



**Historic Preservation Commission - Regular Session Agenda  
Community Room 1, 2<sup>nd</sup> Floor, Bloomington Public Library  
205 E. Olive St., Bloomington, IL 61701  
Thursday, March 19, 2026 - 5:00 PM**

**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 [cityblm.org/register](http://cityblm.org/register) at least 5 minutes before the start of the meeting.

**4. Consent Agenda**

Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda are listed and voted on separately.

- A. **Review and approval of the Minutes of the February 19, 2026, Regular Meeting of the Historic Preservation Commission, as requested by the Development Services Department.** (Recommended Motion: The Minutes be approved.)

**5. Regular Agenda**

- A. **BHP-05-26 - Consideration and action on a request submitted by Erin Carmean, for a Certificate of Appropriateness for an Accessory Structure (greenhouse), on the property located at 1009 E. Jefferson Street, PIN 21-03-304-009, as requested by the Development Services Department.** (Recommended Motion: Motion to approve, with or without conditions, the proposed scope of work for the requested Certificate of Appropriateness.)

**6. New Business**

**7. Adjournment**

Individuals with disabilities planning to attend the meeting who require reasonable accommodations to observe and/or participate, or who have questions about the accessibility of the meeting, should contact the City's ADA Coordinator at 309-434-2468 or [mhurt@cityblm.org](mailto:mhurt@cityblm.org).



**Consent Agenda Item No. 4.A.**

**For Historic Preservation Commission:** March 19, 2026

**Ward Impacted:** City Wide

**Subject:** Review and approval of the Minutes of the February 19, 2026, Regular Meeting of the Historic Preservation Commission, as requested by the Development Services Department.

**Recommended Motion:** The Minutes be approved.

**Strategic Plan:**

**Goal: Goal 1.** Financially Sound City Providing Quality Basic Services

**Objective: Objective 1c.** Engaged residents that are well informed and involved in an open governance process

**Background:** In compliance with the Open Meetings Act, Commission Minutes must be approved thirty (30) days after the meeting or at the second subsequent regular meeting whichever is later.

**Community Groups/Interested Persons Contacted:** N/A

**Financial Impact:** N/A

**Attachments:**

1. HPC Draft Minutes 2026-02-19



**Draft Minutes  
Historic Preservation Commission - Regular Session  
Thursday, February 19, 2026 - 5:00 PM**

The Historic Preservation Commission convened in regular session in Community Room 1 at the Bloomington Public Library at 5:04 PM. Vice Chair Scharnett called the meeting to order.

**Roll Call**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Mark Adams	Commissioner	Present
John Elterich	Commissioner	Present
Paul Scharnett	Commission Vice Chair	Present
Alan Lessoff	Commissioner	Present
Emma Meyer	Commissioner	Present
Sarah Lindenbaum	Commission Chair	Absent
Dawn Peters	Commissioner	Present

Staff Present: Marcus Ricci, Planner III; Alissa Pemberton, Planning Manager.

**Public Comment**

Mayor Dan Brady thanked the Commission for their service and expressed appreciation for their work in the community.

**Consent Agenda**

- A. **Review and approval of the Minutes of the November 20, 2025, Regular Meeting of the Historic Preservation Commission, as requested by the Development Services Department.**

**Commissioner Peters made a motion, seconded by Commissioner Elterich to approve the minutes from November 20, 2025, with the discussed correction.**

**AYES:** Lessoff; Elterich; Meyer; Adams; Scharnett; Peters

**Motion carried (viva voce).**

**Regular Agenda**

- A. **BHP-01-26 - Consideration and action on a request submitted by Diana Kreig, for a Certificate of Appropriateness for front porch restoration, on the property at 402 E. Grove Street, PIN 21-04-415-016.**

Ms. Pemberton presented the staff report, noting the background of the history, the proposed materials and construction details, and standards for review. She explained the porch was completely removed when the home was moved from the original location and the proposed scope of work is what remains to complete the restoration.

Vice Chair Scharnett opened the floor for public input.

**Diana Kreig**, property owner, provided additional background on the condition of the porch and the details of the project.

Vice Chair Scharnett inquired whether all of the structural elements appear intact; Ms. Kreig responded in the affirmative.

Scharnett asked whether there were any concerns related to moisture or ventilation in the porch roof. Ms. Kreig explained that they have had some trouble with carpenter bees and they will evaluate structure and impacts when the ceiling is open.

