



**AGENDA
HISTORIC PRESERVATION
REGULAR MEETING
CITY HALL COUNCIL CHAMBERS
109 EAST OLIVE STREET; BLOOMINGTON, IL 61701
THURSDAY, JANUARY 17, 2019, at 5:00 P.M.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. MINUTES** Consideration, review and approval of Minutes of the December 13, 2018 special meeting of the Bloomington Historic Preservation Commission.
- 5. REGULAR AGENDA**
 - A. BHP-24-18** Consideration, review and approval of a **Certificate of Appropriateness** submitted by Rick Feeney Homes Inc./ Brian Welch for various exterior repairs including siding, windows, and the installment of a porch at 1009 E. Jefferson Street.
Tabled from 12/13/18
 - B. BHP-01-19** Consideration, review and approval of a **Certificate of Appropriateness** submitted by Scott Doughman to install 7 vinyl replacement window units at 1013 E. Jefferson Street.
 - C. BHP-02-19 Consideration,** review and approval of a **Certificate of Appropriateness** submitted by Guardian Tax Partners for roof and chimney repairs at 809 N. McLean Street.
 - D. BHP-03-19** Consideration, review and approval of a **Funk Grant** for \$5,000.00 submitted by Guardian Tax Partners for roof and chimney repairs at 809 N. McLean Street.
- 6. OTHER BUSINESS**
 - a. Review Heritage Award Nomination Form

7. NEW BUSINESS

A. General Discussion on the Historic Preservation Plan scope of work, and the strengths and weaknesses of the Preservation Plan 2004.

B. General Discussion on the Historic Preservation Section(s) of the draft Chapter 44 Text Amendment document.

8. ADJOURNMENT

**DRAFT MINUTES
BLOOMINGTON HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING,
THURSDAY, DECEMBER 13, 2018 5:00 P.M.
COUNCIL CHAMBERS, CITY HALL
109 EAST OLIVE ST.
BLOOMINGTON, ILLINOIS**

MEMBERS PRESENT: Chairperson Sherry Graehling, Mr. John Elterich, Mr. Levi Sturgeon, Ms. Ann Bailen, Mr. Paul Scharnett, Ms. Georgene Chissell

MEMBERS ABSENT: Ms. Lea Cline

OTHERS PRESENT: Ms. Katie Simpson, City Planner, Ms. Izzy Rivera, Assistant City Planner

CALL TO ORDER: Chairperson Graehling called the meeting to order at 5:00 P. M.

ROLL CALL: Ms. Rivera called the roll. Six members were present and quorum was established.

PUBLIC COMMENT: Mr. Tim Maurer and David Walkner requested the Commission consider holding a public hearing on the Zoning Ordinance update draft as it pertains to the Historic Preservation. He also suggested notifying each home in the S-4 designation by mail. Mr. Maurer also noted a possible discrepancy in the Zoning Map for the property at 807 N. McLean St.

The Commission voted to move the minutes of the November 15 to the end of the meeting. Motioned by Mr. Scharnett and seconded by Ms. Chissell.

REGULAR AGENDA:

BHP-23-18 Consideration, review and approval of a Rust Grant for \$222.00 submitted by Pamala Eaton for cleaning and relaying fallen brick and restoring rotting wood headboards above two windows at 411 N. Center St.

Ms. Pamala Easton was present to speak on the case. She stated she began noticing that there was brick moving above some windows. She contacted a masonry contractor who had done work previously to the building. Ms. Eaton was notified that the wood was rotting and would need to be replaced and the brick would need to be relayed. Ms. Rivera presented the staff report. 411 N. Center is located within the Rust Grant boundaries therefore it is eligible for Rust Grant funds. The petitioner provided two quotes, and both contain the same scope of work. One of the quotes was from a masonry contractor who has done work on the building previously, therefore is familiar with it. Staff has no issues supporting that quote. Staff reviewed the Architectural Review Guidelines which state that the underlying causes of any repair need to be

addressed. The rotting wood will be removed and repaired. Cement lime mortar should be considered as it is a good bonding agent. Splicing can happen with other materials that are more resistant to the elements. Mr. Elterich asked if this project would interfere with a previously approved project. Ms. Rivera stated the previous project was done in a different fiscal year. Mr. Elterich stated he has no further concerns with the project. Mr. Scharnett asked when the wood header will be replaced to look for a way to reinforce it to keep the wood from breaking and rotting again. He suggests a bond beam, with concrete to stabilize the header.

Mr. Elterich motioned to approve BHP-23-18 as submitted. Seconded by Mr. Scharnett. The motion was approved 6-0 with the following votes cast in favor on roll call: Mr. Elterich—yes; Mr. Scharnett—yes; Mr. Sturgeon—yes; Ms. Bailen—yes; Ms. Chissell—yes; Chairperson Graehling—yes.

BHP-24-18 Consideration, review and approval of a Certificate of Appropriateness submitted by Rick Feeney Homes Inc./Brian Welch for various exterior repairs including siding, windows, and the installment of a porch at 1009 E. Jefferson St.

Ms. Rivera stated the home was built in 1809 and located in the Davis-Jefferson Historic District. The owner, David H. Perrigo was a cashier at the National Bank of Bloomington. On October 29, 2018 there was an accidental fire which caused damage to the interior and the exterior of the home. The petitioner is requesting a Certificate of Appropriateness to be able to repair and update things inside and out of the home. Currently the petitioner is able to do some weatherization but anything done to the exterior requires a Certificate of Appropriateness. There is a list of things that will be done to the home. There will be 8 windows which will be replaced, while no windows were damaged during the fire the petitioner would like to do an update. The wooden window frames will stay but they will be covered in aluminum as well as the soffit and fascia. The material that the petitioner has chosen is more resistant to the elements, economical and can be made to look like many different materials. The petitioner would also like to include new gutters, and a new porch. The petitioner will also be updating the roof to 30 year shingles that mimic what was there previously. The Preservation Briefs suggest that windows can be completely replaced with aluminum clad material however the briefs do not recommend the frames to be covered. Alternative materials could be explored to preserve the window profile.

Vinyl siding could be used if the siding is deteriorated, the new siding will match existing and historical siding, and no further damage will be done to the existing structure. In 1979 a siding permit was given but no information on material was found.

Gutters could be historical items as well, they should replicate what was existing or what is appropriate for the year it was built. Aluminum is not recommended but could be considered. Porches are also architectural structures, and the new porch should be the same style as the one previously removed or appropriate during the time the home was built.

Roofs should be repaired when possible and replacement materials should be similar to existing. In 1999 the home was given a permit to reroof however there was no information on materials. Staff recommended the Commission look at the materials and find a balance between modern materials and materials that will match visually with existing or original materials.

Rick Feeney was present as the contractor and on behalf of the owner. Mr. Feeney stated that he wanted to make a correction. There were two windows which were damaged in the fire and they will be rebuilding those windows and then covering the frames in aluminum to match the other windows. Brian Welch was also present, he is the owner of the house. Mr. Welch stated that he has been in the house for many years. He did replace the roof, and the siding was steel but large parts have been burned. He is trying to incorporate architectural features. The steel siding is no longer available today. Today there are more maintenance free options. The gutters will be replacing aluminum four inch gutters and they are requesting to replace like and kind. Mr. Feeney stated that the house has been updated and changed over the years. He is not able to see evidence of a porch as he looked into the structure.

Mr. Scharnett stated that there are standards that must followed and met including one to protect the original qualities and character of the building. When removal or alterations of materials is done the general rule is maintain, repair and replace if necessary. His concerns was to identify which features are important to the original building and which elements are original qualities that must be maintained.

Chairperson Graehling stated that she has concerns with the windows and making sure that they are true divided light windows. Mr. Elterich asked if the existing windows were original wood or vinyl, Mr. Feeney stated some of the windows were wood and some were vinyl having been replaced sometime in the past. Mr. Scharnett asked the Commission from what time period would the features be considered original. Mr. Elterich stated the house has gone through major changes and original features like a circular window have been removed and configuration of the gables has been changed. The Commission and Mr. Feeney had a discussion on what would features would be going back to their original state. There is no evidence of what the original siding on the home looked like. Mr. Feeney mentioned a restoration to a home in Whites Place. He restored it and used CertainTeed materials for siding and vinyl windows which are still on the home today. Mr. Feeney discussed the vinyl materials products and the durability of the material.

Mr. Scharnett stated that he has not seen a vinyl window have more than a 10 year warranty and the aluminum clad window over the wood is something more common. Vinyl window replacements are not recommended as the material expands and contracts. Cost associated with the maintenance of an older home is higher and all standards must be looked at and incorporated in making decisions for the future of the home.

Mr. Sturgeon asked if the porch was going to be replicated from the historic photograph, Mr. Feeney stated the porch will not wrap around however the rod iron railing will stay. He stated that they will add fiber glass columns because of the resistant material. The picture appears to be square columns, therefore a 6" square columns will be added and eyebrows will be added to the front gable of the porch. Mr. Scharnett suggested looking at the Pillsbury drawings at the Museum, Mr. Feeney stated he has not looked into that. Mr. Elterich stated that he has looked for the drawings and was unable to locate them.

Chairperson Graehling asked if there was anyone else to speak in favor or against the petition.

Mr. Feeney presented materials he wished to use on the project to the Commission.

Ms. Rivera gave additional information to the Commission about windows. Wood windows on the second floor may be replaced with aluminum clad or vinyl clad windows.

Chris Nyweide, 1005 E. Jefferson, stated that he lives two doors to the west of the subject property. He is concerned about the process and what precedent will be set by the Commission approving certain replacement materials. He referenced a page of the application which states that 5 windows will be replaced. He is not sure which windows are being mentioned because they are listed in different directions. He is concerned about the aluminum clad windows and using aluminum around everything. He fears that everything will be aluminum or vinyl and not historical. He understands the circumstances that the homeowner faces, but stated that they are in the historical district and good work can be done to restore the home.

Mr. Feeney explained which windows would be replaced on the front of the house and around the house. Chairperson Graehling suggested returning the square window back to the circular windows shown in the historical photograph. Mr. Feeney stated that it was possible, it may have to be bigger because of framing that will be needed to install that window.

Mr. Scharnett stated there are essentially two projects going on. One is to restore and repair various aspects of the home, which has to happen. The second project is historical restoration. There have been many aspects that have been updated in the past that are no longer historical, however the challenge is to designate what historical features are important. Mr. Welch stated that he and his family would like to get back into their home. The insurance company gave him money for vinyl siding, and if the Commission does not approve the window updates, he will not be able to put them in. Costs are very high and he will not go into debt to pay for what he hears the Commission is suggesting. Mr. Scharnett stated that he is trying to find out exactly what can be done to do some historical restoration to the house while the necessary repairs are done. Mr. Sturgeon stated that he understood the petitioner, and would like to know what the difference in cost would be to fund some of the other projects. Funds could also be obtained from the Commission through the Funk Grant. Chairperson Graehling discussed the Funk Grant and how projects could be funded with the Grant.

Mr. Feeney stated that there are some elements of repair that need to be done first in order for the next step to take place. He is trying to avoid work that has to be taken down after completion. He asked the Commission for some compromising. The Commission discussed various historical features that are noticeable and that could change the home.

Mr. Welch asked the Commission to allow him to be in a place where he can move on and begin very necessary repairs to the interior of the home. Mr. Scharnett asked what could be done to the home now, Mr. Feeney stated that he cannot do much more. The Commission and Mr. Feeney discussed weatherproofing the house so that repairs on the interior could be done. They also discussed windows. Mr. Scharnett discussed possibly dividing the work into stages to receive funding from the Commission. Mr. Feeney discussed fitting in new windows and replacement windows at a later date would cause him to have to cut out the opening for a new window at a later date.

Mr. Scharnett asked for the cost of dividing the work up in stages. Mr. Feeney stated labor cost would not be substantial. Mr. Feeney discussed the replacement windows which are damaged by the fire. The other windows requiring an update would be part of the Historical restoration. The Commission discussed the costs for restoration and what can be done to weatherize the house. Mr. Sturgeon stated that many historical elements have been erased or changed through the years. The Commission discussed concerns with historical restoration and restoration of the house for livability. The Commission would not be responsible for permitting any interior work such as plumbing or electric work. The Commission discussed the exterior work that can be approved so that the project can move forward, and the possibility of economic hardship.

Ms. Simpson stated a Certificate of Economic Hardship would require another public hearing before the Commission. The petitioner would have to show that the denial of a Certificate of Appropriateness would cause them to not be able to use their property, and cause economic hardship. The hearing would also require notice in the newspaper. Ms. Simpson discussed the options the Commission had to proceed. Mr. Feeney and the Commission discussed the options for covering the exterior.

Mr. Scharnett motioned to conditionally approve a Certificate of Appropriateness for sheeting and insulating/weather proofing to be done to the exterior of the home, on a temporary basis to allow work on the interior to continue. Seconded by Mr. Sturgeon.

The motion was approved 6-0 with the following votes cast in favor on roll call: Mr. Scharnett—yes; Mr. Sturgeon—yes; Mr. Elterich—yes; Ms. Bailen—yes; Ms. Chissell—yes; Chairperson Graehling—yes.

Mr. Sturgeon motioned to deny replacing 8 windows. Seconded by Ms. Chissell.

The motion was approved 6-0 with the following votes cast in favor on roll call: Mr. Scharnett—yes; Ms. Chissell—yes; Mr. Elterich—yes; Mr. Sturgeon, Ms. Bailen—yes; Chairperson Graehling—yes.

Recommendation from the Commission:

- True divided light windows.
- Aluminum clad material instead of vinyl.
- Windows should have an arched top or trim that replicates an arch, which will be determined by the petitioners cost as presented to the Commission.

Mr. Sturgeon motioned to deny the vinyl siding request as presented. Seconded by Ms. Chissell. The motion was approved 6-0 with the following votes cast in favor on roll call: Mr. Sturgeon—yes; Ms. Chissell—yes; Mr. Elterich—yes; Ms. Bailen—yes; Mr. Scharnett—yes; Chairperson Graehling—yes.

Recommendation from the Commission:

- Remove all steel siding from the exterior of the house.
- Provide two estimates to the Commission detailing:

1. The cost associated with installing wood siding on the wall damaged by the fire, and restoring the wood siding on the rest of the home. The estimate should also include all aspects of a wood siding project such as preparing and painting.
2. The cost associated with vinyl siding as proposed by the petitioner. If vinyl siding is used it should match the wood siding in size, shape, and profile.

Mr. Sturgeon motioned to approve the gutters as presented for like kind material. Seconded by Ms. Chissell. The motion was approved 6-0 with the following votes cast in favor on roll call: Mr. Sturgeon—yes; Ms. Chissell—yes; Mr. Elterich—yes; Ms. Bailen—yes; Mr. Scharnett—yes; Chairperson Graehling—yes.

Ms. Bailen left the meeting at 7:30 PM.

Mr. Sturgeon motioned to approve the addition of the porch as presented, with the condition that the final design is approved by a subcommittee of the Commission. Seconded by Ms. Chissell. The motion was approved 5-0 with the following votes cast on roll call: Mr. Sturgeon—yes; Ms. Chissell—yes; Mr. Elterich—yes; Mr. Scharnett—yes; Chairperson Graehling—yes.

The subcommittee, consisting of the Chairperson and two other members, requested renderings with dimensions of the porch, and a description of the proposed materials. The subcommittee reserves the right to approve or deny the porch materials and/or design, based on the information requested.

Mr. Sturgeon motioned to create the subcommittee, consisting of himself, Mr. Scharnett and Chairperson Graehling. Seconded by Ms. Chissell. The motion was approved 5-0 with the following votes cast on roll call: Mr. Sturgeon—yes; Ms. Chissell—yes; Mr. Elterich—yes; Mr. Scharnett—yes; Chairperson Graehling—yes.

The Commission determined that a Certificate of Appropriateness was not needed for the roof, as some of the work had been completed.

MINUTES:

The Commission reviewed the minutes of the November 15, 2018 meeting. Chairperson Graehling corrected scrivener errors on page 1, 2 and 4. Mr. Elterich motioned to approve the minutes as corrected. Seconded by Mr. Scharnett. The motion was approved by voice vote.

OTHER BUSINESS: none

NEW BUSINESS:

Ms. Simpson presented the Commission with a document that outlines the Zoning Ordinance and the sections of the Historic Preservation duties, Certificate of Appropriateness, and the S-4 Designation which were moved around in the new draft but were not changed. Mr. Elterich asked if this would be a good time to change and update aspects of the Historic Preservation sections.

