



**AGENDA  
REGULAR SESSION  
HISTORIC PRESERVATION COMMISSION  
BLOOMINGTON POLICE DEPARTMENT, OSBORN ROOM  
305 S. EAST STREET, BLOOMINGTON, IL 61701  
THURSDAY, APRIL 21, 2022, 5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT

Individuals wishing to provide emailed public comment must email comments to [publiccomment@cityblm.org](mailto:publiccomment@cityblm.org) at least 15 minutes before the start of the meeting. Individuals wishing to speak in-person may register at [www.cityblm.org/register](http://www.cityblm.org/register) at least 5 minutes before the start of the meeting.

4. MINUTES

Review and approval of the minutes of the March 17, 2022 Historic Preservation Commission meeting.

5. REGULAR AGENDA

- A. **BHP-10-22** Consideration, review and action on a petition submitted by Bradley & Erin Carmean for a Certificate of Appropriateness for a fence on the property located at 1009 E Jefferson St (PIN: 21-03-304-009), Davis-Jefferson Historic District, Italianate Style, c. 1873, (Ward 4).
- B. **BHP-11-22** Consideration, review and action on a petition submitted by Tom & Jan Harrell for a Certificate of Appropriateness for window replacement on the property located at 304 E Walnut St (PIN: 21-04-202-013), Franklin Square Historic District, Georgian Revival Style, c. 1933, (Ward 4).
- C. **BHP-12-22** Consideration, review and action on a petition submitted by Kim Jackson for a Certificate of Appropriateness for roof replacement on the property located at 408 E Walnut St (PIN: 21-04-203-015), Franklin Square Historic District, c. 1885, (Ward 4).
- D. **BHP-13-22** Consideration, review and action on a petition submitted by Howard & Debra Rodgers for a Certificate of Appropriateness for porch repairs on the property located at 510 S Mason Ave (PIN: 21-04-362-010), c. 1853, (Ward 6).
- E. **BHP-14-22** Consideration, review and action on a request submitted by Howard & Debra Rodgers for a Funk Grant in the amount of \$1,140.00 for porch repairs on the property located at 510 S Mason Ave (PIN:21-04-362-010), c. 1853 (Ward 6).

**6. OLD BUSINESS**

Updates Regarding Historic Preservation Plan.

**7. NEW BUSINESS**

Review of Rust Grant Guidelines.

**8. ADJOURNMENT**



**DRAFT**  
**MINUTES**

**PUBLISHED BY THE AUTHORITY OF THE HISTORIC PRESERVATION COMMISSION OF  
BLOOMINGTON, ILLINOIS  
REGULAR MEETING  
BLOOMINGTON POLICE STATION, OSBORN ROOM  
305 S EAST STREET, BLOOMINGTON, IL 61701  
THURSDAY, MARCH 17, 2022 5:00 P.M.**

The Historic Preservation Commission convened in regular session in-person in the Osborn Room of the Bloomington Police Station at 5:08 p.m., Thursday, March 17, 2022.

The meeting was called to order by Chair Scharnett.

**ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Mr. Paul Scharnett	Chair	Present
Mr. Greg Koos	Vice Chair	Present
Ms. Georgene Chissell	Commissioner	Present
Ms. Sherry Graehling	Commissioner	Present
Ms. Dawn Peters	Commissioner	Absent
Mr. John Elterich	Commissioner	Present
Mr. George Boyle	Assistant Corporate Counsel	Present
Ms. Kimberly Smith	Assistant Economic & Community Development Director	Present
Ms. Alissa Pemberton	Assistant City Planner	Present
Mr. Jon Branham	City Planner	Present

**PUBLIC COMMENT**

No public comment.

**MINUTES**

The Commission reviewed the minutes of the December 16, 2021 Historic Preservation Commission meetings. Minor corrections were noted. A motion was made to accept the minute as amended. The motion was seconded. All were in favor. Commissioner Peters abstained from the vote.

## REGULAR AGENDA

- A. BHP-01-22 Consideration, review and action on a petition submitted by Vicki James for a Certificate of Appropriateness for repairs to the roof tiles on the property located at 1301 N Clinton Boulevard (PIN:14-33-479-019), White Place Historic District, Craftsman / Prairie Style, c. 1914, (Ward 4).**

Mr. Branham provided an introduction and background on the application.

Ms. Vicki James, applicant, provided additional background. She stated the repairs were necessary due to leaks in the roof.

The Commission discussed aspects of the application, including details regarding the soffit and watershield.

Ms. Graehling motioned to accept the findings of fact as presented by staff and approve the Certificate of Appropriateness as submitted. Ms. Chissell seconded. All were in favor. (6-0)

- B. BHP-02-22 Consideration, review and action on a petition submitted by Vicki James for a Funk Grant in the amount of \$3,365.00 for repairs to the roof tiles on the property located at 1301 N Clinton Boulevard (PIN:14-33-479-019), White Place Historic District, Craftsman / Prairie Style, c. 1914, (Ward 4).**

Mr. Branham provided an introduction and background on the application.

Ms. James stated additional work may be considered and the exact amount may change as the roof tiles are removed.

Mr. Brad Williams, contractor for the applicant, added perspective on the project.

The Commission discussed the application. They agreed the work total should not exceed \$5,000.00, the maximum grant amount.

Ms. Graehling motioned to accept the findings of fact as presented by staff and award the Funk Grant not to exceed \$5,000.00. Ms. Chissell seconded. All were in favor. (6-0)

- C. BHP-03-22 Consideration, review and action on a petition submitted by Melanie Appel for a Certificate of Appropriateness for repairs to the windows on the property located at 703 E Grove Street (PIN:21-04-440-014), East Grove Historic District, Victorian Style, c. 1886, (Ward 1).**

Mr. Branham provided an introduction and background on the application.

Mr. Williams, contractor for the applicant, provided additional background on the application and provided additional photos of the kitchen windows.

Commissioner Koos inquired about asbestos that may be within the siding of the residence. Mr. Williams stated any asbestos would not be disrupted.



Chair Scharnett requested the photos be added to the record as Exhibit A.

Ms. Graehling motioned to accept the findings of fact as presented by staff and approve the Certificate of Appropriateness as submitted. Mr. Elterich seconded. All were in favor. (6-0)

**D. BHP-04-22 Consideration, review and action on a petition submitted by Melanie Appel for a Funk Grant in the amount of \$1,686.88 for repairs to the windows on the property located at 703 E Grove Street (PIN:21-04-440-014), East Grove Historic District, Victorian Style, c. 1886, (Ward 1).**

Mr. Branham provided an introduction and background on the application.

Mr. Williams stated he was there to represent the applicant, who could not attend, on the item reviewed in the last case.

Ms. Graehling motioned to accept the findings of fact as presented by staff and award the Funk Grant in the amount requested. Ms. Chissell seconded. All were in favor. (6-0)

**E. BHP-05-22 Consideration, review and action on a petition submitted by Green Building LLC for a Rust Grant in the amount of \$25,000.00 for tuckpointing repairs on the property located at 115 E Monroe Street (PIN:21-04-196-006), (Ward 4).**

Mr. Branham provided an introduction and background on the application.

Mr. Bobby Vericella, representing the applicant, provided additional background. He stated he was representing all the remaining petitions on the agenda.

Chair Scharnett inquired about applicants submitting a third bid if they may be involved in building ownership. The Commission and the City Attorney discussed the item.

The City Attorney reviewed the current Rust Grant Guidelines, which requires two bids and allows an applicant to act as his own contractor if applicant is owner of company regularly doing business as a building contractor. He stated the Commission may request additional information, but an amendment would likely be required to change the Guidelines.

The Commission discussed the amount remaining in the current fiscal year budget. Mr. Branham provided updates figures.

The Commission further discussed details of the application.

Mr. Koos motioned to accept the findings of fact as presented by staff and award the Funk Grant in the amount requested. Ms. Chissell seconded. All were in favor. (6-0)

**F. BHP-06-22 Consideration, review and action on a petition submitted by RJV Property for a Rust Grant in the amount of \$23,181.00 for exterior painting and repairs on the property located at 413 N Main Street (PIN:21-04-189-005), (Ward 4).**

Mr. Branham provided an introduction and background on the application.

Mr. Vericella provided additional details about the project.

The Commission discussed details of the application, including the types of paint being proposed, and paint breathability.

Ms. Chissell commended Mr. Vericella for his work in the downtown area.

Ms. Graehling motioned to accept the findings of fact as presented by staff and award the Funk Grant in the amount requested. Ms. Peters seconded. All were in favor. (6-0)

**G. BHP-07-22 Consideration, review and action on a petition submitted by 414 N Main Street, LLC for a Rust Grant in the amount of \$16,794.88 for tuckpointing repairs on the property located at 414 N Main Street (PIN:21-04-188-014) (Ward 6).**

Mr. Branham provided an introduction and background on the application.

Mr. Vericella provided additional details about the project.

Chair Scharnett inquired if a structural engineer had reviewed the project. Mr. Vericella said no but could have it reviewed, if needed. Chair Scarnett stated it could affect design and was required for life-safety purposes.

The Commission further discussed details of the application, including the brick replacement.

Mr. Koos motioned to accept the findings of fact, subject to the review/approval of the project by a qualified structural engineer, that the brick relay be completed in the existing manner, and award the Funk Grant in the amount requested. Ms. Chissell seconded. All were in favor. (6-0)

**H. BHP-08-22 Consideration, review and action on a petition submitted by Drew Barnett for a Rust Grant in the amount of \$7,358.00 for awning replacement on the property located at 406-410 N Main Street (PIN:21-04-188-022) (Ward 6).**

Mr. Branham provided an introduction and background on the application.