**Brad Williams**, Contactor, spoke in support of the project, noting the quality of prior restoration efforts on the property owner and award-winning character of the property.

Vice Chair Scharnett inquired whether there were any concerns for moisture related to the structure. Mr. Williams explained the stone base was ventilated; the ceiling does not have any indication of existing moisture issues and the material that will be used for replacement will be more durable than current material.

Vice Chair Scharnett explained concerns related to enclosing the cavity between the roof and the ceiling without installation of venting, particularly with nicer quality materials, recommending that core vents (or similar) be added to help protect the integrity of the work, long term. Mr. Williams was familiar with the product and usage and would consider incorporating it into the project. He elaborated on historic material usage and material usage planned for the restoration.

Vice Chair Scharnett closed the public input portion of the item.

Commissioner Lessoff and Vice Chair Scharnett discussed procedural issues.

**Commissioner Adams made a motion, seconded by Commissioner Elterich, to approve a Certificate of Appropriateness for front porch repair and restoration, as presented.**

**AYES:** Elterich; Meyer; Adams; Scharnett; Peters; Lessoff

**Motion passed.**

- B. **BHP-03-26 - Consideration and action on a request submitted by Diana Kreig, for a Funk Grant in the amount of \$2,795.00 for front porch restoration, on the property at 402 E. Grove Street, PIN 21-04-415-016.**

Ms. Kreig noted that her request was submitted prior to the other request on the agenda. Ms. Pemberton noted staff's recommendation for full funding, with reduced funding for the other project on the agenda due to prior grant allocations and project scopes.

**Commissioner Elterich made a motion, seconded by Commissioner Peters, to find that the project is eligible for a Funk Grant and to approve a grant of up to \$2,795.00.**

**AYES:** Lessoff; Elterich; Meyer; Adams; Scharnett; Peters

**Motion passed.**

**C. BHP-23-23 - Review, consideration, and possible action related to the continued or amended approval of the \$24,000 grant awarded in FY24, for tuckpointing and limestone windowsill replacement, at 208-210 N. Center Street.**

Ms. Pemberton explained the history of the grant funding and the project to-date, noting that work has been completed. The property owner (also the project manager) communicated the methods and materials for paint removal, tuckpointing, and repainting; the work does not comply with the conditions that were placed on the award. In order to comply with the conditions of the award much of the work would need to be redone.

Vice Chair Scharnett opened the floor for public input.

Ms. Pemberton noted that the property owner and current project manager were notified of the meeting and discussion.

No public input was provided.

Vice Chair Scharnett closed the floor for public input.

Vice Chair Scharnett discussed the importance of compliance with the conditions set by the Commission to the long-term integrity of the structure and protection of the historic materials.

Commissioner Peters inquired about the precedent for withdrawing funding. Ms. Pemberton stated there is not clear precedent; previously it appears purchase orders were just closed out without Commission input. She explained that the Commission has been more involved in administration in recent years—to the benefit of the grant program—and that she felt this warranted involvement. She noted that earlier in the year the Commission had voted to allocate any available funds associated with under-budget or incomplete/withdrawn projects to the Recycling Furniture for Families project that they were unable to fully fund, and that this funding could be feasibly assigned under that existing vote, with the Commission's concurrence.

Commissioner Peters asked whether there is any risk of legal action related to withdrawing the funding. Ms. Pemberton stated they did not fulfill the terms and conditions of their funding, and staff are comfortable withdrawing the award.

Commissioner Elterich asked whether staff had spoken with the applicant. Ms. Pemberton explained that the information on the methods and materials used was received from the applicant, that staff has communicated with them on multiple occasions related to the conditions of the grant, and that new applications for building permits had been submitted that also do not comply with the grant conditions.

The Commission and staff continued discussion on the current condition and status of the subject property. They discussed the importance of balancing incentivizing downtown development with not wanting to incentivize the destruction of historic buildings.

Commissioner Meyer asked Ms. Pemberton to clarify the existing vote in support of allocating any leftover funds to the Recycling Furniture for Families project. Ms. Pemberton discussed how Fiscal Years, roll-overs, encumbrances, and purchase orders work. Commissioner Elterich asked how much could still be awarded to the other project under the grant terms. Ms. Pemberton stated they could receive up to another \$25,000. The Commission and staff continued discussion on procedural items related to grant administration, current and future.