Ms. Simpson suggested updating the Historic Preservation Plan first and then based on the decisions and goals outlined in the updated Historic Preservation plan, amending the Zoning Ordinance. The Commission discussed the S-4 designation and if there were any properties changing. Ms. Simpson stated that there were no changes to the Historic Preservation sections nor to any S-4 designation properties. Ms. Simpson further discussed background information on the Zoning Ordinance update, the changes that would be taking place, where to find it online and the various public hearings and process that have been going on to amend and update the Chapter 44. Ms. Simpson asked the Commission to consider placing this topic as a discussion on the agenda for the next meeting.

ADJOURNMENT:

Mr. Sturgeon motioned to adjourn. Seconded by Mr. Scharnett. The meeting was adjourned at 8:00 P.M. by voice vote.

Respectfully Submitted.
Community Development Staff

**CITY OF BLOOMINGTON
REPORT FOR THE HISTORIC PRESERVATION COMMISSION
DECEMBER 13, 2018**

CASE NO:	TYPE:	ADDRESS	SUBJECT:	REPORT BY:
BHP-24-18	Certificate of Appropriateness	1009 E. Jefferson	Various repairs to the exterior and addition of a porch	Izzy Rivera

REQUEST:	A Certificate of Appropriateness for extensive exterior repairs including replacing 8 windows, replacing siding, adding eyebrows to windows and adding a porch at 1009 E. Jefferson St., c. 1873, Alterations in 1909 by Arthur L. Pillsbury, Davis-Jefferson District.
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STAFF RECOMMENDATION:	<i>Staff Recommends the Historic Preservation Commission consider the materials being proposed and discuss if there would be more appropriate materials, given current situation of home.</i>
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Pictures of Subject Property

GENERAL INFORMATION

Owner and Applicant: Rick Feeney Homes Inc, contractor and Brian Welch, owner

PROPERTY INFORMATION

Existing Zoning: R-1C, High Density
Single-Family District with S-4 Historic
District overlay
Existing Land Use: Single-family home
Property Size: 8,302 square feet
PIN: 21-03-304-009

Historic District: Davis-Jefferson
Year Built: 1873, alterations in 1909
Architectural Style: Italianate features
Architect: Unknown, Alterations in 1909
by Arthur L. Pillsbury

SURROUNDING ZONING AND LAND USES

Zoning

North: R-1B, Medium Density Single
Family
South: R-1C, High Density Single Family
East: R-1C, High Density Single Family
w/S-4 Historic Overlay
West: R-1C, High Density Single Family
w/S-4 Historic Overlay

Land Uses

North: Single family home(s)
South: Single family home(s)

East: Single family home(s)
West: Single family home(s)

Analysis:

Submittals

This report is based on the following documents, which are on file with the Community Development Department.

1. Application for Certificate of Appropriateness and Funk Grant
2. Proposed budget
3. Site Photos
4. Architectural Review Guidelines
5. National Parks Service Historic Preservation Brief 4, "Roofing for Historic Buildings"

PROJECT DESCRIPTION:

The property is located in the Davis-Jefferson Historic District. The home is located on the south side of E. Jefferson St. The homes along the south of E. Jefferson St. were constructed between the 1870's and 1913. The houses along this street are large and ornate, and show the prevailing style of the time period. The first owners of the homes were self-employed or employed by local business. The subject property is listed in the Bloomington Preservation Plan as the David H. Perrigo House. According to the Banker's Almanac and Register of 1881, Perrigo was listed as an assistant cashier for National Bank of Bloomington, IL. The house contains some characteristics of an Italianate style home. The house is square in plan with a flat façade and rectangular form with simple decorative architectural features.

On October 29, 2018 there was an accidental fire that caused extensive damage to the home. The petitioner obtained a permit in order to board the house and protect the interior from further damage. The petitioner is submitting a Certificate of Appropriateness to repair and replace damaged material and bring back some historical features to the house. The work will entail:

- Replacing 8 windows-keep original wood window frames, replacement windows with panels to match existing, crowns covered in white aluminum, crowns to be added to front and side windows as appears in original house
- CERTAINTEED Monogram xl restoration classic 4 1/2" smooth clap board siding matching original siding will be installed in autumn yellow
- CERTAINTEED super wide 8" fluted corners will be installed in white to match original house, new soffit and fascia will be installed from ROLLEX
- New gutters
- Original type gable covered porch will be installed, using 6" square column to replicate column in original picture-columns will be fiberglass bearing type (maintenance free)
- Porch gable will have eyebrows added as well as eyebrows on the front, east and west side gable, over windows
- 30 year architectural shingle mimicking cedar shake look will be used for roof repair to match existing



Windows

There are 5 windows in the front of the home, 2 in the front north east corner and an attic window in the back that will be removed and replaced. The windows were not damaged in the fire but will be updated to match the 4 pane style based on the historical picture provided by the petitioner. The petitioner will also be adding "eyebrows" to match the original picture, crown molding will be installed also, which is currently not placed around the windows.

The aluminum storm windows will

be removed from all of the windows. Windows are an important feature of a historic home. Preservation Brief 9, "The Repair of Historic Wooden Windows" and the Architecture Review Guidelines suggest that wooden windows may be replaced completely with aluminum clad material. The wooden window frames will stay on all of the windows, however the petitioner is proposing to cover the frames with white aluminum by Rollex. According to the petitioner, the aluminum coating will match the look of the original style. Covering the wooden frames is not typically recommended, and a more appropriate material could be considered that will maintain the character of the windows and not alter the profile of the windows. Rollex products are made of aluminum that resists dirt and scratches.¹ There will also be extensive work done in the interior such as, removing burnt framing from walls, and replacing them per City code regulations. The scope and cost of \$45,365.00 for repairs, will be done based on the insurance claim that was provided to the petitioner.

¹ <https://www.rollex.com/professionals/products/fascia/>

Siding/ Exterior

The National Parks Service Historic Preservation Brief 8, “Aluminum and Vinyl Siding on Historic Buildings” suggests that materials such as vinyl are extensively used to upgrade the existing siding on buildings. This type of material requires less maintenance and painting. Vinyl siding can be used to replace existing siding to protect the wood framing of a house if the material can match the historic material in: size, profile, and finish, if the existing siding is deteriorated, and the substitute material can be installed without further damaging architectural features. With these standards in place, the historical character of the house will stay intact. The Monogram Certain Teed siding comes in clapboard finished molded from real cedar boards to mimic the look of a wooden siding. Based on the photograph provided and on the siding found under the current siding, the proposed siding will have a more historically accurate appearance. The siding will have thinner vertical panels resembling original clapboard siding. Certain Teed siding products, as proposed by the petition, are made to fit and sized to fit any look and style. The Monogram boards are maintenance free, Class 1A fire rating and can withstand wind load pressures up to 220 mph.² According to City of Bloomington records, there may have been a siding permit issued in 1979. However there is no record of materials used.

Gutters

Gutters could also be preserved if the original historic gutter style is known. If there is no further information, the size and profile of the new gutters should fit the characteristic of the time period the home was built. The Architectural Review Guidelines suggests that siding and soffit materials should be repaired rather than replaced, considering the situation of the home, it would be infeasible to do so. Appropriate material should be considered for replacement. Aluminum is not encouraged, however if the material is similar in size, shape and texture to the original style, it could be considered.

Porch

According to the Architectural Review Guidelines proposed porches should be similar in style, size, and detail of the porches that have been removed. The photograph provides some direction of what typical porches looked like during the 1800's, however if there are no other documentations, proposed new porches should be stylistically similar to those constructed during that time period. Columns and wooden pieces of a historic porch would rot and deteriorate over time. According to the Preservation Brief 45, “Preserving Historic Wooden Porches”, materials which are rot-resistant could be considered and would be more economical but care should still be taken to preserve the visual qualities such as size, shape, and color. Any design that is provided to highlight historical architectural features of a home may be added with materials that will represent those features most accurately.

Roof

Preservation Brief 4, “Roofing for Historic Building” outlines the necessary steps that should be taken when repairing a roof. Repairing rather than replacing should always be considered. If the original roof has already been removed, and replacement of the existing roof is proposed, the material should be similar in size, style, and details to the original historic roofing materials. According to City of Bloomington records, 1009 E. Jefferson was given a permit to reroof in

² <https://www.certainteed.com/siding/products/monogram-xl/>

1998. In 2012 a Certificate of Appropriateness was granted for the installation of a new roof, however no records of the materials that were used could be found.

Analysis

Action by the Historic Preservation Commission: The City of Bloomington Historic Preservation Commission shall make a determination regarding the appropriateness of the proposed work based on the architectural review guidelines and Rehabilitation Standards from the Secretary of the Interior

FINDINGS OF FACT:

For each Certificate of Appropriateness and/or Grant 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; repairing and replacing is being done after an accidental fire. The petitioner has shown good faith effort to restore the home and include architectural features that have been removed in the past. **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; great care should be taken to ensure existing architectural features are not further damaged during the restoration process. Care should be used when installing the porch, as to not damage any portion of the home. **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 petitioner recognizes the standard, and has sought and included a historical photograph to be able to match the proposed features, such as siding, windows and porch. **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; the standard is recognized by the petitioner and **the standard is met.***
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity; there are no changes being made to the structure of the roof, pitch. Architectural elements are being added highlight historical features. **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 damaged materials are being removed and replaced with more visually historically accurate materials. **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; removal of all materials should be done carefully so that the structure is not damaged further. **The standard is met***
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project; **the standard is met.***
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) Materials which are economical and more resistant to the elements are proposed and may be considered if they do not drastically change the visual aspects of a historical home. **The standards is met.***

STAFF RECOMMENDATION:

Staff finds case BHP-24-18 complies with many of the Secretary of Interior's Standards for Rehabilitation and many of the City of Bloomington Architectural Review Guidelines.

Staff recommends the Historic Preservation Commission consider the materials being proposed and discuss if there would be more appropriate materials, given current situation of home.

Respectfully Submitted,

Izzy Rivera,
Assistant City Planner

Attachments:

- Historical information of 1009 E. Jefferson, Certificate of Appropriateness Application, Details of work with estimate

The David H. Perrigo House
1873
1009 East Jefferson

Bernice E. Lloyd
1009 East Jefferson
Bloomington, IL 61701

Architect: Unknown

The house at 1009 East Jefferson is a two-storey balloon framed structure, thought to have been built about 1873 for David H. Perrigo. Perrigo was an employee of the First National Bank of Bloomington.

The structure is apparently a variation of the Italianate style. It seems to have undergone several alterations over the years. The house still has its original truncated hipped, cross-gabled roof. However the original gable on the main facade had returning cornices, which have been removed along with the small round decorated window near the peak of the gable. A window in the center of the main facade on the second storey was removed, apparently sometime after 1896. A large open porch on the right side of the main facade has also been removed. The main door is a double leaf, partly glazed door located on the right side of the main facade. The house has also been sheathed with aluminum siding. An original bay is still located on the east side of the house.



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:

SEE ATTACHED!

- attach photo of property front elevation here

Proposed Restoration Work: SEE ATTACHED:

Detailed Description of Proposed Restoration Work:

Please provide supporting documents:

SEE ATTACHED :

Project Start Date:

Expected Project Completion Date:

Please attach the following information to the application.

☒ Historic photos supporting the application (if available)

Applicant Name: *RICK FEENEY HOMES INC*

Applicant Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Applicant Signature* Date

[Signature] 12/5/18

Return to:

City Planner

City of Bloomington Community Development Department

115 E. Washington St. Suite 201

Bloomington, IL 61701

Phone: (309) 434-2341

Email: ksimpson@cityblm.org

Submission Deadline	Hearing Date
12/22/2018	1/18/2018
1/22/2018	2/15/2018
2/19/2018	3/15/2018
3/26/2018	4/19/2018
4/23/2018	5/17/2018
5/25/2018	6/21/2018
6/25/2018	7/19/2018
7/23/2018	8/16/2018
8/27/2018	9/20/2018
9/24/2018	10/18/2018
10/22/2018	11/15/2018
11/26/2018	12/20/2018

RICK FEENEY HOMES

1705 EIDE RD.

(309) 826-7453

EMAIL

feeneyhomes@yahoo.com

Brian Welch
1009 E. Jefferson
Bloomington Il 61701

To whom it may concern:

I am writing this letter in regards to a project for Brian Welch at 1009 E Jefferson. I am including a letter that Brian wrote to you regarding the scope of work that is being considered at his home. He has done a pretty thorough job explaining the work to be done the home. I thought I would include in this letter some of the specs and types of material, and expand on our attempt to reproduce the look of the exterior of the home. As to the picture that is available to us. This picture is included in brains letter. I am also providing images of the house as it is today and some images of previous work done using the same type of products that are being proposed in this project. The pictures I am including are of the original home of R.S White at 27 Whites place. I purchased the property and began restoration in the mid 90's and still own it today.

As to the project on Jefferson, we have tried to replicate the front porch which we think was removed in a remodel of the home in the 40's or 50's .we put the original type gable covered porch back on and will use 6"square columns to replicate the columns in the original picture (new columns will be fiberglass load bearing type that are maintenance free)

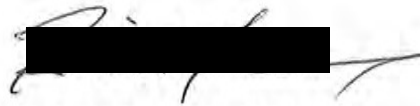
The porch gable will also have eyebrows as the original did. We will be putting eyebrows on the front gable, eastside and westside gable as was on original house.

We will be installing CERTIANTEED Monogram xl restoration classic 4 1/2 "smooth clap board siding, which exactly replicates the siding which was original to house but is a maintenance free product. Monogram xl is of the best quality siding product on the market today. Color to be autumn yellow. We will be installing the CERTIANTEED super wide fluted corner, to replicate what was on original home. Color to be white. All soffits and facial to be covered in ROLEX white aluminum. All windows and crown will also be covered in white aluminum. We will be replacing a total for 8 windows in the home. We will be keeping the original wood window frames and be add new replacement windows with grills to match window on existing home. Crown will be added to front

and side windows as where original to house.

Original roof material is unknown but was probably wood cedar shake. The home has a 30-year architectural shingle which does mimic the cedar shake look, and is the product that we will be using for the roof repair.

I want to thank you for your consideration in the project. If you have any question please feel free to call me at (309) 826-7453

A handwritten signature in black ink is positioned over a solid black rectangular redaction box. The signature appears to be 'Rick Feeney' with a stylized flourish at the end.

RICK FEENEY, PRES.
Rick Feeney Homes, Inc.

Based on insurance claim, the following work is covered:

Work to include removing all siding soffits and fascia from house. Remove all window and door trim from home. Remove all burnt framing from walls of home. Remove burnt rafters, roof sheeting and shingles/flat rolled roofing from home. Reframe and sheet walls of home as to code. Reframe roof and resheet roof as to code. Rebuild soffit and fascia. Install ice and water shield to roof. Felt and shingle roof. Install and tape backer board to home. Install new siding to home. Install new soffit and fascia to home. Wrap all doors and windows of home. Install new gutters to home. Rick will be using high end vinyl siding that will match wood texture. The corners of the home will have full 8" wide fluted molding to match the original. The larger corners are not currently on the house. In addition, Rick is adding eye brows to match the original structure of the house. The crown molding around the eyes will also be added back when this work is done. The crown is currently not on the house. All trim will be done in white while the siding will be yellow. Rick Feeney homes is doing this work and it is all included for the \$45,365 that was paid out by insurance. Rick has worked on several historic homes including ones in White's Place.

In addition to this work, I have requested the addition of a small porch, to mimic the one below. The porch will be smaller and will not wrap around but will match the same design in picture below and will complement the structure of the top of the house. Both the top of the house and porch will have eyebrows built back to match what would have originally been on the house. The cost of the new porch is \$2,550. Adding of the eyebrows to the house is included in the \$45,365 above.

All original windows were removed at one time and are now due for upgrade again. There are a total of 8 windows to be replaced. 5 of the windows are on the front of the house. There are also two windows toward the front of the house on NE corner that will be replaced. The 8th window is in the attic and located at the back of the house. The house currently has aluminum storm windows on all windows and those will be removed. The panes will match the original 2 over 2 style in picture below. Total cost for windows is \$3,200.



A GROUP OF EAST END RESIDENCES.