Mr. Vericella provided additional details about the project. He stated the existing retractable awning will be maintained and repaired.

The Commission discussed the application. Mr. Koos stated the awning was popular downtown from the 1910s-1960s. He added the project would be an improvement.

Mr. Koos motioned to accept the findings of fact as presented by staff and award the Funk Grant in the amount requested. Mr. Graehling seconded. All were in favor. (6-0)

**I. BHP-09-22 Consideration, review and action on a petition submitted by Stan Thompson for a Rust Grant in the amount of \$13,492.00 for awning replacement on the property located at 102 W Washington Street (PIN:21-04-338-006) (Ward 6).**

DRAFT

MEETING MINUTES

PUBLISHED BY THE AUTHORITY OF THE HISTORIC PRESERVATION COMMISSION OF BLOOMINGTON, ILLINOIS

THURSDAY, MARCH 17, 2022

Page | 4

Mr. Branham provided an introduction and background on the application.

Mr. Vericella provided additional background on the project.

The Commission discussed the application. They discussed the existing awning system and business advertising. They agreed the awning was not historic in relation to the building. They stated something more traditional should be considered. They suggested two non-connected linear awnings for each side of the building and providing space for a hanging sign above the door.

Mr. Koos motioned to not accept the findings of fact as presented by staff and not award the Funk Grant in the amount requested. He encouraged the applicant to work with City staff and return in the next fiscal year with an awning project which addressed the items raised by the Commission. Mr. Graehling seconded. All were in favor. Ms. Peters abstained. (5-0)

## **OLD BUSINESS**

### **Updates Regarding Historic Preservation Plan**

Chairperson Scharnett stated he received further guidance from the City regarding the Open Meetings Act and how it applies to communication in subcommittees.

The Commissioners provided updates on the various subcommittee themes and workplans.

Commissioner Koos left the meeting at 7:01pm.

## **NEW BUSINESS**

The Commission discussed grant funding budgets and parameters, particularly accessibility.

Chair Scharnett requested the Rust Grant Guidelines be placed on the next agenda. He suggested including contractor selection as a sub-item.

## **ADJOURNMENT**

Ms. Graehling motioned to adjourn. Ms. Chissell seconded. All were in favor. The meeting was adjourned at 7:13 PM.



## HISTORIC PRESERVATION COMMISSION

---

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**CASE NO:** BHP-10-22, Certificate of Appropriateness (COA)  
**REQUEST:** Consideration, review and action on a petition submitted by Bradley & Erin Carmean for a Certificate of Appropriateness for a fence at the property located at 1009 E Jefferson Street (PIN:21-03-304-009), Davis-Jefferson Historic District, Italianate Style (variation), c. 1873, (Ward 4).

---



**Above:** The subject property at 1009 E Jefferson Street

### PROPERTY INFORMATION

**Subject property:** 1009 E Jefferson Street  
**Applicant:** Bradley & Erin Carmean  
**Existing Zoning:** R-1C Single Family Residence District with S-4 Historic Overlay  
**Existing Land Use:** Single-family home  
**Property Size:** 90' x 140' (12,600 square feet)  
**PIN:** 21-03-304-009

## HISTORICAL INFORMATION

Year Built: c. 1873  
Architectural Style: Italianate Style (variation)  
Architect: Unknown  
Historic District: Davis-Jefferson

## SURROUNDING ZONING AND LAND USES

	Zoning	Land Uses
North	R-1B	1012 E Jefferson St (single family)
South	R-1C	1008 E Washington St (single family)
East	R-1C	1011 E Jefferson St (single family)
West	R-1C	1007 E Jefferson St (single family)

## PROJECT DESCRIPTION

### *Background:*

The applicant did not submit any historical background of the residence. The property is known as the David H. Perrigo House. It was constructed in 1873 and is located within the Davis-Jefferson Historic District.

### *Petitioner's request:*

The applicant is requesting a Certificate of Appropriateness to install a six-foot tall wooden fence to surround the rear yard at the property.

The City of Bloomington's Architectural Review Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing materials and repairing where possible.

Fences are not specifically identified by the Architectural Review Guidelines, but the scope of work proposed by the applicant complies with the general policies as outlined in the Guidelines.

## STANDARDS FOR REVIEW

For each Certificate of Appropriateness awarded, the Historic Preservation Commission shall be guided by the following general standards in addition to any design guidelines in the ordinance designating the landmark or historic district:

1. *Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.* No change is being made to the property's current use. **The standard is met.**
2. *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.* No changes to the distinctive architectural features of the home are proposed. **The standard is met.**
3. *All buildings, structures, and sites shall be recognized as products of their own times. Alterations that have no historical basis and that seek to create an earlier appearance*

*shall be discouraged.* The proposed work would not alter the earlier appearance of the building. **The standard is met.**

4. *Changes that may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.* No changes have occurred to the subject portion of the residence. **The standard is not applicable.**
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.* **The standard is not applicable.**
6. *Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.* **The standard is not applicable.**
7. *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.* **The standard is not applicable.**
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.* **The standard is not applicable.**
9. *Contemporary design for alteration and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood, or environment.* (Ordinance No. 2006-137, Section 44.11-5D) The proposed work does not substantially alter the material of the structure, whether in terms of historic or contemporary features. **The standard is met.**

#### **STAFF RECOMMENDATION**

Staff finds that the scope of work meets the general policies as presented in the Bloomington Architectural Review Guidelines and recommends approval of the Certificate of Appropriateness. Staff recommends that the Commission take the following actions:

Motion to establish standards are met.

Motion to approve the petition submitted by Bradley & Erin Carmean for a Certificate of Appropriateness for a fence at the property located at 1009 E Jefferson Street (PIN:21-03-304-009), Davis-Jefferson Historic District, Italianate Style, c. 1873, (Ward 4).

Respectfully submitted,  
Jon Branham

City Planner

Attachments:

- Petition for Certificate of Appropriateness
- Supplementary application materials



# Certificate of Appropriateness

City of Bloomington Historic Preservation Commission

## Criteria Checklist

Please be sure the following information is complete before submitting application

- Property is zoned S-4, Local Historic Preservation District
- Work on this project has not been started nor been completed
- The project complies with the City of Bloomington Architectural Review Guidelines
- For significant changes to buildings and/or property such as room additions, new buildings, or driveways include a scaled drawing depicting your lot, location of all building, structures, driveways, parking areas, and other improvements showing all dimensions
- Specifications as to the type, quantity, dimensions, and durability of the materials are described in the drawings or an associated narrative



## Application

**Property Address:** 1009 East Jefferson Street, Bloomington, IL 61701

**Historic District (if applicable):**

- Davis-Jefferson Historic District**
- Downtown Bloomington Historic District**
- East Grove Historic District**
- Franklin Square Historic District**
- North Roosevelt Ave Historic District**
- White Place Historic District**

**Year Built** 1873

**Architectural Style:** Italianate Style (variation)

Attached front view and aerial view of home

- attach photo of property front elevation here

**Proposed Restoration Work:** \_\_\_\_\_

**Detailed Description of Proposed Restoration Work:**

Please provide supporting documents:

Peerless Fence Group plans to instal 6' privacy fence as detailed in previous pages/pictures/drawings.

Fence will be wooden.

Approximately 194' length of 6' tall solid wood fence with two gates.

Picture of fence style included on next page.

Peerless estimates fence installation as early as 4/19/22 pending Historic Preservation Commission approval.

**Project Start Date:** See above

**Expected Project Completion Date:** See above

**Please attach the following information to the application.**

- Historic photos supporting the application (if available)**

**Applicant Name:** Bradley and Erin Carmean

**Applicant Address:** 1009 East Jefferson Street, Bloomington, IL 61701

**Phone:** 217-473-6988

**Email:** carmeanwedding2016@gmail.com

**Applicant Signature\* Date**

*Erin Carmean* 3/26/2022

---

Return to:

**Katie Simpson, City Planner**  
**City of Bloomington Economic & Community Development Department**  
**115 E. Washington St. Suite 201**  
**Bloomington, IL 61701**  
**Phone: (309) 434-2341**  
**Email: [ksimpson@cityblm.org](mailto:ksimpson@cityblm.org)**



Front View









Aerial View with Proposed Fence Outlined (Red)