**Commissioner Peters made a motion, seconded by Commissioner Elterich, to withdraw the \$24,000 in Rust Grant funding associated with BHP-23-23, encourage the applicants to return for funding of future projects that can comply with the requirements, and reapply the \$24,000 to Recycling Furniture for Families under the existing motion and vote related to available Rust Grant funding.**

**AYES:** Lessoff; Elterich; Meyer; Adams; Scharnett; Peters

**Motion passed.**

- D. **BHP-14-25 - Review, consideration, and possible action related to approval for the transfer to a new owner of the \$17,800 Rust Grant awarded in FY26, for roof replacement, at 109 W. Mulberry Street.**

Ms. Pemberton explained that the project has been completed, according to requirements set in the grant, but the applicant has not yet paid the contractor so cannot submit for reimbursement. There is now a lien on the property related to the work and the property is for sale; that lien will roll over to any new owner. Staff recommends allowing the transfer of the grant award to a new owner to encourage continued maintenance and improvement of the property.

Commissioner Adams left at 5:34 PM.

Commissioner Peters asked whether there is a precedent for this type of action. Ms. Pemberton stated there is not, but expects to see similar requests in the future due to the increased recognition and use of the program, combined with increased interest in downtown development.

Vice Chair Scharnett opened the floor for public input.

No public input was provided.

Vice Chair Scharnett closed the floor for public input.

Commissioner Peters noted that she does not want to set a precedent for any grant to be rolled over to a new owner if the work has not been done; she does not want it to become a selling point. She would like the precedent to be that grants are only automatically rolled over for already-completed work.

The Commission discussed procedural issues. Future agenda items were identified.

**Commissioner Lessoff made a motion, seconded by Commissioner Peters, to allow transfer of the grant award to any new owner of the property, with the requirement that the same standards and conditions of the original grant will apply to such as well.**

**AYES:** Lessoff; Elterich; Meyer; Scharnett; Peters

**Motion passed.**

Staff and the Commission discussed the process for gaining approval and the possible benefits of allowing any unused funding to roll over from one fiscal year to the next. Ms. Pemberton noted that it is typically not a significant amount of funding, but might allow full funding of more projects, rather than having to cut \$500-1,000 from projects here and there.

**E. BHP-02-26 - Consideration, and action on a request submitted by Patricia Morin for a Certificate of Appropriateness for clay tile roof restoration on the east facet of the home, on the property at 1405 N. Clinton Boulevard, PIN 14-33-479-008.**

Ms. Pemberton presented the staff report, noting the background of the history, the proposed materials and construction details, and standards for review. She explained the project is a continuation of a project the Commission has funded previously and has the same methods and materials proposed.

The Commission and staff discussed tile restoration procedures and details of the project. Vice Chair Scharnett noted there is a small area of the roof that will remain in asphalt shingle and that it may not meet current building code standards, even if like-for-like replacement is allowed by historic standards. Ms. Pemberton stated she would recommend that the contractor review this area for code compliance prior to completing the project. She noted that the asphalt shingle replacement is outside the scope of what the Funk Grant would fund.

**Commissioner Peters made a motion, seconded by Commissioner Lessoff, to approve a Certificate of Appropriateness for clay tile roof restoration on the east facet of the home, as presented.**

**AYES:** Lessoff; Elterich; Meyer; Adams; Scharnett; Peters

**Motion passed.**

- F. **BHP-04-26 - Consideration and action on a request submitted by Patricia Morin, for a Funk Grant in the amount of \$7,500.00 for clay tile roof restoration on the east facet of the home, on the property at 1405 N. Clinton Blvd., PIN 14-33-479-008.**

Vice Chair Scharnett noted that the request is for \$7,500 but that only \$5,298.50 is remaining in the FY26 budget.

**Commissioner Peters made a motion, seconded by Commissioner Lessoff, to find the project is eligible and to award a Funk Grant up to \$5,298.50.**

**AYES:** Lessoff; Elterich; Meyer; Scharnett; Peters

**Motion passed.**

### **New Business**

The Commission identified and clarified items for staff to include on future agendas:

- Discussion about how and when to withdraw funds that are not used appropriately.
- Discussion of façade and/or preservation easements.
- Discussion on whether grants are/should be awarded to people or to properties, as related to how and when to allow re-assignment of awards to different parties.
- Discussion about whether there is a way to allow direct payment to contractors in certain instances to avoid the situation that occurred at 109 Mulberry.