*Mr. J. S. NEVILLE.
Mrs. H. S. SWAYNE.
Mr. D. H. PERRIGO.*

27 Whites Place



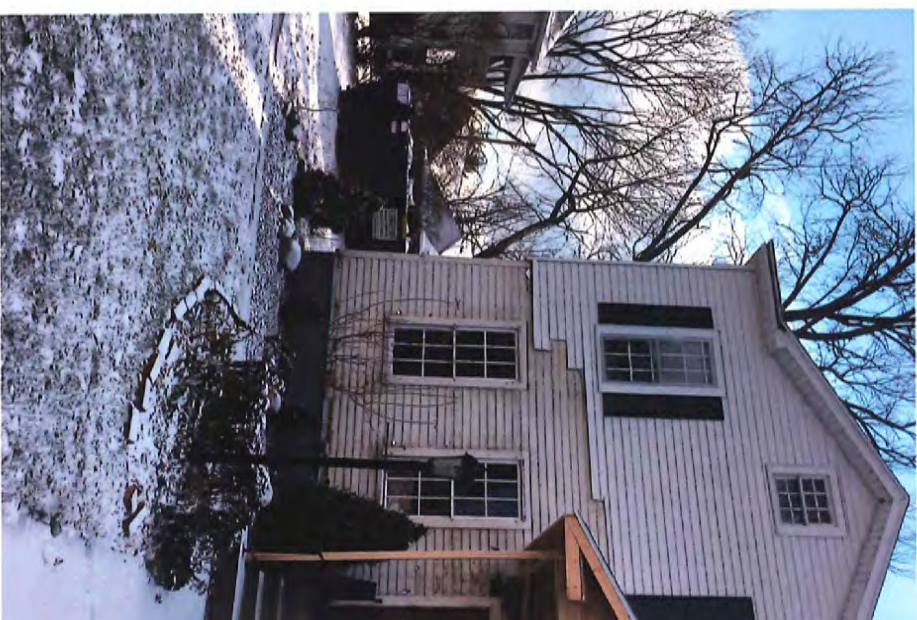
1009 E SEPELSON



Original Siding



existing siding



Front of home

**CITY OF BLOOMINGTON
REPORT FOR THE HISTORIC PRESERVATION COMMISSION
JANUARY 17, 2019**

CASE NO:	TYPE:	ADDRESS	SUBJECT:	REPORT BY:
BHP-01-19	Certificate of Appropriateness	1013 E. Jefferson	Replacement of 7 vinyl pocket replacement windows	Izzy Rivera

REQUEST:	A Certificate of Appropriateness for the replacement of 7 vinyl pocket replacement double hung white window units at 1013 E. Jefferson Street, Cottage Style, c. 1887-91, Jefferson District.
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STAFF RECOMMENDATION:	<i>Staff recommends the Historic Preservation Commission discuss the materials and state of the current windows, the proposed materials and the effects approving vinyl replacement windows would have on the historical characteristic and features of the home for case BHP-01-19.</i>
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Picture of Subject Property

GENERAL INFORMATION

Owner and Applicant: Scott Doughman, Go Permits/ Josh and Samantha Mlot, owners

PROPERTY INFORMATION

Existing Zoning: R-1C, High Density
Single-Family District with S-4 Historic
District overlay
Existing Land Use: Single-family home
Property Size: 6, 842 square feet

PIN: 21-03-304-011
Historic District: Davis-Jefferson
Year Built: 1887,
Architectural Style: Cottage
Architect: Unknown

SURROUNDING ZONING AND LAND USES

Zoning

North: R-1B, Medium Density Single
Family
South: R-1C, High Density Single Family
East: R-1C, High Density Single Family
w/S-4 Historic Overlay
West: R-1C, High Density Single Family
w/S-4 Historic Overlay

Land Uses

North: Single family home(s)
South: Single family home(s)

East: Single family home(s)
West: Single family home(s)

Analysis:

Submittals

This report is based on the following documents, which are on file with the Community Development Department.

1. Application for Certificate of Appropriateness and Funk Grant
2. Proposed budget
3. Site Photos
4. City of Bloomington Architectural Review Guidelines

PROJECT DESCRIPTION:

The property is located in the Davis-Jefferson Historic District. The home is located on the south side of E. Jefferson Street. The homes along the south of E. Jefferson St. were constructed between the 1870's and 1913. The houses along this street are large and ornate, and show the prevailing style of the time period. The first owners of the homes were self-employed or employed by local businesses. The subject property is listed in the Bloomington Preservation Plan as the Raymond T. Starr house. According to a survey done for the City of Bloomington, Raymond T. Starr was a Bloomington merchant and tailor. The house is built in a cottage style, and identified by the cross gabled roof and clapboard siding.

The petitioner is requesting a Certificate of Appropriateness to replace seven (7) vinyl pocket replacement windows. Three (3) windows are located in the first floor family room, the remaining four (4) windows are located on the second floor in bedrooms and bathrooms. The windows will be double hung white windows. A replacement pocket window includes

maintaining the frame and exterior casings. The sash and glass will be removed and replaced with these vinyl double hung white windows to match the existing windows. The existing windows can be seen from pictures provided by the petitioner and from a site visit, that they have no grids, are longer vertically, double hung one over one light windows.



The Preservation Brief #9, “The Repair of Historic Wooden Windows” states that retention of the original wood window is desirable, however no information is known on whether the existing windows are original or have been replaced in the past. When installing replacement windows, various characteristics should be considered including: pattern of opening and size, window pane configuration, and type of material. The replacement window should contain as much character of the historic window as possible. Energy efficiency should also be considered but not dominate the decision. The petitioner has provided extensive material information on the proposed windows and has not proposed any structural changes. The Bloomington Architectural Review Guidelines states that windows are a significant feature in historic homes, and should be repaired rather than rebuilt or replaced when possible. Replacement windows should have the same configuration as the original windows. If the original window is not known or existing windows have already been replaced, the design and detail of the replacement window should be considered based on historic photographs and drawings. Vinyl windows are appropriate on the second floor, and non-original window configuration and style should be considered on an individual basis. Location of the windows may be taken into consideration as well.

Analysis

Action by the Historic Preservation Commission: The City of Bloomington Historic Preservation Commission shall make a determination regarding the appropriateness of the proposed work based on the architectural review guidelines and Rehabilitation Standards from the Secretary of the Interior

FINDINGS OF FACT:

For each Certificate of Appropriateness and/or Grant 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;* the materials are not recommended for replacement windows, vinyl clad and aluminum clad windows are appropriate for the

second floor. However the Commission should discuss materials on a case by case basis as recommended by the National Park Service and Architectural Review Guidelines.

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; it is unknown if the material of the existing windows is historic or if it has been replaced in the past. The proposed replacement windows will have the exact same visual as the existing.*
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; Replacement materials should match originals in shape, size, and color as close as possible. 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; the standard is recognized by the petitioner and met.*
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity; the petitioner is making efforts to maintain the historic character of the home as it exists today. 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 material of the existing windows is unknown and it is unknown if the existing windows are deteriorated, worn or damaged.*
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; removal of any material should be done with care so that the principle structure and architectural features are not damaged. The standard is met.*
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project; the standard is met.*
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) Materials proposed should be discussed by the Commission on a case by case basis to determine their appropriateness for this home and if any significant historical features would be destroyed.

STAFF RECOMMENDATION:

Staff recommends the Historic Preservation Commission discuss the state of the current windows, the proposed materials and the effects approving vinyl replacement windows would have on the historical characteristic and features of the home for case BHP-01-19.

Respectfully Submitted,

Izzy Rivera

Assistant City Planner

Attachments: Certificate of Appropriateness Application



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: 1013 E Jefferson Street

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: 1886

Architectural Style: Victorian



- attach photo of property front elevation here

Proposed Restoration Work: replacement windows

Detailed Description of Proposed Restoration Work:

Please provide supporting documents:

Replacement of 7 vinyl pocket replacement double hung units, white.

Project Start Date: within 30 of approval **Expected Project Completion Date:** 1 full day

Please attach the following information to the application.

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

Applicant Name: SCOTT DOUGHMAN
 Applicant Address: 105 BUTTERBALL LN
 Phone: [REDACTED]
 Email: PERMITS @ GO PERMITS. ORG
 Applicant Signature* Date

[REDACTED]

Return to:

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

Submission Deadline	Hearing Date
12/22/2018	1/18/2018
1/22/2018	2/15/2018
2/19/2018	3/15/2018
3/26/2018	4/19/2018
4/23/2018	5/17/2018
5/25/2018	6/21/2018
6/25/2018	7/19/2018
7/23/2018	8/16/2018
8/27/2018	9/20/2018
9/24/2018	10/18/2018
10/22/2018	11/15/2018
11/26/2018	12/20/2018

PROJECT SPECIFICATION



Date: <u>11/14/2018</u>	Branch: <u>Chicago</u>
Sales Consultant : <u>Bryan Carlson</u>	CSC Phone: <u>HOME DEPOT PHONE: (877)-903-3768</u>
Sales Consultant Phone # : <u>[REDACTED]</u>	License(s): <u>[REDACTED]</u>

INSTALLATION ADDRESS: 1013 East Jefferson Street

Bloomington IL 61701

Job #: 1-AQVLNZV

PURCHASER(S):	Work Phone	Home Phone	Cell Phone
josh mlot	<u>[REDACTED]</u>		
Samantha Mlot	<u>[REDACTED]</u>		

PROJECT NAME: Windows Quote

Date: 11/14/2018

PROJECT SPECIFICATIONS

1	1st/FAM/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 28.00, Height 76.00, Width + Height 104.00, Glass - 6100 - Energy Star - North Central, Window/Door Wrap, Wrap Color White	
2	1st/FAM/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 28.00, Height 76.00, Width + Height 104.00, Grid Position, Glass - 6100 - Energy Star - North Central, Wrap Color White	
3	1st/FAM/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 28.00, Height 76.00, Width + Height 104.00, Grid Position, Glass - 6100 - Energy Star - North Central, Wrap Color White	
4	2nd/BATH/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 27.00, Height 68.00, Width + Height 95.00, Flat - Grids Between Glass Grid, DIAMOND Pattern, White Grid Color, TOP Grid Position, 2 Bar(s) Horizontal, 2 Bar(s) Vertical, Glass - 6100 - Energy Star - North Central Tempered Glass Full, Window/Door Wrap, Wrap Color White	

PROJECT SPECIFICATION



Purchaser's Name: <u>josh mlot</u>	Job#: <u>1-AQVLNZV</u>
------------------------------------	------------------------

PROJECT NAME: Windows Quote

PROJECT SPECIFICATIONS

5	2nd/BED3/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 28.00, Height 67.00, Width + Height 95.00, Grid Position, Glass - 6100 - Energy Star - North Central, Wrap Color White	
6	2nd/BED4/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 27.00, Height 68.00, Width + Height 95.00, Grid Position, Glass - 6100 - Energy Star - North Central, Wrap Color White	
7	2nd/BONUS/Windows
Simonton 6100, Double Hung, White Int. Finish, White Ext. Finish, Width 28.00, Height 44.00, Width + Height 72.00, Grid Position, Glass - 6100 - Energy Star - North Central, Wrap Color White	
Job Level and Labor Options	
2-Window/Door Wrap	



Home Improvement Agreement: Page1

Home Depot License #'s - For the most current listing www.Homedepot.com/LicenseNumbers

IL: 104.017473, Aurora 16-00035897, Bartlett 77309, Bolingbrook 3863, Chicago TGC052654, Darien Dar2016, Lake Bluff 43009, Melrose Park 2202, Monee, 15-0120, Riverside 9954, Westchester B1387, Glenview 13497; Waukegan 17-198, Calumet City 00588, Chicago Ridge 0169, 0173, Countryside 201708, Evanston 17LICC- 0002 & 17LICR-0003, Frankfort CT-16 02432, Glenview 13497, Homewood 2102182819, 104017473, Homer Glen CR -6902, Lockport 17-0173, Mount Prospect 6321, Matteson CONT 2016-224, Oak Lawn 104-101743, Riverside 10087, Cook County 050866, Schaumburg 48486, Woodridge 4449, Glendale Heights 16-17340; DuPage Co CR7403, Lake Zurich CR6191, Mundelein CL1612032, Normal 17 0004043, Shorewood 12519, Will County CR-6902, Will Co CR6902, Lake Barrington, 2011-17, Bloomington 10130, New Lenox 17050388, Romeoville 293, Calumet City 1521, Hainesville CC-047, Crete 2017-0177, Justice 17-172

Bryan Carlson

Salesperson Name:

Registration No. (if applicable):

Home Depot U.S.A., Inc. ("Home Depot") or Service Provider named below will furnish, install and/or service the equipment listed below at the price, terms and conditions as outlined on this form.

mlo	josh	Chicago	1-AQVLNZV	
Customer Last Name	Customer First Name	Store # / Branch Name	Customer Lead/ PO#	
1013 East Jefferson Street		Bloomington	IL	61701
Customer Address		City	State	Zip
Home Phone#	Work Phone#	Cell Phone#	Customer Email Address	

NOTICE OF RIGHT TO CANCEL: YOU MAY CANCEL THIS AGREEMENT WITHOUT PENALTY OR OBLIGATION BY DELIVERING WRITTEN NOTICE TO HOME DEPOT AT:

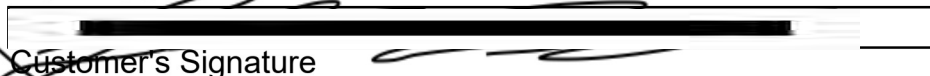
890 Oak Creek Drive	Lombard	IL	60148
Address	City	State	Zip

Or Email: customercancellationmidwest@homedepot.com

Service Provider Email Address

BY MIDNIGHT ON THE THIRD BUSINESS DAY AFTER SIGNING, UNLESS THE STATE SUPPLEMENT PROVIDES A DIFFERENT CANCELLATION PERIOD. THE STATE SUPPLEMENT CONTAINS A FORM TO USE IF ONE IS SPECIFICALLY PRESCRIBED BY LAW IN YOUR STATE. YOUR PAYMENT(S) WILL BE RETURNED WITHIN TEN (10) BUSINESS DAYS AFTER HOME DEPOT'S RECEIPT OF YOUR NOTICE. YOU MUST MAKE AVAILABLE FOR PICKUP BY HOME DEPOT OR SERVICE PROVIDER, AT YOUR SERVICE ADDRESS, AND IN SUBSTANTIALLY THE SAME CONDITION AS WHEN DELIVERED, ANY MERCHANDISE OR MATERIALS DELIVERED TO YOU. OR YOU MAY CONTACT HOME DEPOT FOR INSTRUCTIONS REGARDING RETURN SHIPMENT AT HOME DEPOT'S EXPENSE.

THE LAW REQUIRES THAT THE HOME DEPOT GIVE YOU A NOTICE EXPLAINING YOUR RIGHT TO CANCEL. PLEASE SIGN BELOW TO ACKNOWLEDGE THAT YOU HAVE BEEN GIVEN ORAL AND WRITTEN NOTICE OF YOUR RIGHT TO CANCEL.

Acknowledged by:  11/14/2018
Date

Contract Price and Payment Schedule : Payment of the Contract Price is due upon signing unless a different payment schedule is required by law, specified below or in a payment addendum.

Contract Price: \$ 5380.08 Includes all applicable taxes. Excludes finance charges.*
Sales Tax: \$ 0.00 (If applicable)

***Maximum deposit ONLY applicable in MD, MA, ME (33%), NJ, WI (99%)**

Dep. 25.0 % Deposit Amount \$ 1345.02 Remaining Balance \$ 4035.06

The Home Depot - 2455 Paces Ferry Road, N.W. Bldg. B-3, Atlanta, Georgia 30339 - Customer Care: 1-800-466-3337



Home Improvement Agreement: Page2

Finance Charges:

*Any interest payments or other finance charges will be determined by Customer's separate cardholder or loan agreement, to which The Home Depot is NOT a party, and will be in addition to Customer's payment under this Agreement. Customer is subject to the terms and conditions of the cardholder or loan agreement, as applicable. No funds should be made payable to Service Provider; however, Service Provider may collect Customer's payment(s) made payable to The Home Depot.

Insurance proceeds will ☐ will not ☒ be used to pay some or all of the total amount of sale.

Description of Work to be Performed:

Installation of

A more detailed description of the work to be performed is included in the section entitled Scope of Work which appears on page of this Agreement.

Anticipated Delivery Date / Installation Schedule

Approximate Start Date: Approximate Finish Date:

All dates are approximate and subject to change based on unforeseen events including inclement weather, permitting delays, and delays in confirming insurance coverage of Your claim for any repair, if applicable.

Electronic Records Authorization:

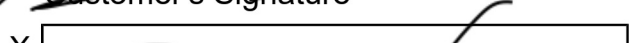
You are entitled to a paper copy of this Agreement if you choose. If you consent to an e-mailed copy, your consent applies to this Agreement and all subsequent documents and written communications related to this agreement. By contacting your Service Provider, you may update your email address, withdraw your consent, or obtain a paper copy of the Agreement or related documents at no charge. By providing your consent and verifying your email address above, you confirm that you have access to a computer that can receive and open emails and PDF documents.

By initialing this paragraph, I consent to receive only electronic records related to this transaction.