923 Thor Drive  
 Bloomington, IL 61705  
 (309) 888-4338

MF 03-22-22 @ 4:30 pm

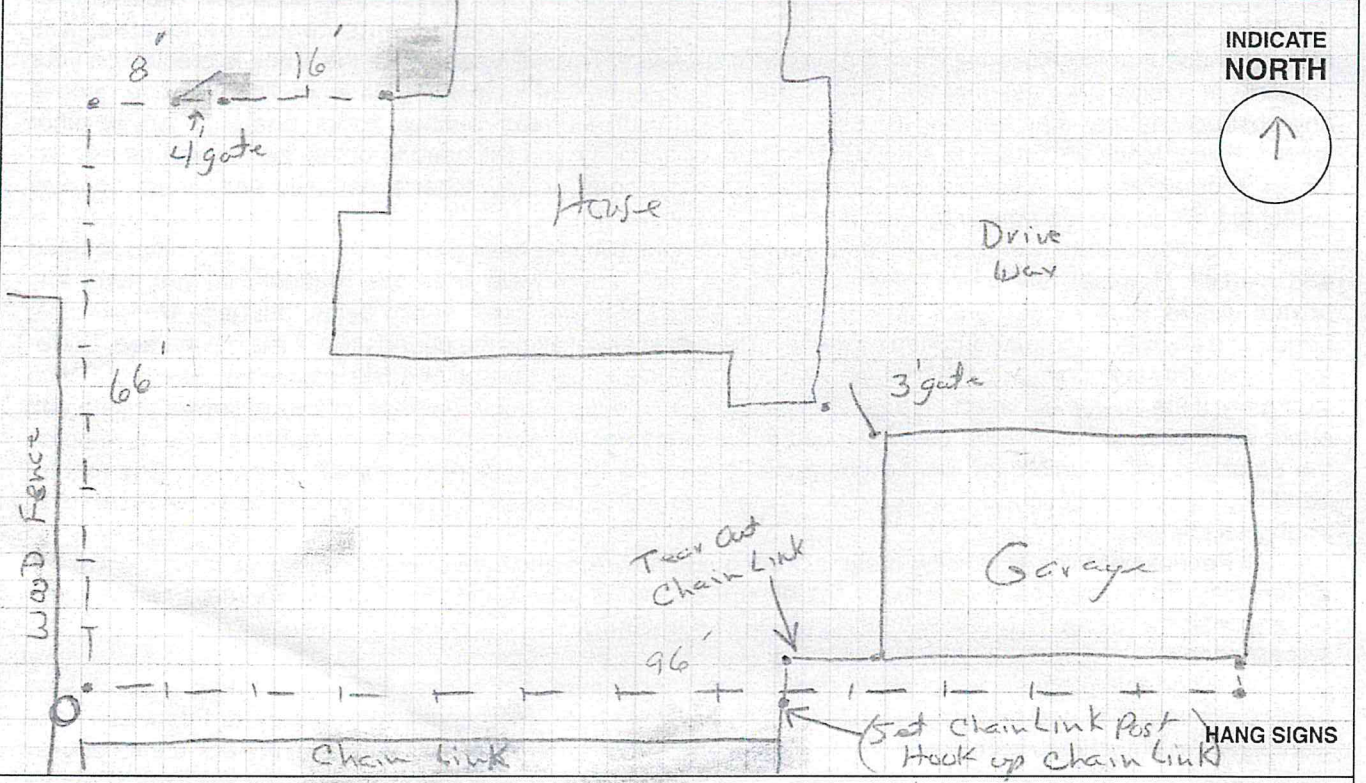
ESTIMATE VALID FOR 30 DAYS  
 OFFICE USE ONLY

Purchaser Brad + Erin Carmean  
 Address 1009 E Jefferson St.  
 City/State Bloomington, IL Zip 61701  
 Job Location \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State \_\_\_\_\_ Zip \_\_\_\_\_  
 Subdivision \_\_\_\_\_ County McLean Township \_\_\_\_\_  
 Section \_\_\_\_\_ 1/4 Section \_\_\_\_\_  
 Julie Locate \_\_\_\_\_ Cross Street \_\_\_\_\_

Lead Source \_\_\_\_\_  
 Project Manager \_\_\_\_\_  
 Proposal Date 03-22-22  
 New  Repair  
 Start Date 4-6 wks

Home # \_\_\_\_\_  
 Work # 309-530-8461 B  
 Cell # 217-473-6988 E  
 Fax # \_\_\_\_\_  
 Email broadcar7@yahoo.com

Detail with all reference points DIAGRAM Show line fence for each stretch  
 SYMBOLS FOR FENCE  - EXISTING TERM POST  - NEW TERM POST  - EXISTING FENCE  - NEW FENCE



**Under no circumstances** is Ifft Quality Fencing responsible for damages to private utilities (i.e. sprinkler systems, drain tiles, down spouts, sump lines, private gas, private electric, private water, and electric fences) and/or underground items not professionally located by J.U.L.I.E. or Digger companies.

These measurements are estimated. The final billing will be based on the actual footage of fencing built and the work performed.

Customer initials  \_\_\_\_\_ Date  \_\_\_\_\_

Changes **Foreman - Show any changes in red or re-sketch - THIS IS IMPORTANT!**

This contract contains a limited warranty on the reverse side.

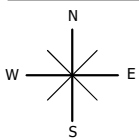
**Owner Responsibilities - Initial**

- Obtain permit and inspections - Initial
- Furnish plat of survey - Initial
- Locate iron pins - Initial
- Clear fence line - Initial
- Locate private utilities - Initial
- Contain animals - Initial
- Mark location for spoils - Initial Spread dirt
- Clear existing fence - Initial Peerless

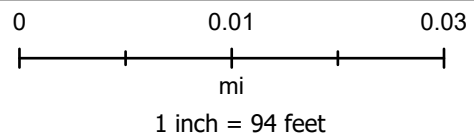
**Job Conditions**

- Y  N Fence tight to grade - Initial
- Y  N Fresh grade dirt - Initial \_\_\_\_\_
- Y  N New grass or sod - Initial \_\_\_\_\_
- Y  N Core drill - Initial \_\_\_\_\_
- Y  N Flange mounted - Initial \_\_\_\_\_
- Y  N Blacktop breaks - Initial \_\_\_\_\_
- Y  N Concrete breaks - Initial \_\_\_\_\_
- Y  N Concrete footings pulled - Initial \_\_\_\_\_





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.







## HISTORIC PRESERVATION COMMISSION

---

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**CASE NO:** BHP-11-22, Certificate of Appropriateness (COA)  
**REQUEST:** Consideration, review and action on a petition submitted by Tom & Jan Harrell for a Certificate of Appropriateness for window replacement at the property located at 304 E Walnut Street (PIN:21-04-202-013), Franklin Square Historic District, Georgian Revival Style, c. 1933, (Ward 4).

---



Above: The subject property at 304 E Walnut Street

### PROPERTY INFORMATION

Subject property: 304 E Walnut Street  
Applicant: Tom & Jan Harrell  
Existing Zoning: R-2 Single Family Residence District with S-4 Historic Overlay  
Existing Land Use: Single-family home  
Property Size: 50' x 150' (7,500 square feet)  
PIN: 21-04-202-013

## HISTORICAL INFORMATION

Year Built: c. 1933  
Architectural Style: Georgian Style  
Architect: Unknown  
Historic District: Franklin Square

## SURROUNDING ZONING AND LAND USES

	Zoning	Land Uses
North	R-2	1007 N Prairie St (single family)
South	P-2	Franklin Square Park (public)
East	R-2	306 E Walnut St (single family)
West	R-2	302 E Walnut St (single family)

## PROJECT DESCRIPTION

### *Background:*

The residence is known as the Marion McClure House and was constructed in 1933. The property is included in the Franklin Square Historic District.

### *Petitioner's request:*

The applicant is requesting a Certificate of Appropriateness to replace windows at the residence, including all windows on the front elevation and side bedroom windows on the second floor. All windows would maintain the same dimensions, style, and color (white). The windows would be wood with an aluminum clad exterior. Some windows at the rear of the residence will also be replaced. The applicant has submitted a narrative and brochure to further assist with details of the types of windows proposed.

The City of Bloomington's Architectural Review Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing materials and repairing where possible.

The scope of work proposed by the applicant complies with the Window Policies as outlined in the Architectural Review Guidelines.

## STANDARDS FOR REVIEW

For each Certificate of Appropriateness awarded, the Historic Preservation Commission shall be guided by the following general standards in addition to any design guidelines in the ordinance designating the landmark or historic district:

1. *Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.* No change is being made to the property's current use. **The standard is met.**
2. *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.* No changes to the distinctive architectural features of the home are proposed. The windows would maintain the same size and style as the original windows. **The standard is met.**

3. *All buildings, structures, and sites shall be recognized as products of their own times. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.* The proposed work would not alter the earlier appearance of the building. **The standard is met.**
4. *Changes that may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.* No changes have occurred to the subject portion of the residence. **The standard is not applicable.**
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.* The original windows will be closely duplicated, and some original windows will be maintained. **The standard is met.**
6. *Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.* The replacement windows should visually match the original windows. **The standard is met.**
7. *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.* **The standard is not applicable.**
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.* **The standard is not applicable.**
9. *Contemporary design for alteration and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood, or environment. (Ordinance No. 2006-137, Section 44.11-5D)* The proposed work does not substantially alter the material of the structure, whether in terms of historic or contemporary features. **The standard is met.**

#### **STAFF RECOMMENDATION**

Staff finds that the scope of work meets the Window Policies as presented in the Bloomington Architectural Review Guidelines and recommends approval of the Certificate of Appropriateness. Staff recommends that the Commission take the following actions:

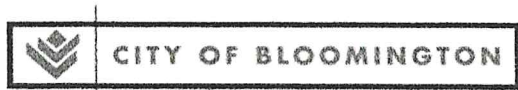
Motion to establish standards are met.

Motion to approve the petition submitted by Tom & Jan Harrell for a Certificate of Appropriateness for window replacement at the property located at 304 E Walnut Street (PIN:21-04-202-013), Franklin Square Historic District, Georgian Style, c. 1930, (Ward 4).

Respectfully submitted,  
Jon Branham  
City Planner

Attachments:

- Petition for Certificate of Appropriateness
- Supplementary application materials



# Certificate of Appropriateness

*City of Bloomington Historic Preservation Commission*

## Criteria Checklist

Please be sure the following information is complete before submitting application

- Property is zoned S-4, Local Historic Preservation District
- Work on this project has not been started nor been completed
- The project complies with the City of Bloomington Architectural Review Guidelines
- For significant changes to buildings and/or property such as room additions, new buildings, or driveways include a scaled drawing depicting your lot, location of all building, structures, driveways, parking areas, and other improvements showing all dimensions
- Specifications as to the type, quantity, dimensions, and durability of the materials are described in the drawings or an associated narrative

## Application

Property Address:

Historic District (if applicable):

- Davis-Jefferson Historic District
- Downtown Bloomington Historic District
- East Grove Historic District
- Franklin Square Historic District
- North Roosevelt Ave Historic District
- White Place Historic District

Year Built 1930

Architectural Style: Georgian



Proposed Restoration Work: Windows - need replacements



We purchased our 1930 Georgian Brick home in 1984. At that time, it had been a student rental for many years and was in a serious state of disrepair. We gutted and renovated the home while living in it until 1991. At that time, neighbors on both sides moved out and their homes became student rentals. We moved away and the home was again returned to a rental for Illinois Wesleyan students. Since the home sits between two homes that also have IWU students it takes a lot of wear and tear from the student market.