### **Adjournment**

**Commissioner Peters made a motion, seconded by Commissioner Elterich, to adjourn the meeting.**

**AYES:** Lessoff; Scharnett; Elterich; Meyer; Peters

**Motion carried (viva voce).**

The Meeting Adjourned at 5:55 P.M.

**CITY OF BLOOMINGTON**

**ATTEST**

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Sarah Lindenbaum, Chair

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Alissa Pemberton, Staff Liaison



**Regular Agenda Item No. 5.A.**

**For Historic Preservation Commission:** March 19, 2026

**Ward Impacted:** Ward 4

**Subject: BHP-05-26** - Consideration and action on a request submitted by Erin Carmean, for a Certificate of Appropriateness for an Accessory Structure (greenhouse), on the property located at 1009 E. Jefferson Street, PIN 21-03-304-009, as requested by the Development Services Department.

**Recommended Motion:** Motion to approve, with or without conditions, the proposed scope of work for the requested Certificate of Appropriateness.

**Strategic Plan:**

**Goal 5.** Great Place - Livable, Sustainable City

**Objective 5c.** Incorporation of “Green Sustainable” concepts into City’s development and plans

**Background:** The Applicant is requesting a Certificate of Appropriateness to install a hoop-style 40’ x 14’ greenhouse and will be required to meet all current Code requirements.

**Community Groups/Interested Persons Contacted:** N/A

**Financial Impact:** N/A

**Attachments:**

1. BHP-05-26 - Staff Report - 1009 E Jefferson St

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**TO:** City of Bloomington Historic Preservation Commission

**FROM:** Development Services Department

**DATE:** March 19, 2026

**CASE NO:** BHP-05-26, Certificate of Appropriateness

**REQUEST:** Consideration, and action on a request submitted by Erin Carmean, for a Certificate of Appropriateness for an Accessory Structure (greenhouse) on the property located at 1009 E. Jefferson St., PIN 21-03-304-009.

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**Above:** Subject property, 2025

## PROPERTY INFORMATION

Subject property: 1009 E. Jefferson St  
Existing Zoning: R-1C (Single Family Residence) District with S-4 (Historic Preservation Overlay)  
Existing Land Use: Single-Family Dwelling  
Property Size: 91' x 140' (12,740 square feet)

## HISTORIC INFORMATION

Year Built: c. 1873  
Architectural Style: Italianate, Variation  
Architect: Unknown (Pillsbury alterations c. 1909)  
Historic District: Davis-Jefferson Historic District  
Alternate Name: David H. Perrigo House

## PROJECT DESCRIPTION

### *Background*

According to the National Register nomination report for Davis-Jefferson Historic District, the residence was constructed about 1873. The nomination notes that the structure has undergone a significant number of alterations over the years, including the removal of a central window on the main façade, a large porch, and at least one decorative window and cornice area. In 2018 a fire damaged part of the primary structure and significant repair and restoration was done to the interior and exterior of the home. The property was zoned S-4 in 1984 (Ord. No. 1984-113). A detached garage was demolished in the past year.

This property has received the following Certificates of Appropriateness (CoA) and Funk Grants:

- CoA for reroofing (BHP-09-12)
- CoA for exterior covering, shingles, windows, and porch installation (BHP-24-18) – Partial denial
- CoA for installation of a fence (BHP-10-22)
- CoA for demolition of non-original detached garage (BHP-27-25)

### *Request*

The Applicant is requesting a Certificate of Appropriateness to install a hoop-style 40' x 14' greenhouse and will be required to meet all current Code requirements. The proposed greenhouse would be located in the footprint of the non-original detached garage that was demolished last year.

## 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.

- 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 proposed greenhouse is neither original nor distinguishing and will not be constructed in the period of significance or designed to appear as such.

- 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 appearance of the primary residence to an earlier period.

- 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.**

N/A.

- 5. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.**

N/A

- 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.**

N/A

- 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.**

N/A.

- 8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.**

N/A.

- 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.**

The proposed accessory structure is easily removable, does not physically interact with the protected structure, and is minor in character to the primary structure. North-South orientation of the proposed structure, with location to the side/rear of the home, may require a Variance from the Zoning Code which may be acquired through the Zoning Board of Appeals. Alternatively, the structure could be oriented East-West and fully behind the home. The orientation of the structure changes the potential visual impact; Staff has proposed optional conditions to address this issue.