☒ Initial

Acceptance and Authorization:

By signing below, you authorize Home Depot to (a) arrange for Service Provider to perform Installation and/or (b) order and arrange for the delivery of special order merchandise, including special order merchandise that may be custom made, as specified in this Agreement. Do not sign if blank or incomplete. (Service Provider's/permitting information may need to be provided to You later.) By signing, you acknowledge that you have read, understand, and accept this Agreement in its entirety, including the General Terms and Conditions and State Supplement, if any. You further acknowledge receiving a complete copy of this Agreement. Keep it to protect your legal rights.

	11/14/2018	The Home Depot		
Customer's Signature	Date	Service Provider Name		
X 	11/14/2018	890 Oak Creek Drive		
Co-Signer (if applicable)	Date	Service Provider Address		
	1/14/2018	Lombard	IL	60148
Signature On Behalf of Home Depot	Date	City	State	Zip
Service Provider Phone Number		Service Provider License Number		



The Home Depot General Terms & Conditions

1. **DEFINITIONS:** "Agreement" means the Home Improvement Agreement between You and Home Depot, plus **(a)** any Change Orders; **(b)** the State Supplement, if any; **(c)** these General Terms and Conditions ("General Conditions") and any documents referenced in or attached to any of the foregoing. "Defect" means any Services that are found not to be as warranted. "Home" means the real property, fixtures and any physical improvements where the Services are performed. "Services" means **(I)** the delivery and furnishing of goods, equipment, materials, and hardware; and **(II)** any related labor and services, including without limitation, construction, consultation, fabrication, erection, installation, inspection, maintenance, repair, and testing. "Service Provider" means an independent contractor, authorized by Home Depot, and its employees, agents, and subcontractors. "Work Area" means any property, buildings, or structures necessary for the staging, temporary storing and performance of the Services. "You"/"Your" means the customer identified in the Agreement.

2. **HOME DEPOT'S RESPONSIBILITIES:** Home Depot or Service Provider will complete the Services in a workmanlike manner and in accordance with applicable law without causing damage to Your Home, *provided, however*, that Home Depot or Service Provider will not start or continue with any Services upon discovery of any condition at Your Home that Home Depot or Service Provider deems in its sole discretion to be hazardous or unsafe. Unless specifically contracted to do so, neither Home Depot nor Service Provider is obligated to repair such pre-existing hazardous or unsafe conditions.

3. **ASSIGNMENT/SUBCONTRACTING:** Home Depot and Service Provider may assign this Agreement, or any right herein, or any monies due or to become due hereunder, and may delegate or subcontract any obligations or Services hereunder without Your consent. This Agreement shall not be assigned by You without first receiving Home Depot's written consent, which may be denied in Home Depot's sole discretion.

4. **YOUR RESPONSIBILITIES:** **(a) Payment:** You agree to pay Home Depot in full for the Services pursuant to the terms of this Agreement. **(b) Safe Access:** You agree to provide Home Depot and Service Provider Safe Access to Your Home. "Safe Access" means safe and complete access to the Work Area, including, without limitation: **(1)** obtaining in advance of the Services consent, permission, or relief from any covenants, easements, restrictions, or other legal encumbrances affecting the Work Area; **(2)** providing the location of utilities, whether underground, concealed, overhead or visible, to Home Depot or Service Provider; **(3)** removing from the Work Area physical impediments, hazards, and building code or zoning violations that affect directly or indirectly the Work Area; **(4)** removing unsafe working conditions and hazardous materials, including environmental hazards, from the Work Area; **(5)** providing sanitary facilities to Home Depot or Service Provider convenient to the Work Area (or, alternatively, paying for the rental costs of such facilities); **(6)** providing all utilities, including without limitation, power, water, ventilation and climate control, in and for the Work Area; **(7)** removing from and protecting against minors, pets, guests and visitors in the Work Area; **(8)** keeping permits, if required, visible at all times; **(9)** disengaging, suspending or terminating any security systems protecting the Work Area; **(10)** providing adequate temporary storage space as needed for Home Depot's or Service Provider's performance of the Services; and **(11)** not interfering, impeding, impacting or otherwise disrupting the Work Area at any time during Home Depot's or Service Provider's performance of the Services. **(c) No Performance:** Services are to be performed by Home Depot or Service Provider. If You attempt to perform or assist with the Services in any way, You assume all risk for property damage and for injury to Yourself and others.

5. **MODIFICATIONS AND CHANGE ORDERS:** Without invalidating this Agreement, You may authorize Home Depot or Service Provider to perform Services beyond the scope of the Agreement ("Change Order"). A Change Order shall be issued by Home Depot or Service Provider on behalf of Home Depot, which You may accept by signing. Upon Your signing of the Change Order, it shall become part of this Agreement, subject to all of the terms of the Agreement. Change Order may also result from Home Depot or Service Provider encountering conditions at the Work Area that impact, impede or otherwise



The Home Depot General Terms & Conditions

interfere with the performance of the Services, requiring an increase in cost, time, or both. Following the discovery of any conditions that impact, impede or otherwise cause the Work Area not to have Safe Access, Home Depot may immediately ask for a Change Order or discontinue the Services without further obligation to You. If You decline a Change Order request, You or Home Depot may terminate this Agreement.

6. TITLE AND RISK OF LOSS: The title to and risk of loss for any materials or goods provided to You that originate from Home Depot shall pass to You when paid in full by **(1)** You or **(2)** the Service Provider as part of the Services. Title to any other materials or goods provided by Service Provider shall pass to You upon completion of the Services.

7. WARRANTY AND LIMITATION ON WARRANTIES: **(a) Warranty:** Unless otherwise stated in the Agreement, Home Depot warrants for 1 year from the completion date that all Services shall **(i)** be performed with good workmanship and **(ii)** conform to the requirements of the Agreement. During the warranty period and within a reasonable time after receiving notice from You of a warranty claim, Home Depot may, at its sole option **(i)** correct or replace each Defect, or **(ii)** remove each Defect and refund the full purchase price thereof to You; *provided, however*, that all warranties are voided if **(1)** anyone other than Home Depot or Service Provider performs work upon or otherwise modifies any materials or Services provided under this Agreement, or **(2)** You fail to pay Home Depot as provided in this Agreement.

(b) Limitation on Warranties: THE WARRANTIES PROVIDED IN THIS AGREEMENT ARE STRICTLY LIMITED TO THE FOREGOING EXPRESS WARRANTIES CONTAINED IN PARAGRAPH 7A, IN THE WARRANTY SECTION OF THE AGREEMENT, IF ANY, OR IN THE STATE SUPPLEMENT, IF ANY. YOU ACKNOWLEDGE AND AGREE THAT NO OTHER WARRANTIES ARE MADE OR GIVEN BY HOME DEPOT OR SERVICE PROVIDER, INCLUDING ANY WARRANTY FOR FITNESS OF PURPOSE, WARRANTY OF MERCHANTABILITY, OR ANY OTHER ORAL, EXPRESS OR IMPLIED WARRANTIES. HOME DEPOT'S EXPRESS WARRANTIES ARE VOIDED FOR ANY DEFECT CAUSED BY ABUSE, MISUSE, NEGLIGENCE, ACTS OF GOD, LACK OF PRESCRIBED OR STANDARD MAINTENANCE, OR IMPROPER CARE/CLEANING. ANY MANUFACTURER'S WARRANTIES PROVIDED FOR GOODS, MATERIALS, OR EQUIPMENT WILL BE PASSED THROUGH BY HOME DEPOT TO YOU, AND YOU AGREE TO LOOK SOLELY TO SUCH MANUFACTURER FOR REMEDY OF ANY DEFECT IN SUCH GOODS, MATERIALS, AND EQUIPMENT. HOME DEPOT MAY ASSIST YOU WITH WARRANTY CLAIMS AGAINST MANUFACTURERS.

8. TERMINATION: This Agreement may be terminated by Home Depot for its convenience, and by either party for cause if the other party fails to correct a material breach within ten (10) days after receiving notice from the non-breaching party identifying the breach. In the event Home Depot terminates this Agreement because You fail to provide Safe Access to perform the Services, or if either party terminates the Agreement because You decline a Change Order request resulting from unforeseen or hazardous conditions, then You shall pay Home Depot for Services provided through the date of termination plus any costs or expenses incurred by Home Depot or Service Provider as a result of the termination.

9. CHOICE OF LAW; SEVERABILITY: This Agreement shall be governed by and interpreted in accordance with the laws of the State where the Project is physically located. The parties intend for the terms and conditions in the Agreement to be complementary, consistent, and enforceable under applicable laws. In the event any term or condition in the Agreement violates applicable law, such term or condition shall be severed from the Agreement, but only to the extent necessary to avoid such violation, without invalidating any other terms and conditions of the Agreement.



The Home Depot General Terms & Conditions

10. **ENTIRE AGREEMENT:** This Agreement is the final, integrated, and exclusive expression of the parties' understanding, which supersedes all prior offers, orders, understandings, representations, proposals, confirmations, and negotiations between the parties, whether oral or written. No course of dealing, usage of trade, course of performance, course of conduct, or any other evidence of additional or different terms shall be admissible to contradict or vary any term in the Agreement.

11. **SECURITY INTERESTS; LIENS:** If You make all payments as required under this Agreement, no security interest will be placed against Your property by Home Depot. If a security interest is placed on Your property, it creates a lien, mortgage, or other claim against Your property to secure payment and may cause a loss of Your property if You fail to pay as requested. After paying on any completed phase of the Services and before making any further payments, You should request from Home Depot or Service Provider a signed, unconditional release from, or waiver of, any right to place any claim against Your property applicable to the work then completed. You may ask an attorney about Your rights to discharge security interests.

12. **RETURNS:** Custom order merchandise (i.e., goods that are custom made, uniquely altered, colormatched, shaped, sized, or otherwise uniquely designed or fitted to the requirements of a particular space) is non-returnable, and its purchase price cannot be refunded unless Home Depot or Service Provider **(1)** incorrectly ordered item, or **(2)** damaged item beyond repair. Special order merchandise may be returned, and a refund for all or part of the purchase price provided, in the discretion of Home Depot. Please contact Your store for additional details concerning returns.

13. **AGREEMENT/SERVICE ORDER COMMUNICATION PREFERENCES:** You can visit www.homedepot.com > In-Store Special Orders at any time to access Your account for the following: **(1)** Update Your Agreement/Service Order Communication Preferences (email, text, Auto Call); **(2)** Contact Home Depot for order assistance; **(3)** View latest order status; or **(4)** Take action to schedule pickup for Your Service Orders. To **stop** any of the following communications You may visit www.homedepot.com > In-Store Special Orders to access Your account to update Your Agreement/Service Order Communication Preferences, contact The Home Depot, and take action on orders. If You signed up to receive updates about Your Agreement/Service Order(s) via: **(a) Text Message Communications**, You may receive multiple messages per order (including current and future orders) via automated technology to the mobile phone number You provided. The total number of messages received depends on the number of orders placed and order activity. Standard message and data rates apply. Not all carriers covered. You can text STOP to 97710 to stop (You will be sent a confirmation message). Call 1-877-467-2581 or 1-800-466-3337 for help; **(b) Electronic voice communications (Auto Call)**, You may receive multiple pre-recorded phone calls per order (including current and future orders) via automated technology to the phone number You provided. The total number of calls received depends on the number of orders placed and order activity. You can press 9 during a call to opt out or call 800-HOME-DEPOT for help; or **(c) Email Communications**, You may receive multiple Emails per order (including current and future orders) via automated technology to the Email address You provided. The total number of Emails received depends on the number of orders placed and order activity.

Customer: josh mlot

Job #: 1-AQVLNZV

Consultant: Bryan Carlson

Date: 11/14/2018

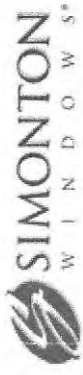
Existing Window										New Window										Hinge Locations From outside, Left to Right						
Location				Style Code		Wraps (Y/N)		Color		Measurements			Grids						Product Options	Labor Options						
ITEM #	Room	Floor		DH	Y		DH	6100	Series Code	Interior	Exterior	Rough Opening		Type (F, S, GBG)	Color	Pattern	# of bars		# of bars		Glass Hardware Screens Mull	Misc Items Code	Bays, Bows Csmnts, 1 Pnl, use L, R or S	For doors use "S" = stationary or "X" = operating		
												Width	Height				UI	Location	Vertical	Horizontal					Location	Vertical
1	FAM	1st		DH	Y		DH	6100		WH	WH	28.00	76.00	104								STD, White, GlassPack: 6100 - Energy Star - North Central	WRAP, LSR			
2	FAM	1st		DH	Y		DH	6100		WH	WH	28.00	76.00	104								STD, White, GlassPack: 6100 - Energy Star - North Central	LSR			
3	FAM	1st		DH	Y		DH	6100		WH	WH	28.00	76.00	104								STD, White, GlassPack: 6100 - Energy Star - North Central	LSR			
4	BATH	2nd		DH	Y		DH	6100		WH	WH	27.00	68.00	95	F, GBG	WH,WH	DG	TOP	2	2	2	2	STD, White, TMP : Full, GlassPack: 6100 - Energy Star - North Central	WRAP, LSR		
5	BED3	2nd		DH	Y		DH	6100		WH	WH	28.00	67.00	95								STD, White, GlassPack: 6100 - Energy Star - North Central	LSR			
6	BED4	2nd		DH	Y		DH	6100		WH	WH	27.00	68.00	95								STD, White, GlassPack: 6100 - Energy Star - North Central	LSR			
7	BONUS	2nd		DH	Y		DH	6100		WH	WH	28.00	44.00	72								STD, White, GlassPack: 6100 - Energy Star - North Central	LSR			

Wall Thickness (inches)	
Additional Shelf (Yes or No)	

* There is no guarantee that new shingles will match existing color.

Customer Signature

VantagePointe - The Home Depot 6100 Series by Simonton Double Hung



With Grids

Glazing	Gas	Spacer System	IG Thickness	U-Factor		R-Value		Visible Transmittance		Solar Heat Gain Coefficient		UV Block	
				Total Unit	Center of Glass	Total Unit	Center of Glass	Total Unit	Center of Glass	Total Unit	Center of Glass	Total Unit	Center of Glass
Clear/Clear	Air	Intercept Spacer	0.75	0.49	0.49	2.04	2.04	0.52	0.81	0.49	0.75	0.42	0.42
Low-E 270/Clear	Air	Intercept Spacer	0.75	0.37	0.3	2.7	3.33	0.45	0.7	0.25	0.37	0.85	0.85
Low-E 366/Clear	Air	Intercept Spacer	0.75	0.37	0.3	2.7	3.33	0.41	0.64	0.18	0.27	0.84	0.84
TIAC36/Clear	Air	Intercept Spacer	0.75	0.37	0.3	2.7	3.33	0.44	0.68	0.24	0.36	0.62	0.62
Low-E 270/Clear	Argon	Intercept Spacer	0.75	0.34	0.26	2.94	3.85	0.45	0.7	0.24	0.36	0.85	0.85
Low-E 270/Low E 270	Argon	Intercept Spacer	0.75	0.32	0.25	3.13	4	0.39	0.6	0.23	0.34	0.95	0.95
Low-E 366/Clear	Argon	Intercept Spacer	0.75	0.33	0.25	3.03	4	0.41	0.64	0.18	0.27	0.84	0.84
Low-E 366/Low E 366	Argon	Intercept Spacer	0.75	0.32	0.25	3.13	4	0.33	0.51	0.18	0.26	0.95	0.95
TIAC36/Clear	Argon	Intercept Spacer	0.75	0.33	0.26	3.03	3.85	0.44	0.68	0.24	0.36	0.85	0.85
TIAC36/TIAC36	Argon	Intercept Spacer	0.75	0.32	0.25	3.13	4	0.36	0.56	0.22	0.33	0.9	0.9
Low-E 270/Clear	Krypton	Intercept Spacer	0.75	0.32	0.23	3.13	4.35	0.45	0.7	0.24	0.36	0.85	0.85
Low-E 270/Low E 270	Krypton	Intercept Spacer	0.75	0.31	0.23	3.23	4.35	0.39	0.6	0.23	0.34	0.95	0.95
Low-E 366/Clear	Krypton	Intercept Spacer	0.75	0.31	0.23	3.23	4.35	0.42	0.65	0.18	0.27	0.84	0.84
Low-E 366/Low E 366	Krypton	Intercept Spacer	0.75	0.3	0.22	3.33	4.55	0.33	0.51	0.18	0.26	0.95	0.95
TIAC36/Clear	Krypton	Intercept Spacer	0.75	0.32	0.23	3.13	4.35	0.44	0.68	0.24	0.36	0.85	0.85
TIAC36/TIAC36	Krypton	Intercept Spacer	0.75	0.31	0.23	3.23	4.35	0.36	0.56	0.22	0.33	0.9	0.9
Clear/Clear	Air	Super Spacer	0.75	0.48	0.49	2.08	2.04	0.52	0.81	0.49	0.75	0.42	0.42
Low-E 270/Clear	Air	Super Spacer	0.75	0.36	0.3	2.78	3.33	0.45	0.7	0.25	0.37	0.85	0.85
Low-E 366/Clear	Air	Super Spacer	0.75	0.36	0.3	2.78	3.33	0.41	0.64	0.18	0.27	0.84	0.84
TIAC36/Clear	Air	Super Spacer	0.75	0.36	0.3	2.78	3.33	0.44	0.68	0.24	0.36	0.62	0.62
Low-E 270/Clear	Argon	Super Spacer	0.75	0.33	0.26	3.03	3.85	0.45	0.7	0.24	0.36	0.85	0.85
Low-E 270/Low E 270	Argon	Super Spacer	0.75	0.32	0.25	3.13	4	0.39	0.6	0.23	0.34	0.95	0.95
Low-E 366/Clear	Argon	Super Spacer	0.75	0.32	0.25	3.13	4	0.41	0.64	0.18	0.27	0.84	0.84
Low-E 366/Low E 366	Argon	Super Spacer	0.75	0.31	0.25	3.23	4	0.33	0.51	0.18	0.26	0.95	0.95
TIAC36/Clear	Argon	Super Spacer	0.75	0.33	0.26	3.03	3.85	0.44	0.68	0.24	0.36	0.85	0.85
TIAC36/TIAC36	Argon	Super Spacer	0.75	0.32	0.25	3.13	4	0.36	0.56	0.22	0.33	0.9	0.9
Low-E 270/Clear	Krypton	Super Spacer	0.75	0.31	0.23	3.23	4.35	0.45	0.7	0.24	0.36	0.85	0.85
Low-E 270/Low E 270	Krypton	Super Spacer	0.75	0.3	0.23	3.33	4.35	0.39	0.6	0.23	0.34	0.95	0.95
Low-E 366/Clear	Krypton	Super Spacer	0.75	0.31	0.23	3.23	4.35	0.42	0.65	0.18	0.27	0.84	0.84
Low-E 366/Low E 366	Krypton	Super Spacer	0.75	0.3	0.22	3.33	4.55	0.33	0.51	0.18	0.26	0.95	0.95
TIAC36/Clear	Krypton	Super Spacer	0.75	0.31	0.23	3.23	4.35	0.44	0.68	0.24	0.36	0.85	0.85