Attached is a picture taken in 1935 that was given to us by the McClure family who built the home. You can see that the home has maintained almost all of its original features. When we purchased the home the walk to the door had been reconfigured at some point. We returned it to the original state by filling in the walkway and returning the tile to the surface. The windows on the home are the original wood Colonial 6 over 6 lite double hung windows. There have been many attempts to repair the windows but all the weight ropes have rotted, the muntins have been broken, are worn down or are completely missing. As they are nearing their 100<sup>th</sup> birthday, they have lived a hard life. Trying to restore them would be similar to giving a 100-year-old man a hip and knee replacement. This well-built brick home could stand for another 100 years but the current windows would not last, even when restored. These original windows are single pane so they provide minimal insulation. In researching this issue, it looks like the only true solution is to put wood storm windows on the outside of the house which this house never had. This will negatively impact the original appearance of the windows in both a cosmetic and historic way. Without better insulation, the heating bills can run \$400.

We are proposing to put the architecturally correct windows on the front rooms of the home. This would be all front windows and both side bedroom windows on the second floor. (First floor windows on both sides are in perfect condition and will not be removed.) The windows we think would be most appropriate on the front of the home are the Pella Reserve with extruded grids which are approved for historic homes. These windows have an authentic look of true divided light. These also have the putty glaze profile that is historically accurate which provides a realistic shadow. These windows are wood with an aluminum clad exterior. In your criteria to replace windows outlined on page 6, this option will meet all of the guidelines in criteria a through e. Section F1 states that first floor must be wood. Pella can make them without the cladding so they are all wood, however, we believe that the first and second floor should have the same windows. We are hoping that the Pella Reserve window with this quality would be acceptable for both levels. Pella also steers customers away from wood windows as they do not last as long and as I said previously, this house could last another 100 years. The windows should too.

The windows on the rear rooms of the home, which are not visible from the street, will also maintain the original configuration with double hung 6 over 6 windows, however, the muntins will be interior. When we were given permission to build our garage, your commission gave approval for our garage to not be historically correct - as it was not visible from the street. The second-floor center window above the entry will also maintain its integrity with two casement 6 lite Pella Reserve windows.

All windows will maintain the same dimensions, style and color (white) as the original windows. Our timeline would be to do it as soon as possible however, it will depend on the availability of these products.





1935  
McClure Family



Picture of  
restored walkway

**Project Start Date:** ASAP

**Expected Project Completion Date:** *Dependant on availability of the windows*

**Please attach the following information to the application.**

- Historic photos supporting the application (if available)**

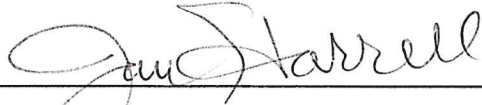
**Applicant Name:** Tom & Jan Harrell

**Applicant Address:** 1709 Sweetbriar Dr

**Phone:** (309) 275-5317

**Email:** jeharre@hotmail.com

**Applicant Signature\* Date**



3/15/22

Return to:

**Katie Simpson, City Planner**

**City of Bloomington Economic & Community Development Department**

**115 E. Washington St. Suite 201**

**Bloomington, IL 61701**

**Phone: (309) 434-2341**

**Email: ksimpson@cityblm.org**



# ACHIEVE YOUR VISION WITHOUT CONCESSIONS

---

## TAILOR-MADE SOLUTIONS

Partner with Pella. From preliminary drawings to installation, Pella's expert team of architects, engineers, drafters and consultants can work to deliver custom window and door solutions for your project.

---

## THROUGH-STILE CONSTRUCTION

Essential to the authenticity of traditional window making, historical accuracy is achieved by using through-stile construction and butt joinery.

---

## INTEGRATED ROLSCREEN®

Winner of the 2019 Most Innovative Window from *Window and Door Magazine*, the Integrated Rolscreen retractable screen provides a cleaner, more polished look. The Integrated Rolscreen is a double- and single-hung screen that appears when you open the window, and rolls away, out of sight, when you close it.







**PUTTY GLAZE PROFILE**  
Our putty profile with historically accurate angles provides a realistic shadow. Pella® Reserve™ products offer the industry's deepest sash dimension.

**AUTHENTIC LOOK OF TRUE DIVIDED LIGHT**  
Featuring the industry's only foam spacer solution, our Integral Light Technology® grilles help capture the look of true-divided-light without sacrificing energy performance.

**EXTRUDED ALUMINUM EXTERIORS**  
Pella Reserve products are available with extruded aluminum-clad exteriors for exceptional durability. Create a custom exterior color to meet your design needs or choose from 27 standard color options.





THE BEST OF BOTH WORLDS

The Integrated Rolscreen® is there when you need it and hidden when you don't. Stored safely inside the window when its closed the retractable screen gives a cleaner, more polished look and eliminates seasonal screen removal and storage.

# WHY CHOOSE PELLA® RESERVE™ – TRADITIONAL?

Revel in the authenticity and bring your design vision to life. Exuding the tenets of traditional designs, Pella Reserve products provide historical elements with uncompromised attention to detail.

---

## HISTORIC PUTTY PROFILE

Further your aesthetic with the putty profile, recreated with historically accurate angles – providing meaningful depth and a realistic shadow. Pella Reserve products offer the industry's deepest sash dimension.

---

## THROUGH-STILE CONSTRUCTION

Essential to the tradition of window making, butt joinery and through-stile construction create authentic proportions and emulate historic window design.

---

## INTEGRAL LIGHT TECHNOLOGY®

Featuring the industry's only foam spacer solution, Pella's Integral Light Technology helps capture the look of true-divided-light without sacrificing energy efficiency.

---

## AUTHENTIC HARDWARE

Complement your project with historically authentic spoon-lock window hardware. Our Antiek casement window hardware is inspired by period furniture to deliver authentic, traditional style. Add charm to patio doors with premium hardware created in collaboration with Baldwin®.

---



**Single-Hung Window**



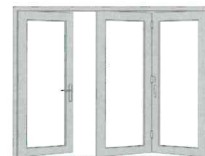
**Push-Out Casement Window**



**Sliding Patio Door**



**Hinged Patio Door**

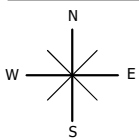


**Bifold Patio Door**

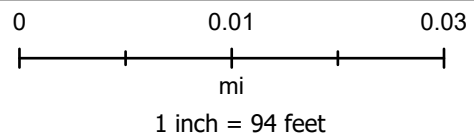


**Multi-Slide Patio Door**





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.







## HISTORIC PRESERVATION COMMISSION

---

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**CASE NO:** BHP-12-22, Certificate of Appropriateness (COA)  
**REQUEST:** Consideration, review and action on a petition submitted by Kim Jackson for a Certificate of Appropriateness for roof replacement at the property located at 408 E Walnut Street (PIN:21-04-203-015), Franklin Square Historic District, c. 1885, (Ward 4).

---



**Above:** The subject property at 408 E Walnut Street

### PROPERTY INFORMATION

Subject property: 408 E Walnut Street  
Applicant: Kim Jackson  
Existing Zoning: R-2 Single Family Residence District with S-4 Historic Overlay  
Existing Land Use: Single-family home  
Property Size: 50' x 150' (7,500 square feet)  
PIN: 21-04-203-015



## HISTORICAL INFORMATION

Year Built: c. 1885  
Architectural Style: Unknown  
Architect: Unknown  
Historic District: Franklin Square

## SURROUNDING ZONING AND LAND USES

	Zoning	Land Uses
North	R-2	1006 Mclean St (single family)
South	P-2	Franklin Square Park (public)
East	R-2	410 E Walnut St (single family)
West	R-2	406 E Walnut St (single family)

## PROJECT DESCRIPTION

### *Background:*

The residence is known as the Lucinda Huling House and was constructed in 1885. It is included in the Franklin Square Historic District.

### *Petitioner's request:*

The applicant is requesting a Certificate of Appropriateness to replace the roof of the residence. The work on this project has already been completed, as a permit was issued in error. The applicant has indicated the same type of shingles were utilized (Certainteed Landmark Moire Black asphalt shingles).

The City of Bloomington's Architectural Review Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing materials and repairing where possible.

The scope of work proposed by the applicant complies with the Roofing Policies as outlined in the Architectural Review Guidelines.

## STANDARDS FOR REVIEW

For each Certificate of Appropriateness awarded, the Historic Preservation Commission shall be guided by the following general standards in addition to any design guidelines in the ordinance designating the landmark or historic district:

1. *Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.* No change is being made to the property's current use. **The standard is met.**
2. *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.* No changes to the distinctive architectural features of the home are proposed. The applicant has indicated that the roof tiles were replaced with a similar type and style. **The standard is met.**
3. *All buildings, structures, and sites shall be recognized as products of their own times. Alterations that have no historical basis and that seek to create an earlier appearance*

*shall be discouraged.* The proposed work does not alter the earlier appearance of the building. **The standard is met.**

4. *Changes that may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.* No changes have occurred to the subject portion of the residence. **The standard is not applicable.**
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.* The style of the roof shingles has not changed. **The standard is met.**
6. *Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.* Any original details have been retained, repaired if possible, and duplicated when damaged beyond repair. No other architectural details have been altered. **The standard is met.**
7. *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.* **The standard is not applicable.**
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.* **The standard is not applicable.**
9. *Contemporary design for alteration and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood, or environment.* (Ordinance No. 2006-137, Section 44.11-5D) The proposed work does not substantially alter the material of the structure, whether in terms of historic or contemporary features. **The standard is met.**

#### **STAFF RECOMMENDATION**

Staff finds that the scope of work meets the Roofing Policies as presented in the Bloomington Architectural Review Guidelines and recommends approval of the Certificate of Appropriateness. Staff recommends that the Commission take the following actions:

Motion to establish standards are met.