## ARCHITECTURAL REVIEW GUIDELINES

The final standard for review requires that, for landmarks, the Commission shall ensure consistency with the Secretary of Interior's Guidelines for the Treatment of Historic Properties and the Bloomington Architectural Review Guidelines. The Guidelines primarily stipulate that any replacement materials be typical to those built in the style of the historic building, retaining as much existing material as possible, and repairing where feasible.

The scope of work proposed by the applicant **may comply with the subject policies** as outlined in the Architectural Review Guidelines, which stresses repair over replacement when feasible.

Under the Architectural Review Guidelines, the following criteria is provided:

*The purpose for architectural review is to protect the unique visual qualities of a building and its site that define their sense of history from inappropriate proposed alterations that will reduce that sense...*

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

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

## STAFF RECOMMENDATION

Staff finds that the scope of work **meets the relevant standards and policies** as presented in the Bloomington Architectural Review Guidelines and recommends that the Commission take the following actions:

Motion to **approve** the request for a Certificate of Appropriateness, as requested by Erin Carmean, for an Accessory Structure (greenhouse) on the property located at 1009 E. Jefferson Street, with one of the following conditions:

1. If the structure is placed in a north-south orientation that includes encroachment into the side yard then a privacy fence consistent with the character, height, and material of the existing fence on the west side of the property shall be installed to partially shield the greenhouse from the public view, **or**
2. The structure shall be placed in an east-west orientation and located entirely within the rear yard of the property.

Respectfully submitted,  
Jon Branham  
Planner II

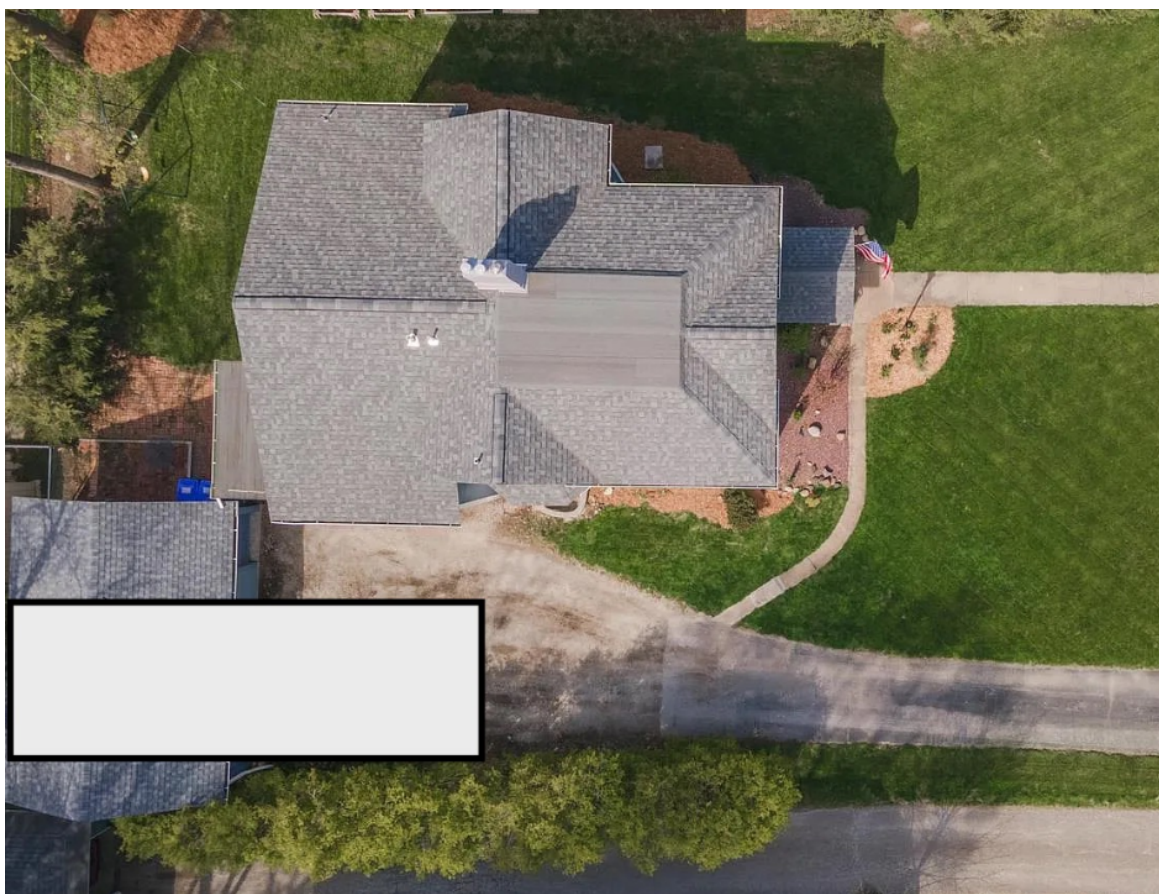
### Attachments:

1. Image of proposed structure
2. Images of area where work is to be performed
3. Historic documentation of structure

*Attachment 1: Image of proposed structure*



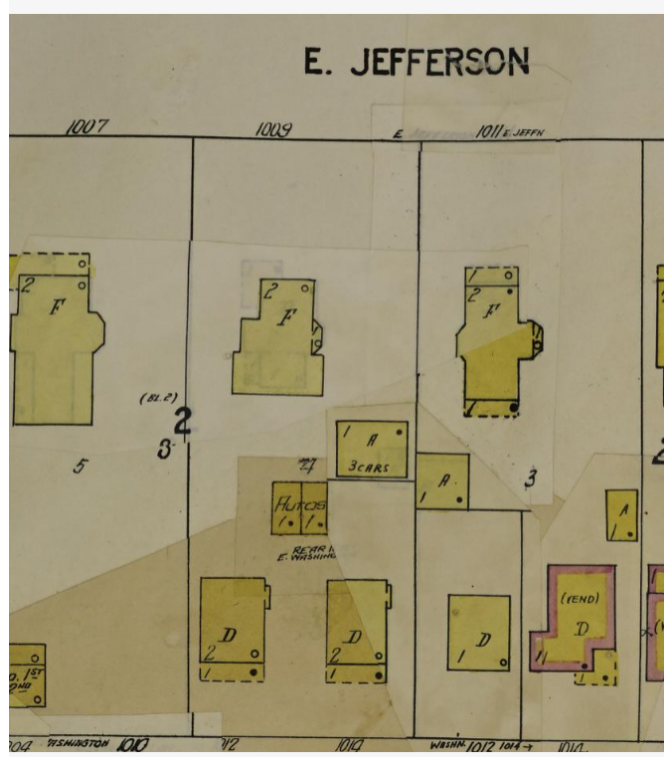
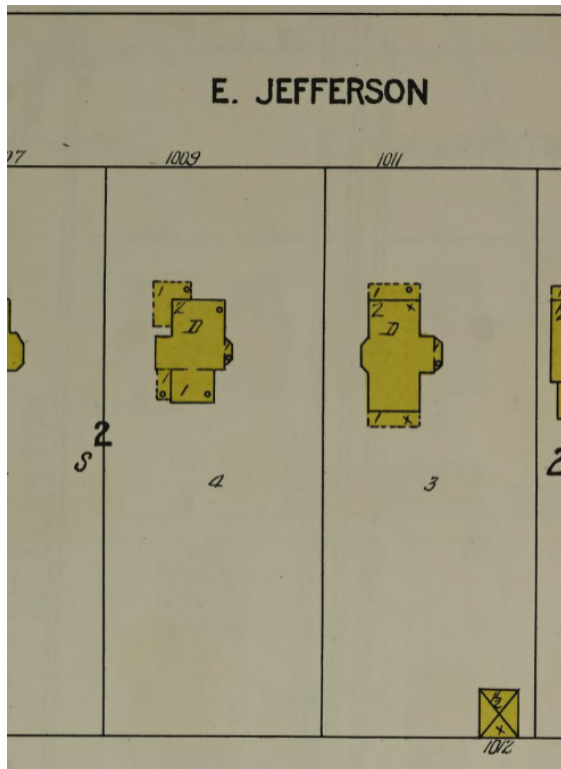
*Attachment 2: Images of area where work is to be performed; detached garage was previously demolished.*



Attachment 2: Historic Documentation of the Structure



Illustrated Bloomington and Normal, 1896



Sanborn Maps, 1907 and 1950