6100 NARROW FRAME



Why is the 6100 Changing

- Overall, 6100 will be better positioned as a mid-price point “better” window – Compelling value prop vs. the competition
- “Wins” and “Losses” amongst the changes – Some improved features and some design changes to take cost out to support the price drop in June 2011
- More differentiation vs. the 6500
- 6100 features make more sense at the “better” price point when compared to the AC12 and 6500
- We will win if we close MORE middle price point business without eroding 6500 “best” window sales



Launch Timeline

March 21, 2012

- SC's begin selling new frame
- 15-off promo ends on March 20th!



Warranty Support on 6100

- No change to current warranty – warranty maintains vendor right to discontinue parts
- Replacement parts for both designs available
 - Sashes (not changing) and balances will continue to be available, no end date
 - The old frame will be available FOR SERVICES/RE-ORDERS ONLY for several months, specific end date will be determined in coming weeks

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What is Changing

Introduction of the new 6100 narrow frame ...

- Narrow frame allows for increased viewing area
- New Brickmould exterior profile
- New two step sill
- Additional changes
 - Balances
 - Weeps & vent latches
 - Accessory groove

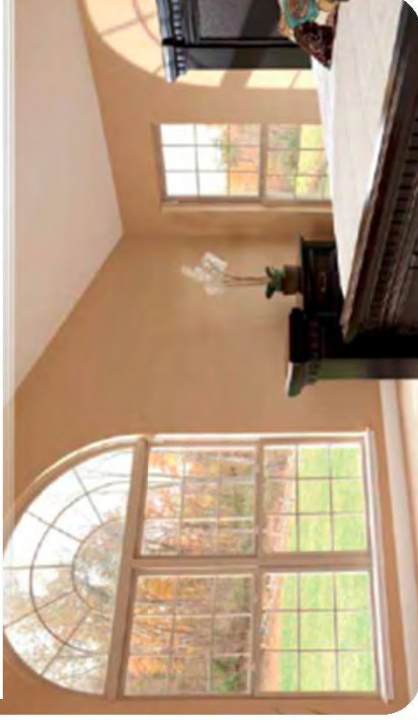


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6100 Styles Changing

Frame design is changing only on these 6100 styles
(supports mulled combinations):

- Double Hung
- Picture Window
- Geos: Half round, half round with legs, eyebrow with legs
- Sliders: 2 PNL & 3 PNL



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Frame Changes – Frame Extrusion

- New frame is narrower (less wide when observing from the front)
- New frame has same depth
- Result is more visible glass without compromising structural integrity
 - *7/8" more glass top to bottom & side to side vs. current*
 - 0.04" vinyl wall thickness reduction from .072" to .068" (*thinner than piece of paper*)
- Improve the look of “real wood” – Significant differentiation vs. the competition

Exterior Look	
Current Frame Design	New Frame Design
Angled	Brickmould

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Frame Changes – Structural/Thermal Performance and Balances

- Meets AAMA Gold label – No change
- No change to Energy Star qualifications
 - Most sizes/styles/glass configurations qualify in all four regions
 - 6100 double-hung does not qualify in Northern zone
 - Reference Energy-Star Playbooks for details - posted on MyWindow by Friday, March 16th



• Constant Force Balance

Current Balance	New Balance
3/4" stainless steel	1/2" stainless steel

- Same ease of operation
- 1/2" balance tested to same standard as 3/4" balance



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Egress Changes

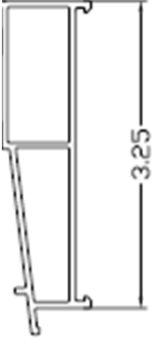
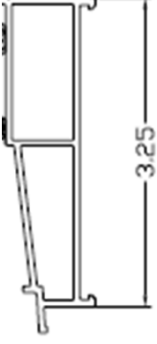
	Meets 5.0 sq ft clear opening		Meets 5.7 sq ft clear opening	
	Min Width	Min Height	Min Width	Min Height
Double Hung	-2 1/4"	8"	-3/4"	8"
2 Panel Slider	-4 1/2"	-5"	-4 1/2"	-2"
3 Panel Slider 1/4-1/2-1/4	-1"	-4"	-1"	-1"
3 Panel Slider 1/3-1/3-1/3	-1"	-5"	-1"	-3"

- New frame necessitated changes to length of sash stop, which affects net clear opening (egress)
- Taller double hung is necessary to meet egress
 - Old frame met 5.0' requirement @ 58" in height (@ 38" width)
 - New frame does not meet 5.0" below 66" in height
- Egress can now be met with a smaller 2 and 3 panel slider
- Refer to your new min/max charts for actual measurements

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Frame Changes - Sill

DH DP Ratings	Up to 45 DP	Up to 35 DP	Up to 50 DP
DH sill cross-section			
Air/Water Infiltration 	Sloped Sill Good	Double-Stepped Sill Better	Triple-Stepped Sill Best

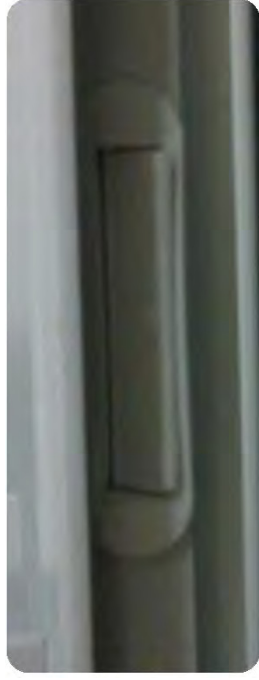


Coastal Concerns:

- 3-step sill available as upgrade to meet coastal DP requirements
- 3-step sill will be commonly used when windows are made to the maximum design pressure
- No change to current process when requesting coastal product : **3-step sill will be ordered automatically when needed based on DP**
- Florida approvals will be complete and posted to the FBC website by 3/15

Weeps & Vent Latches

- Weep flap changed to a wider, shorter design



Current
Weep Flap



New
Weep Flap

- Vent latch change - same vent latch as the 6500

- More durable/stronger
- One vent latch standard
- Ability to add a second vent latch



Current
Vent Latch



New
Vent Latch



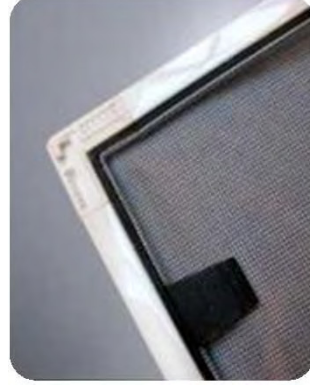
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Screens

- **Roll-formed half screen will continue to be standard on the new 6100**
 - There is an option to upgrade to full extruded screen

Features	Roll-formed	Extruded
Corner Joining	Plastic corner key for tight fit	Internal corner key. Exterior is precision-mitered for smooth look
Aluminum construction	Thinner gauge of aluminum	Thicker gauge of aluminum for increased rigidity
Removal	Pull tabs - Black	Lift rail
Spline	Located on the exterior Can be re-screened in the field	Located on the interior Cannot be re-screened in the field



Rollformed



Extruded

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Pricing 2nd Vent Latch and Extruded Half Screen

- 2nd vent latch: **\$5 per latch**
- Extruded Half Screen: **\$10 per screen**
- Revised spec sheet codes, pricing worksheets and description of pricing will be distributed on Friday, March 16th
 - Use new Spec Sheet Codes for the additional vent latch or extruded half screen upgrade

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Ordering

- All 6100 sales made on March 21st or later will get the new frame based on the sale date (provided to Simonton)
- Sales will not have to specify old or new 6100
- Production will confirm old/new frame in RASWEB (more details to follow in this presentation)
- Simonton will flag every 6100 unit as old or new frame. All reorders will automatically be ordered as the correct version.
- Production will receive more detailed instructions in writing, including Simonton website specifics.

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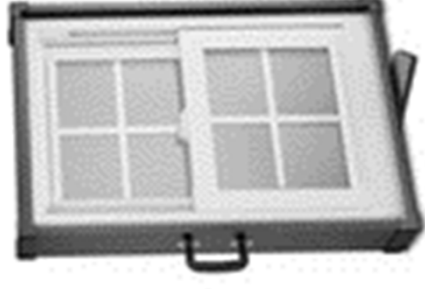
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Support Materials

Samples will be delivered the week of 3/12:

- Double hung corner cuts (*Sales Consultants and Sales Managers*)
 - Shows the sill, glass pack, sash, miter cuts, spacer system, tank system, lift rail
 - Use sample to explain the window sections, show how the sill and weather-stripping come together and to involve the customer
- 7"x7" roll-formed screen samples (*Sales Consultants*) to manage customer expectations
- Full double-hung hand samples (*Sales Managers only*)
- If additional hand samples are needed use the sample order form posted on MyWindow



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Installation Process Changes

Current 6100



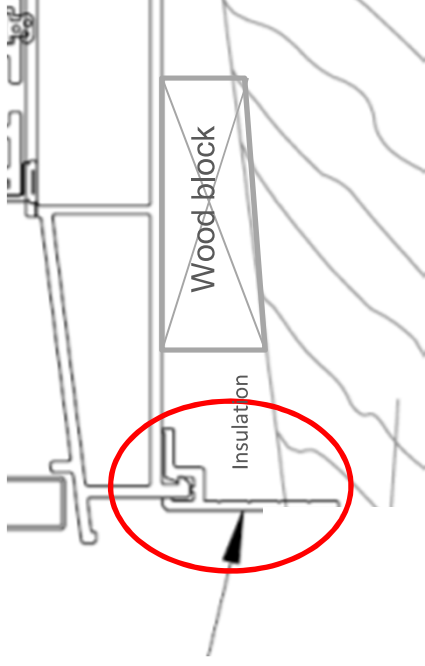
Current 6100 has an accessory track accessible from the front of the frame. Sill extender can be applied after installation.

Currently one version of sill extender is commonly used

Sill Extender



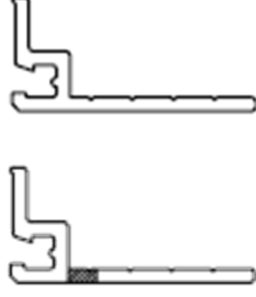
New 6100



New 6100 has a hook accessible from the back of the frame. Sill extender must be trimmed and applied prior to installation.

Flexible Sill Extender (Standard)
Rigid Sill Extender (Optional)

Going forward both flexible and rigid sill extenders will be commonly used based on branch preference. Samples will be sent to BIM attention.



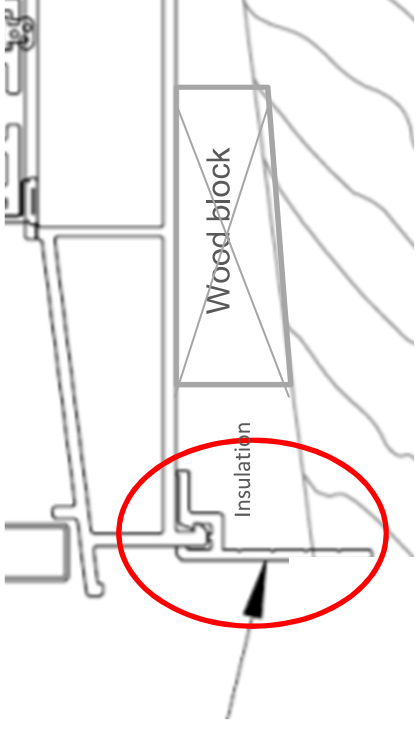
Flexible Sill Extender
Rigid Sill Extender

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Installation Process



When installing the redesigned 6100, there are several important changes to note:

- Any accessories need to be applied to the frame prior to installing it in the opening
 - Current accessory styles will be available, but have been modified to fit the accessory groove change
- As with all Simonton accessories, sealant should be applied in the accessory track to prevent water infiltration
- Two options for wrapping/capping:
 - Wrap into the opening prior to installing the window
 - Wrap to the exterior face of the window

Test Installation Feedback

Implications of accessory groove and sill extender changes:

- Biggest difference is application of sill extender. Current sill extender allows sill extender to be trimmed and snapped into place with the window in the opening
- New 6100 requires :
 - Dry-fit window frame in opening
 - Determine width of sill extender
 - Remove window frame
 - Trim sill extender to width and apply to window frame
 - Secure window frame in the opening
- Fitting sill extender on the frame outside the opening ensures that the corners are fitted correctly and allows installer to caulk back side of sill extender corners

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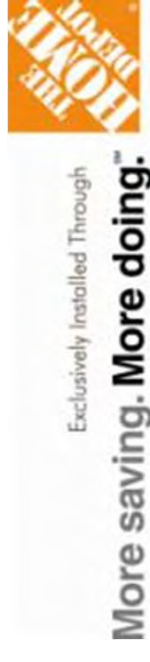


Servicing

- Old frame will be available **for re-orders** for several months - end date TBD based on usage/supply.
- End date for old frame re-orders will be communicated over the coming weeks
- Sales made March 21st or later will be identified as "new 6100" in RASWEB's Special Considerations and in LMS' Order Detail screen and Comments once PSG RTP's the job.
- There will be rare exceptions when we will sell old frame 6100s on March 21st or later so ALL units will be identified as old or new frame beginning with sales made on March 21st.
 - **Comments and Special Considerations will say either "6100 Order Style written as Old Style 6100" or "6100 Order Style written as New Style 6100"**
 - **Order Detail will say "Old 6100 style windows will be ordered" or "New 6100 style windows will be ordered" in the header section**

NOTE: Active Jobs and Services Report does not show line item detail - no changes

- Parts Reminder:
 - Sash design is not changing
 - Balances, sashes, stops, etc. will be available going forward – no discontinuation of these parts
 - **Only part unique to the old frame is the frame extrusion itself**



Next Steps

Sales

- Samples arrive week of 3/12
- Revised Spec Sheet Codes, Pricing Worksheet and Description of Pricing for the extruded half screen and 2nd vent latch distributed March 16th
- Energy-Star Playbooks updated and posted to MyWindow by March 16th