Motion to approve the petition submitted by Kim Jackson for a Certificate of Appropriateness for roof replacement at the property located at 408 E Walnut Street (PIN:21-04-203-015), Franklin Square Historic District, c. 1885, (Ward 4).

Respectfully submitted,

Jon Branham  
City Planner

Attachments:

- Petition for Certificate of Appropriateness
- Supplementary application materials



# Certificate of Appropriateness

City of Bloomington Historic Preservation Commission

## Criteria Checklist

Please be sure the following information is complete before submitting application

- Property is zoned S-4, Local Historic Preservation District
- Work on this project has not been started nor been completed
- The project complies with the City of Bloomington Architectural Review Guidelines
- For significant changes to buildings and/or property such as room additions, new buildings, or driveways include a scaled drawing depicting your lot, location of all building, structures, driveways, parking areas, and other improvements showing all dimensions
- Specifications as to the type, quantity, dimensions, and durability of the materials are described in the drawings or an associated narrative

## Application

Property Address: \_\_\_\_\_

Historic District (if applicable):

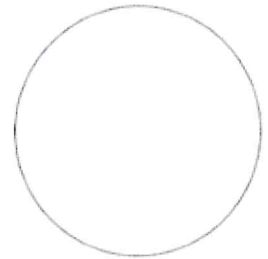
- Davis-Jefferson Historic District
- Downtown Bloomington Historic District
- East Grove Historic District
- Franklin Square Historic District
- North Roosevelt Ave Historic District
- White Place Historic District

Year Built: \_\_\_\_\_

Architectural Style: \_\_\_\_\_

attach photo of property front elevation here

Proposed Restoration Work: \_\_\_\_\_



**Detailed Description of Proposed Restoration Work:**

Please provide supporting documents:

Tear off and replace roof with same type of shingles.

---


Project Start Date: **ASAP** Expected Project Completion Date: **5 days after start**

Please attach the following information to the application.

Historic photos supporting the application (if available)

Applicant Name: TJ's Roofing  
Applicant Address: 9428 Bucks Road  
Phone: 309-706-0252  
Email: Tjsroofing82@yahoo.com

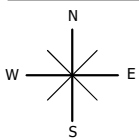
Applicant Signature Date

 3/14/22

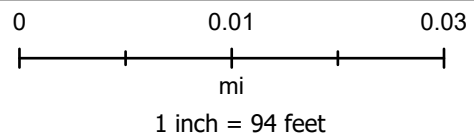
Return to:

Katie Simpson, City Planner  
City of Bloomington Economic & Community Development Department  
115 E. Washington St. Suite 201  
Bloomington, IL 61701  
Phone: (309) 434-2341  
Email: [ksimpson@cityblm.org](mailto:ksimpson@cityblm.org)





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.







## HISTORIC PRESERVATION COMMISSION

---

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**CASE NO:** BHP-13-22, Certificate of Appropriateness (COA)  
**REQUEST:** Consideration, review and action on a petition submitted by Howard & Debra Rodgers for a Certificate of Appropriateness for repairs to the porch for the property located at 510 S Mason Street (PIN:21-04-362-010), c. 1853, (Ward 6).

---



**Above:** The subject property at 510 S Mason Street

### PROPERTY INFORMATION

Subject property: 510 S Mason Street  
Applicant: Howard & Debra Rodgers  
Existing Zoning: R-2 Residence District with S-4 Historic Overlay  
Existing Land Use: Single-family home  
Property Size: 75' x 150' (11,700 square feet)  
PIN: 21-04-362-010

## HISTORICAL INFORMATION

Year Built: c. 1853  
Architectural Style: Unknown  
Architect: Unknown  
Historic District: None

## SURROUNDING ZONING AND LAND USES

	Zoning	Land Uses
North	R-2	506 S Mason St (single family)
South	R-2	608 W Mill St (single family)
East	R-2	601 W Mill St (single family)
West	P-2	602 W Jackson St (school)

## PROJECT DESCRIPTION

### *Background:*

The applicant did not provide any historical background of the residence. The residence was constructed in 1853.

### *Petitioner's request:*

The applicant is requesting a Certificate of Appropriateness to repair the porch over the front portion of the residence. The applicant has indicated they will replace 25 porch floorboards, replace the skirt board under the flooring, and patch some areas around the bottom of columns.

The City of Bloomington's Architectural Review Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing materials and repairing where possible.

The scope of work proposed by the applicant complies with the Porch Policies as outlined in the Architectural Review Guidelines.

## STANDARDS FOR REVIEW

For each Certificate of Appropriateness awarded, the Historic Preservation Commission shall be guided by the following general standards in addition to any design guidelines in the ordinance designating the landmark or historic district:

1. *Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.* No change is being made to the property's current use. **The standard is met.**
2. *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.* No changes to the distinctive architectural features of the home are proposed. The floor boards would be replaced with same quality of wood. All dimensions and colors would be consistent with original items. No other changes are proposed to the porch. **The standard is met.**

3. *All buildings, structures, and sites shall be recognized as products of their own times. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.* The proposed work does not alter the earlier appearance of the building. **The standard is met.**
4. *Changes that may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.* No changes have occurred to the subject portion of the residence. **The standard is not applicable.**
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.* Any original floorboards will be retained, repaired if possible, and duplicated when damaged beyond repair. There is no expansion to the porch area or other changes proposed at this time. **The standard is met.**
6. *Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.* Any floorboards will be retained, repaired if possible, and duplicated when damaged beyond repair. **The standard is met.**
7. *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.* **The standard is not applicable.**
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.* **The standard is not applicable.**
9. *Contemporary design for alteration and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood, or environment. (Ordinance No. 2006-137, Section 44.11-5D)* The proposed work does not substantially alter the material of the structure, whether in terms of historic or contemporary features. **The standard is met.**

#### **STAFF RECOMMENDATION**

Staff finds that the scope of work meets the Porch Policies as presented in the Bloomington Architectural Review Guidelines and recommends approval of the Certificate of Appropriateness. Staff recommends that the Commission take the following actions:

Motion to establish standards are met.



Motion to approve the petition submitted by Howard & Debra Rodgers for a Certificate of Appropriateness for repairs to the porch for the property located at 510 S Mason Street (PIN:21-04-362-010), c. 1853, (Ward 6).

Respectfully submitted,  
Jon Branham  
City Planner

Attachments:

- Petition for Certificate of Appropriateness
- Supplementary application materials



# Certificate of Appropriateness

City of Bloomington Historic Preservation Commission

## Criteria Checklist

Please be sure the following information is complete before submitting application

- Property is zoned S-4, Local Historic Preservation District
- Work on this project has not been started nor been completed
- The project complies with the City of Bloomington Architectural Review Guidelines
- For significant changes to buildings and/or property such as room additions, new buildings, or driveways include a scaled drawing depicting your lot, location of all building, structures, driveways, parking areas, and other improvements showing all dimensions
- Specifications as to the type, quantity, dimensions, and durability of the materials are described in the drawings or an associated narrative

**Detailed Description of Proposed Restoration Work:**

Please provide supporting documents:

Repair Porch floor Beards + Columns  
Brad William - Contractor

**Project Start Date:**

**Expected Project Completion Date:**

**Please attach the following information to the application.**

- Historic photos supporting the application (if available)**



## Application

Property Address:

Historic District (if applicable):

- Davis-Jefferson Historic District
- Downtown Bloomington Historic District
- East Grove Historic District
- Franklin Square Historic District
- North Roosevelt Ave Historic District
- White Place Historic District

Year Built 1853

Architectural Style: I-House

- attach photo of property front elevation here

Proposed Restoration Work: REPAIR & PAINT FRONT PORCH AND  
BACK PORCH (COLUMNS, FLOOR,  
BALUSTERS, BOTTOM  
RAILS)

Applicant Name: HOWARD & DEBRA RODGERI

Applicant Address: 510 S. MASON ST, BLOOMINGTON

Phone: 309/826-4144

Email: rodgersdl@icloud.com

**Applicant Signature\* Date**



---

Return to:

Katie Simpson, City Planner

City of Bloomington Economic & Community Development Department

115 E. Washington St. Suite 201

Bloomington, IL 61701

Phone: (309) 434-2341

Email: [ksimpson@cityblm.org](mailto:ksimpson@cityblm.org)

# PROPOSAL



## BRAD WILLIAMS CONSTRUCTION

Carpentry & Woodworking  
613 East Grove Street  
Bloomington, IL 61701  
Home ph: 309-828-1506  
Cell: 309-830-1706

Howard Rodgers  
510 S. Mason  
Bloomington, IL  
Rodgersfamily7@yahoo.com

Porch repairs

Phone: 309-826-4144

Date: 4-28-2021

- Replace 25 porch floor boards in several area (materials).....\$450.00
- Labor..... \$1,100.00
- Replace Skirt board under flooring (materials)..... \$ 150.00
- Labor.....\$ 350.00
- Patch some areas around bottom of columns (material).....\$ 30.00
- Labor..... \$ 200.00

**Flooring to be tongue & groove fir. Skirting to be cedar.**

**Painting not included.**

**Total for labor and materials: \$2,280.00**

This proposal is valid for 365 days.

