

APPLICATION FORM
Historic Designation
Historic Preservation Commission of the City of Bloomington

Case Number: _____

Date Filed: _____

Date of Commission Hearing: _____

Request: Conservation or Historic District: _____

Address of proposed district or description of boundaries:

Petitioner's Name: _____

Petitioner's Address: _____ **Phone Number:** _____

Owner's Name: _____

Owner's Address: _____ **Phone Number:** _____

Preparer's Name: _____

Preparer's Address: _____ **Phone Number:** _____

Instructions to Petitioners

The petitioner must attend a preliminary meeting with the staff of the Bloomington Historic Preservation Commission in the Housing and Neighborhood Department during which the petitioner will be advised as to the appropriateness of the designation. **Petitioner, at the time of filing, must present a list of property owners and adjacent property owners to the Commission.** Notice, by first class mail must be postmarked 10 days before the public hearing at which the action is taken. Upon receiving a complete application, the Commission will appoint an Ad Hoc Historic District Committee. If the petitioner is other than the Historic Commission or the district larger than one structure and its accessory buildings, then the Committee will appoint property owners within the proposed district and the Common Council member in that jurisdiction to a special committee which will coordinate required public meetings concerning the designation. The Ad Hoc Committee will determine if secondary and primary areas will be assigned to the district and will categorize each building on the basis of merit.

A vote will be taken at the next regular meeting of the Bloomington Historic Preservation Commission after appropriate educational meetings have taken place. The Commission meets every other Thursday at 5:00 P.M. in the McCloskey Room of Showers City Hall on Morton Street. The petitioner or his designee must attend the scheduled meeting in order to answer any questions or supply supporting materials. If you feel uncertain of the merits of designation, you also have the right to attend a preliminary hearing, which will allow you to discuss the proposal with the Commission before the hearing during which action is taken. Action by the Commission must occur within ninety days of the filing date, unless a preliminary hearing is requested.

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

1. A legal description of the proposed district.
2. Provide photographs of the structure(s) proposed for designation. If the district contains several structures, provide a representative sampling.
3. Provide a zoning map and a geographic information system map showing the proposed boundaries of the district. This material may be obtained from staff.
4. Provide copies of any listing on a state or national registry or historic survey information pertinent to the property(s).
5. If the designation is proposed on grounds other than architectural significance, supply evidence of the historic linkages described. Such evidence as deed transfers, Sanborn maps, City Directories and Atlases, written histories, when available, or oral histories may be used.

An historic district must be ruled to meet one of two following criteria by the Historic Preservation Commission:

Historic:

- a) Has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state, nation; or is associated with a person who played a significant role in local, state, or national history; or
- b) Is the sight of an historic event; or
- c) Exemplifies the cultural, political, economical, social, or historical heritage of the community.

Architecturally worthy:

- a) Embodies distinguishing characteristics of an architectural or engineering type; or
- b) Is the work of a designer whose individual work has significantly influenced the development of the community; or
- c) Is the work of a designer of such prominence that such work gains its value from the designer's reputation; or
- d) Contains elements of design. Detail, materials, or craftsmanship which represents a significant innovation; or
- e) Contains any architectural style, detail or element in danger of being lost; or