Production

- Production-specific calls with the BIM's and FS's over the next 2 weeks
- Detailed installation instructions, FAQ's and specifications will be completed and distributed by March 16th
- End date for availability of the old frame FOR SERVICES will be provided as soon as it is available

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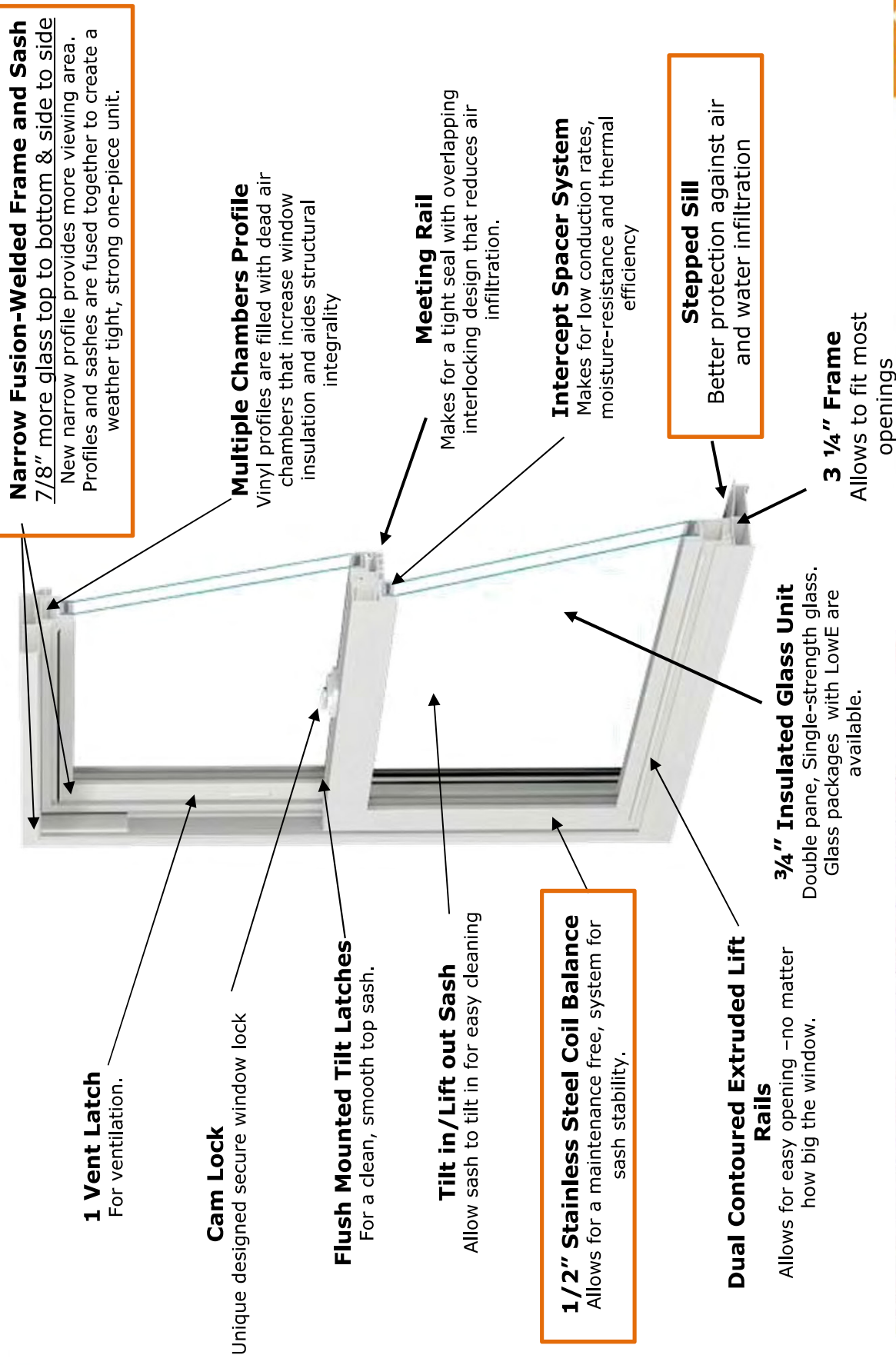
APPENDIX

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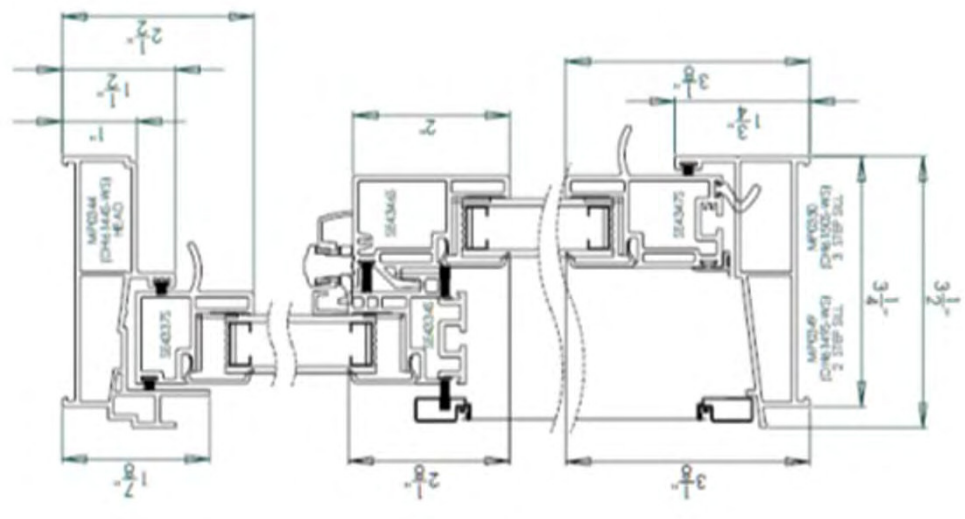


Double Hung Features

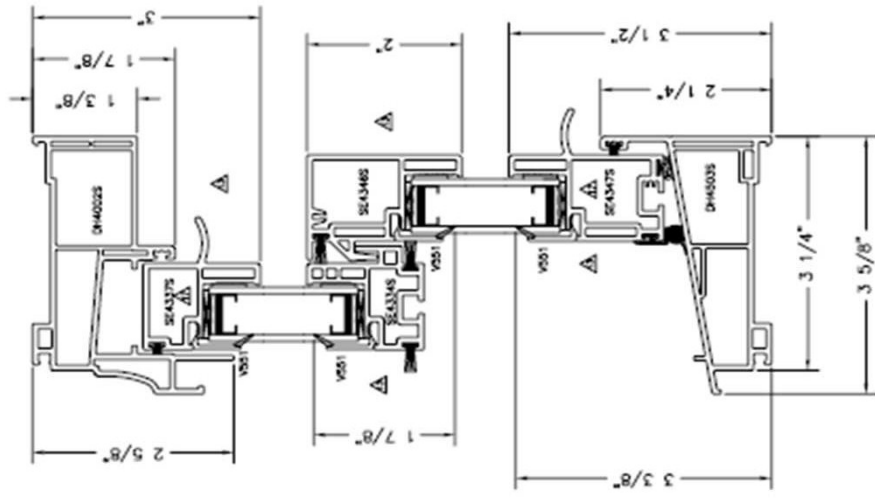


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Double Hung Comparison Chart



Old 6100	New 6100	
2.25"	Frame Profile Height (from sill)	1.75"
9	Frame Air Chambers	9
8	Weatherstripping Contact Points	8
Front of frame	Acc. Grove	Back of frame
3/4" constant force	Balance	1 1/2" constant force
Sloped	Sill	Stepped
Flat	Exterior	Contoured



THE HOME DEPOT

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Features Comparison

Features	Current 6100	New 6100
Style Options	DH, SL, EV, PW, CS, Bay/Bow, Geo, Garden window, Patio Door	No change
Frame Style	Wide Design, Angled profile	Narrow design, Brickmould profile
Frame Width	3 1/4"	No change
Screen	Rollformed, half <i>Upgrade: Extruded</i>	No change
Glass	Clear, 7/8", Single strength <i>Upgrade: 270 Double strength Obscure</i>	No change
Vinyl Color	White, Tan	No change
Spacer	Intercept®	No change
Sill	Sloped	Double Stepped <i>Upgrade: Triple Stepped</i>
Balance	3/4" stainless steel constant force	1/2" stainless steel constant force
Grids	Flat & Sculptured	No change
Meeting Rail	Interlocking/Overlapping	No change
Weep Flaps	Wide	Narrow
Air Lock/Vent Latch	1 standard <i>Upgrade: 2 locks/latches</i>	1 standard <i>Upgrade: 2 locks/latches</i>
Certifications	Energy Star & AAMA Gold	No change
Product Warranty	Lifetime	No change

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Product Series		6500	Current 6100	NEW 6100	NEW 6100 High DP
Product Mix	General	Market Position	Better	Better	Better
		Availability (exclusivity, open to all, etc)	THD Only	THD Only	THD Only
		Application	Retrofit	Retrofit	Retrofit
		Interior Colors	White, Tan, Driftwood, Oak, Maple, Cherry	White, Tan	White, Tan
		Exterior Colors	White, Tan, Driftwood, Bronze, Chocolate, Red, Green, Cream, Tan, Driftwood	White, Tan	White, Tan
		Series-specific Window Styles available	DH, PW, EV, CS, AW, 2 & 3 Panel Sliders, GEO, Hoppers, DH Bays & Bows, CS Bays & Bows	DH, PW, CS, DSL, 3 lite SL, Hopper, GEO, DH Bays & Bows, CS Bays & Bows	DH, PW, CS, DSL, 3 lite SL, Hopper, GEO, DH Bays & Bows, CS Bays & Bows
		Series-specific Bays/Bows	Yes	Yes	Yes
		Series-specific Door Styles	Garden Door, Patio Door	Patio Door	Patio Door
		Coastal product enhancements	Steel/alum reinforcement hi-tilt for DH	NA	NA
		Simulated Wood Grain	Oak, Maple, and Cherry Wood Laminate	Not Available	Not Available

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Product Series		6500	Current 6100	NEW 6100	NEW 6100 High DP
Frame	Frame Construction	Fusion	Fusion	Fusion	Fusion
	Frame Gauge	0.072"	0.072"	0.067"	0.067"
	Frame Width	3.25"	3.25"	3.25"	3.25"
	# Air chambers	13	9		
	Frame Profile	Architecturally Coved	Angled	Brick Mould	Brick Mould
Sash	Sill	Triple-stepped sloped	Sloped	Double-stepped sloped	Triple-stepped sloped
	Sash Construction	Fusion	Fusion	Fusion	Fusion
	Sash Gauge	0.080"	0.072"	0.072"	0.072"
	Equal Lite (Y or N)	Yes	No	No	No
	Edges	Radius	Radius	Radius	Radius
Glass	Interlocks (Meeting Rail)	Interlocking and Overlapping	Interlocking	Interlocking	Interlocking
	Lift Rail	Integral, Contoured, Single Wall	Integral, Contoured, Single Wall	Integral, Contoured, Single Wall	Integral, Contoured, Single Wall
	Standard Glazing	LoE ² /Argon	Clear	Clear	Clear
	IG Thickness	7/8"	3/4"	3/4"	3/4"
	Spacer Types/ Options	Superccept, Super Spacer (Depending on window style)	Intercept, Superccept, Super Spacer (Depending on window style)	Intercept, Superccept, Super Spacer (Depending on window style)	Intercept, Superccept, Super Spacer (Depending on window style)
	Glass Strength	Double	Single	Single	Single
	LoE Coating Options	270, 366	270 and 270x2	270 and 270x2	270 and 270x2
	Glass Options	2 Tinted, Tempered, Multiples, decorative, obscure, 366, lami	Double Stregth, 3 Tinted, Tempered Multiples, obscure, 2 coats 270	Double Stregth, 3 Tinted, Tempered Multiples, obscure, 2 coats 270	Double Stregth, 3 Tinted, Tempered Multiples, obscure, 2 coats 270

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Product Series		6500	Current 6100	NEW 6100	NEW 6100 High DP
Weather-stripping					
Head		3 points of contact (1) bulb and (2) fin seal wool pile	2 points of contact fin seal wool pile	2 points of contact fin seal wool pile	2 points of contact fin seal wool pile
Jambs		2 points of contact Dual fin seal wool pile	2 points of contact Dual Fin seal - wool pile	2 points of contact Dual Fin seal - wool pile	2 points of contact Dual Fin seal - wool pile
Meeting Rails		3 points of contact; Dual fin seal wool pile plus Interlock	3 points of contact; Dual fin seal wool pile plus Interlock	3 points of contact; Dual fin seal wool pile plus Interlock	3 points of contact; Dual fin seal wool pile plus Interlock
Sill		3 points of contact (1) fin seal wool pile at the water dam, (1) bulb and (1) Q-Ion type compression seal at the sill	3 points of contact (1) fin seal wool pile at the water dam, (1) bulb and (1) Q-Ion type compression seal at the sill	3 points of contact (1) fin seal wool pile at the water dam, (1) bulb and (1) Q-Ion type compression seal at the sill	3 points of contact (1) fin seal wool pile at the water dam, (1) bulb and (1) Q-Ion type compression seal at the sill
Hardware/Accessories					
Tilt Latches		Low Profile, vinyl	Low Profile, vinyl	Low Profile, vinyl	Low Profile, vinyl
Vent Latches		2	1 (option for 2)	1 (option for 2)	1 (option for 2)
Slider Rollers		Delrin with Stainless axle	Delrin with Stainless axle	Delrin with Stainless axle	Delrin with Stainless axle
Type of Lock		Cam Lock w/Keeper, FER Certified	Cam Lock w/Keeper, FER Certified	Cam Lock w/Keeper, FER Certified	Cam Lock w/Keeper, FER Certified
No. of Locks		2 on windows over 28" wide	2 on windows over 28" wide	2 on windows over 28" wide	2 on windows over 28" wide
Balance System		3/4" Stainless Steel Constant Force	3/4" Stainless Steel Constant Force	1/2" Stainless Steel Constant Force	1/2" Stainless Steel Constant Force
Std Screen Type on DH		Half	Half	Half	Half
Screen Option		Full	Full	Full	Full
Screen Frame		Extruded	Extruded	Rolled Form (Extruded Optional)	Rolled Form (Extruded Optional)
Screen Cloth		Fiber Memory	Fiber Memory	Fiber Memory	Fiber Memory

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Product Series		6500	Current 6100	NEW 6100	NEW 6100 High DP
Perform	DP Rating (DH/SH)	DP40	≤DP45	≤DP35	≤DP50
	U-Factor (NFRC certified)	0.30	0.32 Low E (.48 Clear)	0.32 Low E (.48 Clear)	0.32 Low E (.48 Clear)
	SHGC (NFRC certified)	0.29	0.29 Low E (.55 Clear)	0.29 Low E (.55 Clear)	0.29 Low E (.55 Clear)
Certifications	AAMA Labels	Gold	Gold	Gold	Gold
	THD-Specific NFRC Label	Yes	Yes	Yes	Yes
	Regions with Energy Star	Glass options to meet in each zone	Glass options to meet in each zone	Glass options to meet in each zone	Glass options to meet in each zone
	Other Certifications (NAMI, etc.)	FBC, TDI, JD Power '07, '08, '09, '10, '11	FBC, TDI, JD Power '07, '08, '09, '10, '11	FBC, TDI, JD Power '07, '08, '09, '10, '11	FBC, TDI, JD Power '07, '08, '09, '10, '11
Warranties	Product (Vinyl, Hdwe and Accessories)	Lifetime	Lifetime	Lifetime	Lifetime
	Screen Tears and Punctures	Lifetime	Lifetime	Lifetime	Lifetime
	Transferable	Yes ("Double Lifetime")	Yes ("Double Lifetime")	Yes ("Double Lifetime")	Yes ("Double Lifetime")
	Screen Tears and Punctures	Lifetime	Lifetime	Lifetime	Lifetime
	Accidental Glass Breakage	Yes	No	No	No
	Seal Failure warranty proration	Proration begins 20 yrs, to 50% Lifetime	Proration begins 20 yrs, to 50% Lifetime	Proration begins 20 yrs, to 50% Lifetime	Proration begins 20 yrs, to 50% Lifetime
	Craftsmanship	Lifetime	Lifetime	Lifetime	Lifetime
Delivery	Lead Time	7 Days fm Cut Off	7 Days fm Cut Off	7 Days fm Cut Off	7 Days fm Cut Off
	Website Order Tracking	Yes	Yes	Yes	Yes
	Service Order Tracking	Yes	Yes	Yes	Yes
	Service Lead Time	21 days	21 days	21 days	21 days
	Plant locations	WV; Paris, IL; Vacaville, CA	WV; Paris, IL	WV; Paris, IL	WV; Paris, IL

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CITY OF BLOOMINGTON
REPORT FOR THE HISTORIC PRESERVATION COMMISSION
JANUARY 17, 2019

CASE NO:	TYPE:	ADDRESS	SUBJECT:	REPORT BY:
BHP-02-19	Certificate of Appropriateness	809 N McLean	Chimney and roof repair and replacement	Izzy Rivera
BHP-03-19	Funk Grant	809 N McLean	Chimney and roof repair and replacement	Izzy Rivera

REQUEST:	A Certificate of Appropriateness and a Funk Grant for \$5,000.00 to repair and replace the chimney and roof at 809 N. McLean Street, Gothic, Romanesque and Late Victorian Influences, c. 1882 George Miller with alterations by Arthur L. Pillsbury in 1909. Franklin Square Historic District.
-----------------	--

STAFF RECOMMENDATION:	<i>Staff recommends the Historic Preservation Commission identify eligible items to fund, review roofing materials, assist in selecting an appropriate color for the roof, and review materials and the process for rebuilding the chimney at 809 N. McLean Street.</i>
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Picture of Subject Property

GENERAL INFORMATION

Owner and Applicant: Guardian Tax Partners, Phyllis Peterson

PROPERTY INFORMATION

Existing Zoning: R-2, Mixed Residence
District with S-4 Historic District overlay
Existing Land Use: vacant, multiple family
Property Size: 18,246 square feet
PIN: 21-04-210-001
Historic District: Franklin Square

Year Built: 1881
Architectural Style: Gothic, Romanesque
and Late Victorian
Architect: George Miller, alterations by
Arthur L. Pillsbury 1909

SURROUNDING ZONING AND LAND USES

Zoning

North: R-2, Mixed Residence with S-4
overlay
South: R-2, Mixed Residence
East: R-2, Mixed Residence
West: R-2, Mixed Residence with S-4
overlay

Land Uses

North: Single family home(s)/ Multiple
Family
South: Single family home(s)
East: Single family home(s)
West: Single family home(s)/ Multiple
Family

Analysis:

Submittals

This report is based on the following documents, which are on file with the Community Development Department.