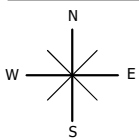
**Authorized signature:** \_\_\_\_\_

**Acceptance of Proposal:**

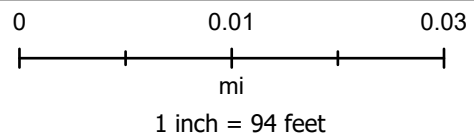
**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.





## HISTORIC PRESERVATION COMMISSION

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**CASE NO:** BHP-14-22, Funk Grant  
**REQUEST:** Consideration, review and action on a petition submitted by Howard & Debra Rodgers for a Funk Grant in the amount of \$1,140.00 for repairs to the porch for the property located at 510 S Mason Street (PIN:21-04-362-010), c. 1853, (Ward 6).

### PROPERTY INFORMATION

Subject property: 510 S Mason Street  
 Applicant: Howard & Debra Rodgers  
 Existing Zoning: R-2 Single Family Residence District with S-4 Historic Overlay  
 Existing Land Use: Single-family home  
 Property Size: 75' x 150' (11,700 square feet)  
 PIN: 21-04-362-010

### HISTORICAL INFORMATION

Year Built: c. 1853  
 Architectural Style: Unknown  
 Architect: Unknown  
 Historic District: None

### SURROUNDING ZONING AND LAND USES

	Zoning	Land Uses
North	R-2	506 S Mason St (single family)
South	R-2	608 W Mill St (single family)
East	R-2	601 W Mill St (single family)
West	P-2	602 W Jackson St (school)

### PROJECT DESCRIPTION

#### *Background:*

The applicant did not provide any historical background of the residence. The residence was constructed in 1853.

#### *Petitioner's request:*

The applicant is requesting a Funk Grant in the amount of \$1,140.00 for repairs to the porch at the front of the residence. Brad Williams Construction has been contracted to perform the work, estimated at \$2,280.00 total for labor and materials. As the structure is owner-occupied, the project does not require prevailing wage. The amount requested is an eligible expense under the Funk Grant Guidelines. This application is coupled with a Certificate of Appropriateness application which is required via the Funk Grant process.

The scope of work entails replacing 25 porch floorboards, replacing the skirt board under the flooring, and patching areas around the bottom of the columns. The homeowner is responsible for all painting once installed.

The City of Bloomington's Architectural Review Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing materials and repairing where possible.

The scope of work proposed by the applicant complies with much of the Roofing Policies as outlined in the Architectural Review Guidelines.

### STANDARDS FOR REVIEW

A project's eligibility for Funk Grant funding is determined by the following factors:

1. *Properties must be part of a locally designated S-4, Historic District to be eligible for funding under this program. **The standard is met.***
2. *The project for which the funding assistance is being requested must be an exterior preservation, restoration or rehabilitation project to:*
  - a. *The original structure,*
  - b. *Historically significant features of the property such as original fencing,*
  - c. *Architecturally compatible additions to the original structure, or*
  - d. *A historically significant or architecturally compatible auxiliary building to the primary structure such as carriage house.*

**The standard is met.**
3. *Roofing and Gutter Projects are eligible for consideration if: a. The project is a repair or replacement using historically accurate roofing materials such as slate or tile, or b. The project is a restoration or repair of historic, architectural features such as box or yankee gutters, or c. The project is a repair or replacement using modern materials which mimic historic materials in appearance, and increase durability and useful life. **The standard is met.***
4. *Exterior painting and/or staining projects are eligible for a maximum of one grant per every 10-year period regardless of how much the structure is to be painted or stained. (Note: painting, staining and related-tasks will be considered as a single project per property.) **The standard is not applicable.***
5. *Project expenses eligible for grant program funds include:*
  - a. *Professional architectural services,*
  - b. *Materials, and*
  - c. *Skilled labor. Grant recipients and their contractors must pay prevailing wage in accordance with all federal, state and local laws and all requirements of the Illinois Department of Labor except for owner-*



*occupied single-family residences and owner-occupied multi-family residences.*

- i. Sweat equity is not eligible for grant reimbursement. **No sweat equity will be funded.***
- ii. Labor costs below prevailing wage are not eligible for grant reimbursement. **Prevailing wage is not required.***

Limitations:

6. *No interior work is eligible for the grant. **No interior work is indicated or requested.***
7. *Grant requests for projects which have not followed appropriate protocol by first obtaining a Certificate of Appropriateness from the Bloomington Historic Preservation Commission are not eligible for a grant award. A Certificate of Appropriateness is being sought concurrently with this application (see BHP-13-22).*
8. *Grant requests for projects completed prior to the submission of a grant application will not be considered by the Bloomington Historic Preservation Commission for funding. Certificate of Appropriateness and Funk Grant applications must occur in same fiscal year. **The standard is not applicable.***
9. *Funding assistance is not available to exterior projects on:*
  - a. Significant additions to the original structure which are not architecturally compatible with the original structure.*
  - b. Non-historically significant auxiliary buildings.*
  - c. Non-historically significant features of the property such as fences, driveways and sidewalks.*
  - d. Landscaping.*

**The standard is met.**
10. *Repairs that are ordinary in nature, and do not require historically accurate materials such as an asphalt roof replacement, driveway, or sidewalk replacement are not eligible for grant awards. **The standard is not applicable.***
11. *Project expenses not eligible for grant program funds include:*
  - a. "Sweat equity" labor provided by the applicant, the owner, or any other non-skilled laborer cannot be charged against the grant. **No sweat equity will be funded.***
  - b. Labor expenses below prevailing wages for the type of work performed except for owner-occupied single-family residences and owner-occupied multi-family residences. **Prevailing wage is not required.***

**STAFF RECOMMENDATION**

Staff finds that the scope of work meets the Porch Policies as presented in the Bloomington Architectural Review Guidelines and recommends approval of the Funk Grant. Staff recommends that the Commission take the following actions:

Motion to establish standards are met.

Motion to approve the petition submitted by Howard & Debra Rodgers for a Funk Grant in the amount of \$1,140.00 for repairs to the porch for the property located at 510 S Mason Street (PIN:21-04-362-010), c. 1853, (Ward 6).

Respectfully submitted,  
Jon Branham  
City Planner

Attachments:

- Funk Grant application
- Supplementary application materials



# EUGENE D. FUNK JR. GRANT APPLICATION

## City of Bloomington Historic Preservation Commission

The program provides funding for up to 50% of the total cost of eligible exterior projects, with a maximum grant amount of \$5,000 per project.

### ELIGIBILITY

If your project does not meet all of the factors listed below, it is ineligible for Funk Grant funding:

- Property is zoned S-4, Local Historic Preservation District
- The project is an **exterior** preservation, restoration or rehabilitation project to:
  - The original structure, or;
  - Historically significant features of the property such as original fencing, or;
  - Architecturally compatible additions to the original structure, or;
  - A historically significant or architecturally compatible auxiliary building to the primary structure such as a carriage house
- A Certificate of Appropriateness application has also been submitted for this project
- Work on this project has not been started nor been completed
- The project complies with the City of Bloomington Architectural Review Guidelines

Funding assistance is not available to exterior projects on:

- Significant additions to the original structure which are not architecturally compatible with the original structure.
- Non-historically significant auxiliary buildings.
- Non-historically significant features of the property such as fences, driveways and sidewalks.
- Landscaping



## APPLICATION

**Property Address:** 510 S Mason St. Bloomington IL

**Historic District (if applicable):**

- Davis-Jefferson Historic District
- Downtown Bloomington Historic District
- East Grove Historic District
- Franklin Square Historic District
- North Roosevelt Ave Historic District
- White Place Historic District

**Year Built** 1853

**Architectural Style:** I Home

**Cost of Proposed Work:** 2500.00

**Grant Amount Requested:** Eligibility

- attach photo of property front elevation here

I have applied or am applying for a Certificate of Appropriateness

**Proposed Restoration Work:** Fix damage on front porch

**Detailed Description of Proposed Restoration Work:**

Please provide supporting documents: Photos and documentation on separate attachment.

**Project Start Date:** Per Approval

**Expected Project Completion Date:** 8/01/2022

**Please attach the following information to the application.**

- Detailed budget of project**
- Copy of Certificate of Appropriateness or Application for a Certificate of Appropriateness**

✔ **Historic photos supporting the application (if available)**

**Applicant Name:** Howard & Debra Rodgers

**Applicant Address:** 510 S Mason St

**Phone:** 309/826-4144

**Email:** rodgersfamily7@yahoo.com

**Applicant Signature\* Date**

eSigned via BeamtecsDocu.com  
  
Key: b520190758e451a2de900082b09a442

---

**RETURN TO:**

**City of Bloomington Economic & Community Development**

**115 E. Washington St. Suite 201**

**Bloomington, IL 61701**

**Phone: (309) 434-2341**

**Email: [ksampson@cityofblt.org](mailto:ksampson@cityofblt.org)**



# PROPOSAL



## BRAD WILLIAMS CONSTRUCTION

Carpentry & Woodworking  
613 East Grove Street  
Bloomington, IL 61701  
Home ph: 309-828-1506  
Cell: 309-830-1706

Howard Rodgers  
510 S. Mason  
Bloomington, IL  
Rodgersfamily7@yahoo.com

Porch repairs

Phone: 309-826-4144

Date: 4-28-2021

- Replace 25 porch floor boards in several area (materials).....\$450.00
- Labor..... \$1,100.00
- Replace Skirt board under flooring (materials)..... \$ 150.00
- Labor.....\$ 350.00
- Patch some areas around bottom of columns (material).....\$ 30.00
- Labor..... \$ 200.00

**Flooring to be tongue & groove fir. Skirting to be cedar.**

**Painting not included.**

**Total for labor and materials: \$2,280.00**

This proposal is valid for 365 days.

