thoroughfare either paved or graveled.
Unimproved alley: An alley that appears on plat maps but is unimproved and is still owned by the city,
Vacated alley: An alley that is no longer owned by the city and that has been sold or given to private owners.

Bloomington Historic Preservation Commission- This statutory commission is charged with the preservation of historic buildings, structures, sites, and objects within the city limits.

Certificate of Appropriateness (COA)- An authorization by the Historic Preservation Commission to be attached to the building permit when work occurs in historic and conservation districts.

Building Classification-
Outstanding: The "O" rating means that the property has sufficient historic or architectural significance that it is already listed, or is eligible for individual listing, in the National Register of Historic Places. Outstanding resources can be of local, state, or national importance.
Notable: A rating of "N" means that the property does not merit the outstanding rating, but it is still above average in its importance. A notable structure may be eligible for the National Register.
Contributing: A "C" rating means the property is at least forty years old, but does not meet the criteria for an "O" or "N" rating. Such resources are important to the density or continuity of the area's historic fabric. Contributing structures can be listed on the National Register only as part of a historic district.
Non-contributing: Property rated "NC" is not included in an inventory unless it is located within the boundaries of a historic district. Such properties may be less than fifty years old, or they may be older structures that have been altered in such a way that they have lost their historic character, or they may be otherwise incompatible with their historic surroundings. These properties are not eligible for the National Register.

Element and Feature- These two words are often used interchangeably in this document but usually a feature (porch) is made up of several elements (rails, materials, brackets, pillars, etc.).

Facade - The exterior wall of a building.
Primary facade: An exterior wall facing a primary street, frequently including the main entrance to a building and its most elaborate structural features.
Secondary facade: is a building side of lesser importance that can face either a secondary street or an alley.

Historic Districts-

Local Historic District: A single site or group of resources that requires design review and approval for all exterior changes including demolition.

Conservation District: Resources that require review for new construction, demolition, or relocation. A conservation district may elevate to a full historic district by the vote of its owners after three years.

National Register of Historic Places-A compilation of buildings with historic and/or architectural value sufficient to be recognized on a national list. It does not provide protection against demolition or design changes, unless the changes are funded with federal money.

State Register of Historic Places- A compilation of historic buildings recognized by the state of Indiana. It does not provide protection against changes or demolition unless accomplished with state funds.

Indiana Historic Sites and Structures Inventory- A continually updated list of properties that are deemed architecturally or historically significant to the community.

In-Kind- Using exactly matching materials in the repair of a feature.

Invasive Species- Non-native plants or animals that proliferate and overwhelm a local ecology.

Muntins- Wood or metal elements that separate and hold panes of glass in a window.

Replacement inkind- Repairs that do not visibly change the materials or appearance of a historic building or site.

Repair- Bringing a feature or an object back to its original character using like or visually similar materials.

Setback- Distance from an adjacent lot line.

Spalling- Flaking stone or masonry caused by the freezing and thawing of moisture in the surface of the stone.

Terneplate or Terne-coated steel- Metal that is also referred to as "tin" and can still be purchased at most roofing supply stores.

Visible from the public right-of-way- Visible from either streets or alleys. Fences and greenery can change and are therefore not considered an impediment to architectural review.

7.2 Helpful Web Sites for Project Planning and Restoration Resources

Windows and Energy Efficiency: http://chicagoconservationcorps.org/blog/weatherization/education/windows-and-heat-loss/

Secretary of the Interior's Standards for Rehabilitation: http://www.nps.gov/hps/tps/standguide/

Technical Information on Indiana Limestone: http://www.indianalimestonecompany.com/technical-data/

Preservation Briefs: Technical Information on Materials, Construction and Repair from the National Park Service (by topic)

http://www.nps.gov/tps/how-to-preserve/briefs.htm

Bloomington Tree Care Manual: http://issuu.com/bloomingtonparks/docs/tree_care_manual_2nd_edition_feb_2012

Secretary of the Interior's Guidelines for Sustainability: http://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf

7.3 Procedures for Guidelines Changes

Modifications to the University Courts Historic District (UCHD) guidelines are likely to become necessary over time for a wide variety of reasons, such as changes to state and federal statutes, development of new technologies, and flaws in the current guidelines that only become apparent over years of implementation. This section presents procedures for reviewing the guidelines and adopting changes.

Mandatory Ten-Year Review

Any owner may petition the Old Northeast Neighborhood Association (ONE), if they feel that a guideline from this document should be changed. They may request a review of the guideline which will be conducted by the following process:

1.) The owner will submit a written request for review to the ONE, and make a presenation to that group.

2.) Members of the ONE will vote on the change(s) at a subsequent meeting, noticed by the Association. If the vote of the membership at a duly noticed meeting sustains the proposed change, then it will be forwarded to the Bloomington Historic Preservation Commission.

3.) The Bloomington Historic Preservation Commission will vote on the guideline change at their next regular meeting. The resuults will be forwarded back to the ONE for publication.and a revised draft guidelines and report will be made available.

7.4 Procedures for the Design Guidelines

The President of the ONE will appoint members of the the Design Subcommittee. This Subcommittee will rmake timely reviews of applications for certificates of appropriatenss in the University Courts Historic District. They will send their recommendations to the Bloomington Historic Preservation Commission, which will consider them in their deliberations.

7.4 Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

For more information and assistance with this process call the Housing and Neighborhood Development office of the City of Bloomington at 349-3507

A Certificate of Appropriateness application form is available at Bloomington.in.gov/certificate_of_appropriateness

Special thanks to the Raleigh Historic Districts Commission for permission to use the
Design Guidelines for Raleigh Historic Districts

Funding for the printing of these guidelines was provided in part by the City of Bloomington's Housing and Neighborhood Development Department Small and Simple Grant program