1. Application for Certificate of Appropriateness and Funk Grant
2. Proposed budget
3. Site Photos
4. City of Bloomington Architectural Review Guidelines

PROJECT DESCRIPTION:

The property is located in Franklin Square Historic District. The two and a half story home is located on the east side of North McLean Street. Three Bloomington Architects have their work displayed in this district: George Miller, Arthur F. Moratz and Arthur L. Pillsbury. 809 N. McLean contains contributions from two of them. George Miller is known for a Romanesque house in the same District. 809 N. McLean is identified as the Kerrick-Barry House in a City of Bloomington Survey. Mr. Kerrick was a lawyer and Mr. Barry, the homes second owner, was a McLean County circuit court judge. The house is identified by various influences, Romanesque, Gothic and Victorian.

The petitioner is requesting a Certificate of Appropriateness and a Funk Grant for \$5,000.00 to repair and replace the roof and the chimney. The work will consist of removing seven layers of roofing material and checking the roof deck to ensure it is structurally sound. The proposed

roofing materials will be IKO Premium Dynasty Shingles as provided by the petitioner. According to the petitioner the following will also apply:

- all flashing will be replaced to match
- ice and water shield membrane will be installed on all eaves, walls, valleys, and penetrations
- Flat roofs will be removed and replaced, there is significant deterioration which may require a full rebuild. Material for the flat roofs will be 2 Ply Flintlastic Roof System

The work on the chimney will consist of relaying the chimney which has fallen off and using brick which was matched closely to the original brick. According to the estimate the following will also apply:

- Capping the chimney with 30x36x2.5 inch limestone cap
- Chimney will be layed up six (6) feet
- 8x8x16 inch concrete block will be inside of chimney, poured solid with concrete
- Mortar to be used Brixment N with sand and water

The chimney will have a solid interior from the beginning of the laying to the top.

The National Parks Service Historic Preservation Brief 4, “Roofing for Historic Buildings” and the Bloomington Architectural Review Guidelines state that it is important to understand the historic character of the building, consideration of craftsmanship, record of existing roof, alternative materials and maintenance. All of which will assist in the preservation of not only the architectural character but the historic building. It is important to consider the state of the current roof, and keeping architectural features intact such as trim, when repairing or replacing. Repairing should be considered first, subsequently replacing with appropriate materials. The existing roof is deteriorating and extensive repairing and replacement is needed, and no change in slope is proposed.

The Bloomington Architectural Review Guidelines suggest that in the event replacement materials are needed, they should be same color, material and texture. When repointing, the use of cement-lime mortars is recommended. The petitioner is proposing to rebuild the chimney completely as the original chimney has fallen off the roof. Materials which will be used are Brixment Masonry Cement which can be used for mortar and stucco. Quickrete will also be used to fill the chimney which is a commercial grade blend of stone or gravel, sand and cement. The brick that will be used is Glen Gery bricks which come in a variety of types including Facebrick, and Think Brick.

The Funk Grant guidelines allow funds to be awarded to roof projects if the project is a repair or replacement using modern materials which mimic historic materials in appearance, and increase the durability and useful life. The Funk Grant guidelines also allow for exterior projects to be



funded which will preserve, restore or rehabilitate the original structure and/or historically significant features of the property. Possible items the Commission is able to fund are appropriate material, skilled labor and professional architectural services.

Analysis

Action by the Historic Preservation Commission: The City of Bloomington Historic Preservation Commission shall make a determination regarding the appropriateness of the proposed work based on the architectural review guidelines and Rehabilitation Standards from the Secretary of the Interior

FINDINGS OF FACT:

For each Certificate of Appropriateness and/or Grant 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;* The roof and chimney are in dire need of repairs, the petitioner is requesting assistance in selecting a color that will more adequately represent the home. The chimney needs to be rebuilt completely and it is assumed to be no longer a working chimney.
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;* the petitioner will repair the roof and relay a chimney which has fallen off the roof, thus bringing the house back to the original state. 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;* Replacement materials should match originals in shape, size, and color as close as possible. 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;* the standard is recognized by the petitioner and met.
5. *Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity;* the petitioner is making efforts to maintain the historic character of the home as it exists today. 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 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; removal of any material should be done with care so that the principle structure or other historical feature are not damaged. The standard is met.*
8. *Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project; the standard is met.*
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) Materials proposed should be discussed by the Commission on a case by case basis to determine their appropriateness for this home and if any significant historical features would be destroyed.*

STAFF RECOMMENDATION:

Staff recommends the Historic Preservation Commission identify eligible items to fund, review roofing materials, assist in selecting an appropriate color for the roof, and review materials and the process for rebuilding the chimney at 809 N. McLean Street.

Respectfully Submitted,

Izzy Rivera
Assistant City Planner

Attachments: Certificate of Appropriateness Application, Funk Grant Application, Proposed budgets



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: 809 N McLean Street

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: 1882

Architectural Style: Victorian



Proposed Restoration Work: Repair/replace damaged chimney and roof

Detailed Description of Proposed Restoration Work:

Please provide supporting documents:

Roofing Contractor is Sparks Construction - Brian Sparks. Remove existing 6 layers of shingles. Roof deck will be checked to ensure it is sound. Replace with IKO Premium Dynasty Shingles. All flashing will be replaced to match existing or per requirements. Ice and water shield membrane will be installed on all eaves, walls, valleys and penetrations. Flat roofs will be removed and replaced with 2 ply flintlastic roof system. We have attached the bid, proposed material specifications, and photos of the roof damage. We would defer to the Preservation Commission for assistance in color choice.

Masonry Contractor is Kaisner Masonry - Calvin Kaisner. Re-lay chimney which has fallen off the roof. The chimney will be reinforced and it will be capped with limestone. The brick will be layed as close to a match as the original chimney. We have attached the bid, proposed material specifications, and a photo of the sample match.

The roofing and chimney construction will be coordinated so that the project can be completed in the correct steps required to ensure we are not doing damage to each of the trades.

Project Start Date: Feburary 2019 * Weal **Expected Project Completion Date:** March 2019 *We

Please attach the following information to the application.

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

Applicant Name: Guardian Tax Partners

Applicant Address: 13575 Lynam Drive Omaha Nebraska 68138

Phone: [REDACTED]

Email: pp [REDACTED] i

Applicant Signature* Date

[REDACTED]


12/20/2018

Return to:

City Planner

City of Bloomington Community Development Department

115 E. Washington St. Suite 201

Bloomington, IL 61701

Phone: (309) 434-2341

Email: ksimpson@cityblm.org

Submission Deadline	Hearing Date
12/22/2018	1/18/2018
1/22/2018	2/15/2018
2/19/2018	3/15/2018
3/26/2018	4/19/2018
4/23/2018	5/17/2018
5/25/2018	6/21/2018
6/25/2018	7/19/2018
7/23/2018	8/16/2018
8/27/2018	9/20/2018
9/24/2018	10/18/2018
10/22/2018	11/15/2018
11/26/2018	12/20/2018

ESTIMATE

Sparks Construction LLC
Hudson, IL 61748
(309) 826-2742

Sales Representative
Brian Sparks
(309) 826-2742
brian@sparksconstruction.biz



Donna Pearson
IL

Estimate # 1144
Date 11/7/2018

Item	Description	Qty	Price	Amount
Re- Roof	**Prior to start of job 50% of payment to be paid**	35.00	\$600.00	\$21,000.00

***Specs on roofing material to be used listed below. Sparks Construction LLC is a certified/registered and licensed company to complete all roof jobs in Illinois, more specifically for this job - Bloomington Illinois and will abide by all code and historic requirements needed to complete job properly. Sparks Construction LLC would like to establish that due size and complexity to this job. additional changes to meet said code and historic requirements may be needed during construction. all to be discussed with all parties needed as soon as possible.

6 LAYERS OF SHINGLES COMING OFF. 1 Layer being installed

Shingle material - Brand - IKO
Style - PREMIUM Dynasty Line
Color - To be determined

all flashing (wall, horizontal, chimney etc) will be replaced with what is existing or allowed per requirements

Estimated time start to finish - 7 days - **roof only

1) Meet and greet employees and myself (Brian Sparks).
Walk around home with homeowner to address any unforeseen concerns or areas/items of interest.
NOTE - there will be ALOT of unforeseen items needed to be done to complete job properly that will not be uncovered until the deconstruction process begins. all which to be billed ADDITIONAL

2) Protect ground with tarps and hang tarps from gutter, Lean sheeting over windows or window wells

Item	Description	Qty	Price	Amount
	if needed			
	3) Tear off existing 6 layers of asphalt shingles and dispose of. Includes felt and all drip edge and any damaged step flashing. NOTE - there are 6 layers of shingles on roof currently.			
	4) Verify roof deck is structurally sound and in good quality. NOTE that the roof may require FULL ROOF DECK SHEETING to be applied if the current deck is spaced to far (building has space decking which is 1x6 boards butted together, but the majority of these historic houses did not but them directly together as they did not need too. now city and state code REQUIRES deck to be no greater than 1/4' if roof will needed sheeted it will be billed under "unforeseen items" below.			
	5) "Dry in" roof. Consisted of installing ice and water shield membrane on all eaves/walls/valleys and around any penetrations and chimneys.			
	Drip edge flashing installed along complete perimeter. NOTE that box gutters are currently installed and may need to be removed or sheeted over with a transition. if needed, it will billed per man hour under "unforeseen items"			
	Install Diamond Deck synthetic underlayment or equivalent on all remaining roof deck.			
	6) Stock roofing material from supplier via supplier provided boom truck.			
	7) Install starter shingles on all eaves and along all rakes to provide additional wind protection. Install new asphalt roof shingles - brand and color to be determined			
	8) Remove and replace all plumbing pipe flashing's with lead pipe boots			
	9) Remove old chimney counter flashing and replace with new counterflashing - 3 total chimneys need flashed			
	10) Ground Clean up through out and end of each work day. And a final 100% clean up at end of job.			
	all dormers of house will need to be resided due to the code requirements for new step flashing to be installed on a new roof. also new flashing on the front of each dormer as a "horizontal flashing". the removal of 6 layers of will also create a roughly 4' gap by all siding due to the height of the amount of layers. residing will eliminate and fix all issues. SIDING ESTIMATE WILL BE SEPARATE ESTIMATE. We will remove step flash what is needed for roof replacement included in estimate.			
	Note this estimate is for the shingle majority of the house roof. and does not include the top flat roof and any lower sections of porches.			

Item	Description	Qty	Price	Amount
2 Ply Flintlastic Roof System	Remove and replace all flat roofs including top peak flat roof with a 2 ply flintlastic roof system. front porch,side porch,top flat and back lower flat. Note that the front"west side and back "south" porch has many many existing holes in the roof now and will almost certainly require a full rebuild - all new sheeting and roof deck and many rafter replacements or repairs. all which to be billed under "unforeseen items" as well as siding will need to be removed and replaced along areas where flat roof system must tuck under all walls for proper flashing.	15.00	\$600.00	\$9,000.00
Unforeseen Items	Please note that any unforeseen items of work will be billed at a up-charge upon invoice. as there is no exact way to measure how much unforeseen areas of work are needed. wood sheeting will be billed at \$70/sheet includes removal,labor,material,installation and disposal structural repairs will be billed per man hour at \$75 a man hour minimum of half hour. includes material,labor,disposal and installation	1.00	\$0.00	\$0.00
Tree removal	On the South side of the house "shown in pictures" there are roughly 7 big sized volunteer trees that are blocking access to the back porch and areas of work and will need to be removed. Removal includes cutting down, and haul away.	1.00	\$550.00	\$550.00
Sub Total				\$30,550.00
Total				\$30,550.00

SPECIAL INSTRUCTIONS

Prior to start of job Sparks Construction LLC requires a face to face meeting with all person's financially involved.

Simply due to the size of project, how many unforeseen items there will be, and the current shape of the roof now and structure. In doing so Sparks Construction LLC hopes to eliminate as many surprises this project potentially faces.

Sparks Construction LLC will provide pictures of all work completed.



Dynasty®

with *ArmourZone*™

IKO.COM



IKO DYNASTY PERFORMANCE SHINGLES



Before the first lullaby; before training wheels, summer camps and the big job promotion; ahead of summer vacations and high school graduations — there was one thing that mattered most: safeguarding your family members by providing a roof over their heads.



Many of life's most memorable moments unfold under the UNCOMPROMISING PROTECTION of your roof.

Since 1951, IKO has been there for North American families just like yours, quietly enduring the elements to protect families, homes and everything dear — while providing the luxury of not having to worry.

Now that it's time to replace your roof, don't take it for granted. Keeping your family comfortable and safe is just as important now as ever. And it's important to choose roofing products that not only look great, but also can go the distance. At IKO, four generations of family-owned-and-operated experience go into every product we make. The result? **Beauty you can see. Quality you can feel. And performance you can trust.** Because at IKO, it's not just roofing. It's roofing elevated.





BEAUTY YOU CAN SEE

Your home should reflect
your sense of style and
personality – inside and out.

You may not realize it, but your roof may account for up to 40% of the visual surface area of your home's exterior. Just as upscale countertops can transform your kitchen and say something about you, so too can IKO Dynasty performance laminated shingles elevate your home from ordinary to extraordinary.

Taking high-definition to new heights of distinction.

These extraordinary color blends go above and beyond. You really have to see them to believe them. Some are

subtly nuanced, to harmonize with your surroundings; others are bold and daring to set your home apart in any setting or neighborhood. Now let's talk pattern and texture. IKO Dynasty shingles are manufactured to have "dragon's teeth." The random, varied pattern that's created by staggering their size and position further enhances the impression and appeal of these shingles. Deep shadow bands add breathtaking contrast. High-definition highlights punctuate the pattern with random pops of color.

Your biggest challenge?

Choosing the right color from among the palette of spectacular color blends we offer.



Can't decide on a shingle color? IKO RoofViewer® to the rescue! Our exclusive interactive shingle selector software tool lets you mix'n'match our shingles based on home style, color

QUALITY YOU CAN FEEL

Pick it up, and feel its weight. IKO Dynasty shingles with ArmourZone are heavy-duty and built with quality in mind.

At IKO, we never take quality for granted. And neither should you.

Take one look at this shingle, and you'll see right away it's different.

**DYNASTY'S
CORE STRENGTH
IS ITS FIBER-
GLASS MAT.**

Our mat is coated top and bottom with weathering asphalt then surfaced with colored granules. It's heavy-duty for exceptional durability and structural integrity.