**Authorized signature:** \_\_\_\_\_

**Acceptance of Proposal:**

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_



## HISTORIC PRESERVATION COMMISSION

---

**TO:** City of Bloomington Historic Preservation Commission  
**FROM:** Economic & Community Development Department  
**DATE:** April 21, 2022  
**REQUEST:** Review of Rust Grant Guidelines

---

### BACKGROUND

At the May 17, 2021 Committee of the Whole meeting, and the June 14, 2021 City Council meeting, there was discussion regarding creating an initiative to increase coverage of the Rust Grant to further incentivize participation (see attached meeting minutes). Also discussed were initiatives to increase interest of Rust Grants for accessibility improvements.

At the March 17, 2022 Historic Preservation Commission meeting, the Commission discussed other aspects of the Rust Grant Guidelines, including contractor bid requirements.

Staff has also identified minor changes and updates to the Guidelines.

The Commission should discuss and review the Guidelines so that staff may draft changes to present back to the Commission and eventually present to City Council as potential amendments to the Guidelines.

#### Attachment:

- Rust Grant Guidelines
- Committee of the Whole - May 17, 2021 meeting minutes, page 7
- City Council - June 14, 2021 meeting minutes, page 5-6

ii. Discussion regarding a Council Initiative submitted by Council Member Ward to direct City staff to research and develop a Rust Fund resolution as directed, as requested by the City Council.

Council Members Mathy and Emig recused themselves at 8:21 p.m in case their buildings became recipients of the Rust funds.

Council Member Ward stated that the Initiative aimed to increase interest in the use of Rust grants for accessibility improvements. She noted that, historically, there had been minimal use of the grant's funds and hoped the Initiative would generate more applications.

Council Member Ward made a motion, seconded by Council Member Boelen, to have the initiative placed on a future City Council agenda for further consideration or action.

Mayor Mwilambwe directed the Clerk to call the roll, which resulted in the following:

**AYES:** Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler

**RECUSED:** Mathy, Emig

**Motion carried.**

Council Members Mathy and Emig returned to the meeting at 8:22 p.m.

**City Manager's Report (5 minutes)**

City Manager Gleason highlighted upcoming events in the Downtown area and expressed appreciation of staff for the ribbon cutting at the grand opening of The City Services Hub. He explained that The Hub was represented by multiple City departments and welcomed Council and the community to stop by to check it out. He ended by thanking the Chamber of Commerce for providing the ribbon cutting ceremony.

Mayor Mwilambwe echoed appreciation to the Council Members who attended the ribbon cutting.

**Executive Session - Cite Section**

No Executive Session was held.

**Adjournment**

Council Member Boelen made a motion, seconded by Council Member Becker, that the meeting be adjourned.


**Motion carried (viva voce).**

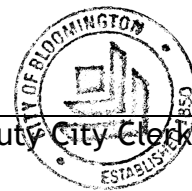
The meeting adjourned at 8:22 p.m.

**CITY OF BLOOMINGTON**

  
Mboka Mwilambwe, Mayor

**ATTEST**

  
Amanda Mohan, Deputy City Clerk



status since 2015. She stated that the Initiative set a deadline to present the ADA Transition Plan to Council and believed that community input, particularly the disability community, through a public hearing be made public before Council consideration. She expressed preference on a self-study of accessibility and target deadlines for implementation and then explained her motivation and urgency.

Council Member Crabill expressed support in the Initiative and in deadlines for implementation. He commented on an incident in Normal where Normal Police had difficulty communicating with two deaf individuals.

Council Member Crumpler expressed support in the Initiative. He believed that community input was needed and encouraged benchmarks in the plan to encourage progress.

Mayor Mwilambwe asked City Manager Gleason if he had the direction, time, and resources needed for a self-study and moving the ADA Transition Plan forward. Mr. Gleason believed that staff had appropriate direction.

Council Member Becker expressed interest in a breakdown of all monies, grants, and contributions and how it would fit within the current budget.

**Council Member Boelen made a motion, seconded by Council Member Ward, that staff be provided direction on and directed to draft an updated recommendation for an ADA (Americans with Disabilities Act) Accessibility Transition Plan.**

**Mayor Mwilambwe directed the Clerk to call the roll, which resulted in the following:**

**AYES:** Mathy, Boelen, Montney, Emig, Becker, Carrillo, Ward, Crabill, Crumpler

**Motion carried.**

*The following item was presented:*

Item 9.B. Consideration and action on Council Member Ward's Initiative to direct City staff to research and develop a Rust Fund Resolution, as requested by the City Council.

Council Member Mathy and Emig recused themselves as they both are affiliated with buildings that may receive funds from the Rust Grant Funds.

Council Member Ward explained that the Initiative was to increase City funding from 50% to 75% in an effort to incentivize businesses to participate. She hoped that federal funding would cover the remaining 25% of the costs. She requested that staff prepare a proposal on how the program would work.

Council Member Boelen asked for an explanation on the Rust Grant. City Manager Gleason stated that the Rust Grant was an endowment distributed by the Historic Preservation Commission.

Council Member Crumpler asked whether the Rust Grant targeted building exteriors for accessibility repairs or if funds could also be used for accessibility of interiors. Council Member Ward responded that she believed Rust Grants only targeted exteriors.

City Manager Gleason added to his earlier funding source statement in that the Rust Grant came from Economic & Community Development's budget.

Council Member Boelen confirmed that funds were sourced from tax dollars and not an endowment.



Council Member Becker asked the limits on the grants.

Council Member Montney asked for additional details on costs and the 2015 analysis. She then requested that staff perform additional analysis on the City's ability to fund both cost share portions.

Council Member Boelen expressed support in the item, but requested that answers to Council's questions be provided before formal consideration.

Jeff Jurgens, Corporation Counsel, discussed the motion with Mayor Mwilambwe and Council Member Carrillo.

**Council Member Carrillo made a motion, seconded by Council Member Crumpler, that staff be provided direction on and directed to research and develop a Rust Fund Resolution.**

**Mayor Mwilambwe directed the Clerk to call the roll, which resulted in the following:**

**AYES:** Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler

**RECUSED:** Mathy, Emig

**Motion carried.**

Council Members Mathy and Emig returned at 6:53p.m.

*The following item was presented:*

Item 9.C. Consideration and potential action regarding Ordinance 2020-18, An Ordinance Declaring a Local Emergency Due to the COVID-19 Virus & Enacting Various Emergency Measures, as requested by the Legal Department.

No recommended changes were presented.

City Manager Gleason informed Council of an upcoming item to repeal the Executive Orders at the June 28, 2021 Council meeting.

#### **City Manager's Discussion**

City Manager Gleason highlighted upcoming events at Miller Park Zoo and in Downtown Bloomington. He then recognized staff for their work on the design and implementation of the new City of Bloomington sign at the corner of Veteran's Parkway and Empire Street (Route 9).

#### **Mayor's Discussion**

Mayor Mwilambwe reminded the community of upcoming virtual Juneteenth festivities and expressed excitement for Illinois moving into Phase 5 of the Governor's Restore Illinois plan. He reminded the community to continue to be vigilant against COVID-19 and encouraged getting the COVID-19 vaccine. He complimented the recent First Friday events in Downtown Bloomington and encouraged attendance at the upcoming Miller Park Zoo expansion press conference.

#### **Council Member's Discussion**

---

# HARRIETT FULLER RUST FACADE PROGRAM

## APPLICATION GUIDELINES

The City of Bloomington has committed itself to the continued revitalization of its central business district. This commitment manifests itself in implementation of the Downtown Bloomington Vision and Strategic Plan, the intent of which is to define specific strategies and initiatives that would promote and sustain the recent investment and revitalization activity that has already turned the downtown around. A vital component to the success of this redevelopment effort is the involvement of private property owners. The City hopes to encourage private investment in commercial buildings of the area through a program which offers financial incentives to businesses to improve the appearance, safety, structural integrity and quality of their storefronts and buildings as a whole.

## BACKGROUND

This grant program is named after Harriet Fuller Rust, in recognition of her many contributions to the community. Many Bloomington area organizations have benefited from Mrs. Rust's time and energy over the years. She served with many community service organizations including 37 years on the United Way of McLean County board of directors, as a board member and president of Victory Hall Home for Boys, the Advisory Council to the Bloomington Board of Education, Illinois Shakespeare Society Vice President, Illinois Wesleyan University President's Club, president, and the McLean County Historical Society board of directors. Mrs. Rust's can-do spirit was seen in the aftermath of a fire that damaged the McLean County Historical Society in 1972 and participated in raising \$320,000 to develop a new museum facility. As board president, she accomplished the library material preservation program, led the museum into national accreditation and supported the project to convert the Old Courthouse building to house the museum. Mrs. Rust is the recipient of many awards, including: the city of Bloomington's "Preservationist of the Year Award" (1995) and "Illinois Museum Trustee of the Year" (1998).

The City of Bloomington allocates money in the General Fund each fiscal year, which is May 1 to April 30, for the Harriet Fuller Rust Facade Program. ***These grants are provided to property or business owners in the target area in recognition of the positive impact that individual facade renovations can have on the overall appearance and quality of their storefronts.*** In addition, the City recognizes that the structural integrity of the facade and base structure that affects the facade can greatly impact the long-term sustainability of the central business district.

## TARGET AREA

A map indicating the program's target area is presented as Exhibit A. The building for which assistance through the facade program is sought must be located in the target area.

## TYPE OF ASSISTANCE

Property owners or business owners can receive grants up to 50% of the total cost of qualified facade rehabilitation, repair or restoration, and/or structural work, with a **maximum grant** amount of **\$25,000** per project or **\$50,000** per project for a building the Historic Preservation Commission determines is in an extreme and dangerous state of disrepair. ***Only one (1) grant per fiscal year is allowed per building regardless of the number of property or business owners for such building. Any one applicant may request up to two (2) grants per year but the grants must be for separate buildings.***

The total grant amount as limited above may be increased up to an additional \$20,000 to pay for documented costs associated with a structural inspection(s), analysis and reporting of a building to determine its safety and structural integrity. This additional \$20,000 is to be used only to pay for such inspection(s), analysis and reporting and not for any improvements or changes to the building or site, however such costs will be funded at 100 percent and are not limited to the 50 percent rule described above.

**It is not the purpose of the program to finance ongoing improvements which may be considered part of the building's regular maintenance. Each eligible improvement will be funded by the program only once every fifteen (15) years. However, the applicant may present the project in phases with completion scheduled within two years. Each phase shall involve improvements not included in any other phase of the project. Reimbursement may then be approved for each phase. Each phase requires a separate application and funding in each fiscal year.**

### CRITERIA USED FOR GRANT APPROVAL

The grant program is administered by the Bloomington Historic Preservation Commission. Preference will be given to structures of architectural or historic significance as determined by the Commission. Properties lacking architectural or historic significance may be deemed eligible for the program if proposed changes will create a facade typical of the time period in which the building was constructed.

Approval is contingent upon the Historic Preservation Commission finding that the grant application is in substantial compliance with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

The Historic Preservation Commission reserves the right to deny any grant application, based upon the applicant failing to demonstrate the proposed project will be in accordance with the City of Bloomington Preservation Plan and the City of Bloomington Zoning Ordinance.

In reviewing the grant applications, the Historic Preservation Commission will prioritize the following criteria:

1. Preserving a historic property.
2. Restoring a historic property.
3. Preserving a non-historic property.
4. Restoring a non-historic property.
5. Maintenance of a historic property.
6. Maintenance of a non-historic property.

Recipients of any historic preservation program funds must agree to observe all applicable federal, state and local laws pertaining to the use of grant funds, including prevailing wage. See the State of Illinois's web site at <http://www.state.il.us/agency/idol/RATES/RATES.HTM>

### OWNERSHIP

Eligible applicants may be the owner of a building or a business in the target area. Business owners who are tenants of a building for which improvements are planned must provide written consent from the building owner for all proposed improvements. The tenant applicant must have a least a five-year lease at the location in order to apply under the program.

Commercial buildings are those with commercial or office uses, at least on part of the first floor. Residential, commercial and office uses are allowed above the main floor. Properties whose partial or entire use was residential on all of the first floor on the date this program came into existence, shall be eligible for the grants as determined

on a case by case basis.

## ELIGIBLE IMPROVEMENTS

The Harriet Fuller Rust Façade Program is geared to facade improvements ranging from minor repairs and painting to complete facade renovation and structural improvements needed to prevent the facade from safety failures.

Eligible improvements include, but are not limited to:

- Exterior improvements: brick cleaning and tuck pointing, window restoration, painting, signs, window display area remodeling, exterior lighting, window and/or door replacement, awnings, restoration or original architectural features and other improvements visible from the street and have a positive appearance of the building..
- Although these grants will have a primary emphasis on facade and storefronts, the grants may also be used for non-facade work where the facade, and the building as a whole, are in a dangerous or severe state of disrepair. Examples of the non- facade work include but are not limited to repairs or replacements of roofs, elimination of sidewalk vaults, chimney, foundations and other structural components, drainage systems, and tuck pointing.
- Detailed architectural design work
- Structural inspection, analysis and reporting of a building to determine its safety and structural integrity by a licensed architect and/or structural engineer.
- Asbestos and lead paint removal.
- Permanent exterior accommodations as needed to enhance the accessible means of egress of the building.

## INELIGIBLE IMPROVEMENTS

The following improvements are ineligible under the Harriet Fuller Rust Façade Program:

- Substantial reconstruction unless the work is needed to maintain the integrity of the building as determined by the Historic Preservation Commission.
- Building expansion.
- Interior remodeling (except window display areas).
- Nonstructural interior work.
- Sandblasting and high-pressure water blasting of brick will not be funded under the program nor will the program participate in any project which includes sandblasting and high-pressure water blasting. Sandblasting and high-pressure water blasting will not be funded because of the destructive nature of such blasting.
- Purchase of furnishings, equipment, or other personal property which does not become a part of the real estate.
- Incomplete projects from previous fiscal year grants.
- Improvements completed or in progress prior to application for the grant.
- "Sweat equity" labor provided by the applicant, the owner, or any other non-skilled laborer cannot be charged against this grant.

**Note the applicant and his or her contractors must pay prevailing wages and are required to submit documentation substantiating such.**



## APPLICATION PROCESS AND ADMINISTRATIVE PROCEDURES

- A. The property or business owner may meet with the Downtown Bloomington Association (DBA), the City Building Inspector and the City Planner to review conceptual plans for a building.
- B. The Harriet Fuller Rust Façade Grant application must be filed in the Community Development Department on the form provided by the Bloomington Historic Preservation Commission. The Commission will attempt to act upon a grant request within forty-five (45) days from the date that it is received by the City Planner. However, the Commission may request additional information from the applicant or delay final action on the grant request for other reasons including the need for more detailed drawings or specifications. If more applications are received than current funding levels will allow, the Bloomington Historic Preservation Commission reserves the right to prioritize the applications on the basis of the historical significance of the building and site, the, the extent of the work, the level of private funding and the relative impact of the proposed improvements on the area.
- C. The restoration or historic rehabilitation project must be completed in accordance with the Secretary of the Interior's Standards for Rehabilitation.
- D. All application materials shall include a design plan, an outline work specification prepared by an architect selected by the applicant, and at least two (2) estimates for the project. **All contractors and subcontractors retained shall pay laborers, workers and mechanics no less than the current prevailing rate of wagers (consisting of hourly cash wages plus fringe benefits) for work of similar character in McLean County as covered under the Prevailing Wage Act.** The architect selected by the applicant will prepare a design plan and an outline work specification after on-site inspections and personal interviews with the applicant have been conducted by the architect.
- E. After the design and outline specifications are completed and submitted, the applicant may meet with the Downtown Bloomington Association, the City Planner, and the City Building Inspector to discuss the proposed improvements and cost estimates.
- F. The applicant may then choose one of the following courses of action: 1) the applicant may elect to revise the design plan and possibly delay the application review or 2) proceed without revisions for the review by the Historic Preservation Commission 3) withdraw from the program at this time.
- G. The Historic Preservation Commission meets on the third Thursday of each month. The application must be submitted at least three (3) weeks ahead a regularly scheduled meeting of the Historic Preservation Commission and in accordance with the approved deadlines. Only complete applications will proceed with a grant review.
- H. Then the City Planner will forward the application along with any staff comments to the Historic Preservation Commission.
- I. The Bloomington Historic Preservation Commission will review the grant request at its next regularly scheduled meeting after the application is received by the City of Economic and Community Development Department . However, the Commission may request additional information from the applicant or delay final action on the grant request for other reasons. If more detailed drawings or specifications are required, the applicant has the following options: 1) the applicant may retain the services of the architect who

prepared the design plan, or 2) the applicant may choose to hire a different architect of his or her own choice.

- J. The applicant shall notify the City Planner as to the contractor selected, and the anticipated date of construction. The applicant may not serve as his/her own contractor except in those instances where the applicant is an owner or partner in a company regularly doing business as a building contractor and in the opinion of the Bloomington Historic Preservation Commission such company has the capacity and skill to perform the proposed improvements.
- K. **Required building permits must be obtained before work begins.** Questions regarding permit requirements should be directed to the City's Economic and Community Development Department (Building Safety Division).
- L. After all necessary permits have been issued, work may proceed. All change orders must be approved by the City Planner in writing and may be referred to the Preservation Commission for additional review.
- M. **The restoration or historic rehabilitation project must be completed within one (1) year from the date of the Bloomington Historic Preservation Commission meeting in which the grant is awarded or the grant will automatically be revoked.** The Commission reserves the right to allow a reasonable extension of this time limit upon receiving a written request from the applicant to do so.
- N. After project completion documents, including copies of all bills, receipts, prevailing wage statements and cancelled checks associated with restoration or historic rehabilitation project shall be submitted by the applicant to the City Planner for approval by the City Council prior to the release of any funds. In addition, such documents shall include evidence that such project has received a final inspection and approval from the City's Economic and Community Development Department. The project must be 100% complete and the Building Inspector shall make a final on-site inspection of such completed project prior to the release of any grant funds for such project.
- O. If all of the requirements listed above are satisfied, a check will be issued by the City of Bloomington, Illinois only for the amount approved by the Bloomington Historic Preservation Commission or for a lesser amount if the actual costs are documented to be less than the original estimate.
- P. **NOTE:** payment will be issued only upon completion of all work items as originally approved. Major changes or elimination of certain items in the approved design plan must be approved by the Bloomington Historic Preservation Commission. Rust grant recipients have one year to complete their projects. After receiving an award the recipient should register as a vendor with the City of Bloomington on our [Vendor Self Service website](#) to get set up for reimbursement. Click here to view our [Registration Guide](#) to assist you in the registering process.

## DEFINITIONS

FACADE            The front or main face of a building or other exterior wall which is visible from a public street.

STOREFRONT    The front side of a store or store building abutting a public right-of-way.

## CORRESPONDENCE

City of Bloomington

City Planner

Economic and Community Development Department

115 E Washington Street, Suite 201

Bloomington, IL 61701

[planning@cityblm.org](mailto:planning@cityblm.org)

Phone: 309-434-2226

### APPENDIX A TARGET AREA MAP