**AN EXCEPTIONAL
BONDING EXPERIENCE.**

Our shingles have our Fastlock™ sealant along their bottom edge that helps prevent wind-driven rain from getting underneath them. When activated by the sun's heat, it gets extra-tacky and creates a strong bond to help ensure maximum protection.

BUILT-IN ALGAE RESISTANCE.

We embed colorfast Algae Resistant granules into our shingles to help inhibit the growth of blue-green algae that can cause unattractive black stains, streaks and discoloration.

WHAT IS AN ARMOURZONE?

It's a 1-1/4" wide nailing surface for correct nail placement reinforced by a tear-resistant band that provides even more fastening strength over a wider surface area of the shingle. Nails applied in this area are optimally

PERFORMANCE YOU CAN TRUST



When the wind whistles and howls like a freight train, what's protecting you and your family against one of Mother Nature's most potentially destructive forces? Even if you live in a high-wind and storm-prone area, the right answer is IKO Dynasty performance laminated shingles with ArmourZone. These oversized shingles are heavy-duty. They'll stand guard as your home's first line of defense against the elements.

**So, let it snow. Rain.
Or blow.**

Thanks to the addition of ArmourZone, IKO Dynasty shingles have been designed to resist winds of up to 130 mph (210 km/h). No wonder IKO Dynasty shingles are so popular with discerning homeowners.



THE IKO ADVANTAGE

Limited Warranty ¹	Limited Lifetime
Iron Clad Protection ¹	15 Years
Limited Wind Warranty ¹	130 mph (210 km/h)
Blue-green Algae Resistant ¹	Yes

PRODUCT SPECIFICATIONS²

Length	40 7/8 in (1038 mm)
Width	13 3/4 in (349 mm)
Exposure	5 7/8 in (149 mm)
Coverage Per Bundle	33 1/3 ft ² (3.1 m ²)
3 bundles = 1 full square - 100 sq ft coverage	

STANDARDS³

ASTM D3462, ASTM D3018, ASTM D3161 - Class F
ASTM D7158 - Class H, ASTM E108 - Class A, CSA A123.5

NOTE: Products with Miami Dade NOA, Florida Product Approval, and Texas Department of Insurance listings are available. Please contact IKO for details.

¹See Limited Warranty at IKO.com for complete terms, conditions, restrictions, and application requirements. Shingles must be applied





Who has seen the wind? We have! We know how much damage it can do if your roof's not properly protected. You can rest easy, knowing Dynasty shingles will perform beautifully on that new roof over your family's heads.

BISCAYNE

Laid-back, welcoming, carefree.

PERFECT PAIRINGS: Stone, wood, brick, siding (especially white or various pastels)

Colors inspired by nature. Brought to life for you by IKO.

Recall the sights and sounds of the beach. The majestic greens and greys of ancient mountains. Crisp, cool blues and whites of sky, water and ice. Or warm, earthy tones of desert red rock and sandstone. Bring it all home to your roof with IKO Dynasty.

APPALACHIAN

Casual, informal, relaxed, yet understated.

PERFECT PAIRINGS: Stone, wood, brick, siding (especially white, light to dark grey, medium to dark blue)

BROWNSTONE

Rustic charm, sophisticated urban chic.

PERFECT PAIRINGS: Stone, brick, wood, siding (especially light, medium or dark brown, cream or grey)

APPALACHIAN



BISCAYNE

BROWNSTONE



PACIFIC RIM

Dramatic, adventurous, bold, daring.

PERFECT PAIRINGS: Stone, wood, brick, (especially red or grey)

DRIFTSHAKE

Warmly casual, relaxed, breezy.

PERFECT PAIRINGS: Stone, logs, brick, wood, siding (especially brown, cream or grey)

SEDONA

Warm, inviting, expansive, dramatic, yet casual, too.

PERFECT PAIRINGS: Logs, wood siding, brick (especially red)

CASTLE GREY

Formal, traditional, sophisticated, elegant, impressive.

PERFECT PAIRINGS: Stone, wood, brick, siding (especially



SEDONA



Color Featured Castle Grey

I KO Dynasty shingles. When it pours, they reign.

Water is your home's worst enemy. High wind can potentially drive it underneath the shingles. Thanks to their ArmourZone, I KO Dynasty shingles are designed to stay put and lie flat, to help minimize wind uplift and reduce

CASTLE GREY

Hi-def. It's not just for TVs.

When it's time to adjust your roof, turn up the volume on what it's saying about you. IKO Dynasty performance laminated shingles are designed to broadcast your sense of personal style to the entire neighborhood. Say it loud and proud, with our ultra-high-definition quality shingles.

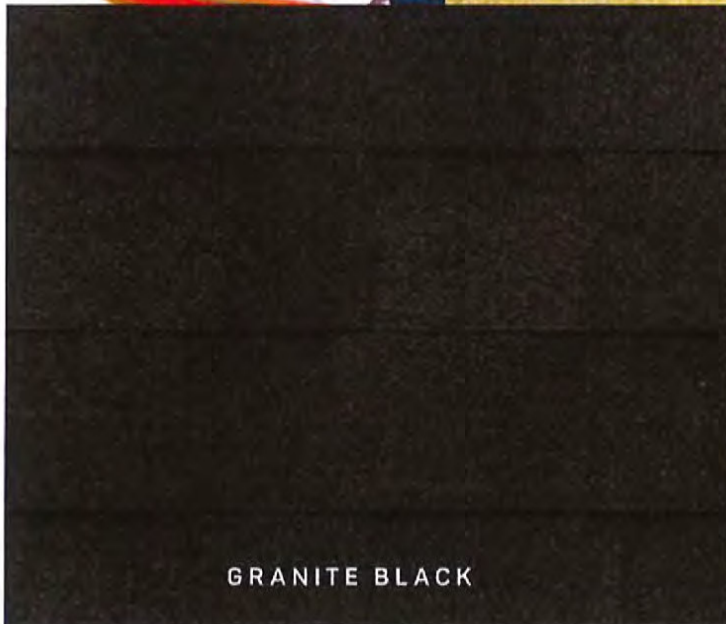
GLACIER

Stately, formal, elegant, traditional.

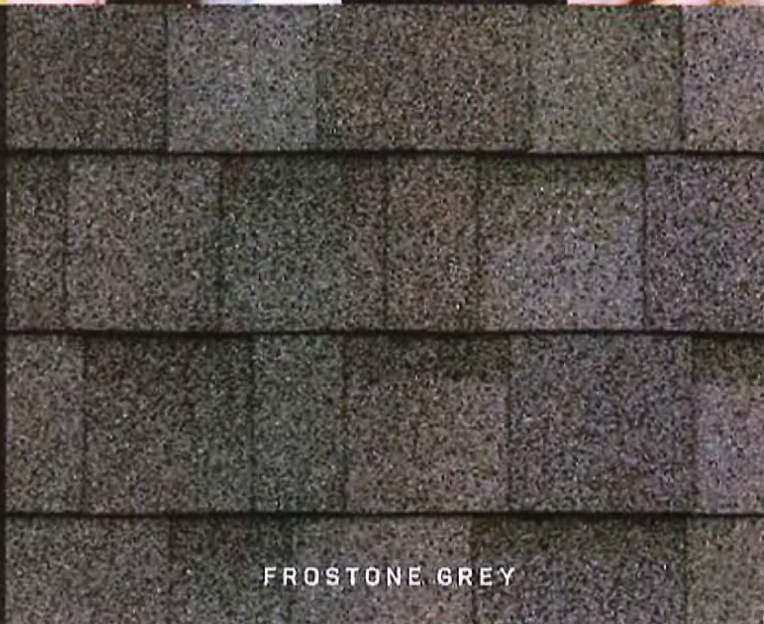
PERFECT PAIRINGS: Stone, brick, masonry, siding (especially white, dove grey or midnight blue)



GLACIER



GRANITE BLACK



FROSTONE GREY

There's no substitute for the real thing. Before you decide on the perfect color of IKO Dynasty shingles for your home, ask to see several full size shingles and an actual roof installation. Then watch how it changes appearance in varying degrees of sunlight. The color blends are so unusual, so truly spectacular, you have to see them to believe them.



CORNERSTONE

Natural, relaxed, stately, welcoming.

PERFECT PAIRINGS: Stone, wood, brick, masonry, siding (especially cream, beige or grey)

FROSTONE GREY

Clean, contemporary, upscale, unexpected.

PERFECT PAIRINGS: Natural stone, grey masonry, grey or white siding

GRANITE BLACK

Formal, classic, urban chic, traditional, elegant.

PERFECT PAIRINGS: Stone, brick, masonry, siding (especially red, white or grey)

CORNERSTONE

PRO4

ROOFING COMPONENTS

BEAUTY. QUALITY. PERFORMANCE.

From the outside in.

Shingles are your home's first line of defense, but they protect, perform and look their best when you choose **IKO PRO4 Roofing Accessories** to go with them.



Stunning beauty.

IKO ridge cap shingles protect the roof's vulnerable areas and create a breathtaking roofline, too. Choose from among these pre-cut IKO hip and ridge products for the perfect finishing detail:

IKO Hip and Ridge,[™]
IKO Hip & Ridge 12,"[™]
IKO Hip & Ridge Plus[™]
or UltraHP.[®]



Underlying quality.

Protect your roof deck with high-quality IKO synthetic underlayments and help the eaves fend off water penetration caused by ice dams or wind-driven rain with effective IKO Ice & Water Protectors.



Leading edge performance.

Pre-cut IKO Leading Edge Plus[™] starter strips save installers time, provide a straight guideline and give shingle edges a neater, more attractive appearance.



IKO Dynasty[™]
with ArmourZone[®]

*To ensure complete satisfaction, please view several full size shingles and an actual roof installation prior to final color selection as the shingle swatches and photography shown online, in brochures and in our app may not accurately reflect shingle color, and do not fully represent the entire color blend range, nor the impact of sunlight.

The information in this literature is subject to change without notice. We assume no responsibility for errors that may appear in this literature.

To find out more about Dynasty with ArmourZone Performance Shingles or additional IKO products please talk to an IKO sales representative or your professional roofing contractor.

Technical Data Sheet

DiamondDeck®

High-Performance Synthetic Roofing Underlayment



PRODUCT INFORMATION

DiamondDeck is a synthetic polymer-based scrim-reinforced underlayment designed for use on roof decks as a water-resistant layer beneath asphalt roofing shingles, wood shingles and shakes, metal shingles, concrete tile or slate. Follow finished roofing manufacturer's instructions and all local building code requirements. It has exceptional dimensional stability compared to standard asphalt felt underlayment when wet. It's stability eliminates the possibility of wrinkles caused by hygro-expansion. Standard asphalt felt can become so wrinkled when it picks up moisture that it can sometimes "telegraph" its wrinkles through to the shingles applied over it, creating visually objectionable wrinkles on the finished roof. DiamondDeck's extra-large 4-foot width and 250-foot length helps speed application. It has a special top surface treatment that provides excellent slip resistance, even when wet. CAUTION: Walking or crawling on any roof surface can be dangerous, especially when wet or snow/ice covered.

Product Data:

Roll Length (ft.):	250
Roll Width (ft.):	4
Roll Size (Gross sq. ft.):	1000
Roll Coverage (Typical net sq. ft.):	937.5
Shipping Weight (approx. lb/roll):	38

Limitations: Between slopes of 2" per foot up to 4" per foot please reference Low Slope Application below. Do not install DiamondDeck as ice dam protection along eaves. Two layers of DiamondDeck cemented together is not an equivalent to WinterGuard®. This product is not designed to be permanently exposed to sunlight or to the weather. Tested to a maximum UV resistance exposure duration of 180 days (see fastening section below for more detail).

Product Composition: DiamondDeck roofing underlayment is based on a tough woven polyolefin reinforcement laminated between layers of specially formulated UV-stabilized polymer films.

Technical Data:

DiamondDeck is Classified by UL to be a suitable underlayment for use in any UL Class A, B, or C fire rated shingle system. Typical properties of DiamondDeck are shown in Table 1 below. DiamondDeck is manufactured to comply with physical property requirements of ASTM D226 and ASTM D4869, including resistance to "liquid water transmission."

Water Vapor Transmission – ASTM E96 Method A (dry method) < 0.2 Perms
Method B (wet method) < 0.4 Perms

Applicable Standards:

ASTM D226 and D4869 (Physical properties only)
Classified for use beneath UL 790 Class A/ASTM E108 Class A fire rated asphalt shingles
ICC-ES ESR 3344
CAN/CSA Standard A220
Florida Building Code Approved
Miami-Dade Product Control Approved
TDI Approved Synthetic Underlayment

INSTALLATION

Storage: Store DiamondDeck rolls horizontally on the pallet or standing on end after opened, in a dry, protected area at a temperature less than 120°F.

Deck Preparation: Provide a clean, dry and smooth deck surface by eliminating dust, dirt, loose nails and other objects. Before application to existing roofs, remove all roofing materials, then clean the roof deck until it is free of any dirt, dust, nails, and other materials.

Standard-Slope Application (4:12 and Greater): Starting at the lower edge of the roof, cover the entire deck by applying a single layer of DiamondDeck parallel to the eaves, with printed side facing up. When necessary, overlap all ends (vertical laps) at least 6" and "weather-lap" all sides (horizontal laps) at least 3". Offset end laps from course to course at least 3 feet. Apply flat and unwrinkled, carefully fastening as described below to hold in place.

Low Slope Application (2:12 to <4:12 Slopes): When not using CertainTeed recommended WinterGuard or self-stick underlayment (for best application practices); slopes of **2" per foot up to 4" per foot require two layers (double coverage) of DiamondDeck** in "shingle-fashion".

- Install a full 25.5" starter strip along the eaves
- Install a full 48" wide sheet over the starter strip
- Apply each succeeding 48" wide courses up the roof overlapping each previous course a maximum of 22.5" exposure (or 25.5" overlap) in traditional "half-lap" installation or in "shingle fashion".
- Overlap 12" at all end lap seams and offset from adjacent end laps by 3' minimum.

Exposure Limitations:

- For new construction or for unfinished building shells; maximum exposure limit is 10 days (allows for building inspection before permanent roof is installed).
- For re-roofs or recovering existing roofs; maximum exposure limit is 2 days (48 hours).

Important Note: Based on standard accelerated QUV testing, the 180-day Ultraviolet resistance refers to standardized testing conducted to ensure the product will not physically degrade when exposed to UV. It is NOT related to withstanding water, snow, or wind. DiamondDeck Synthetic Roofing Underlayment is water resistant; it is **NOT WATERPROOF primary barrier**. DO NOT USE DiamondDeck Synthetic Roofing Underlayment as a temporary roof to protect property or possessions. Primary roofing should be installed immediately after underlayment installation if possible.

Fastening: DO NOT USE STAPLES! Plastic 1" head cap nails are strongly recommended. Roofing nails with standard 3/8" heads are permitted for immediate cover-up. Approved fasteners can be either pneumatically driven or hand applied. Correct nailing locations are clearly indicated by the circular target printed on the top surface.

Proper fastener spacing is 15" On-Center (O.C.) vertically and 12" O.C. horizontally (parallel to eaves). On vertical side/end laps install 8 fasteners equally spaced at 6" O.C. centered in the lap to hold the underlayment in place.

Lap Sealing (required for up to 2 day dry-in): Where laps or joints require sealant or adhesive, use a high quality asphalt roofing cement meeting ASTM D4586 Type II or cements/caulks based on butyl rubber or urethane. It is particularly important to seal all lap seams in areas where the underlayment will be exposed to wind-driven rain.

Eaves Flashing for Ice Dam Protection (all slopes): Do not install DiamondDeck as ice dam protection along eaves. Eaves flashing may be constructed from self-adhering waterproofing underlayment (such as CertainTeed's WinterGuard Waterproofing Shingle Underlayment, or its equivalent). Two layers of DiamondDeck cemented together is not an equivalent to WinterGuard. Eaves flashing for ice dam protection should be installed to a level of at least 24" inside the interior wall line, or in areas of severe icing, at least up to the highest water level expected to occur from ice dams.

MAINTENANCE

DiamondDeck requires no maintenance when installed according to manufacturer's application instructions.

WARRANTY

DiamondDeck is warranted against manufacturing defects for the length of the warranty term. In the event that DiamondDeck is installed underneath shingles manufactured by CertainTeed, CertainTeed warrants the performance of DiamondDeck for the same number of warranty years as the installed CertainTeed shingles. In the event that roofing shingles not manufactured by CertainTeed are installed over DiamondDeck, this Limited Warranty extends for 30 years from the date of DiamondDeck installation. For specific warranty details and limitations, refer to the DiamondDeck Limited Warranty

FOR MORE INFORMATION

Sales Support Group: 800-233-8990

Web site: www.certainteed.com

CertainTeed Roofing
20 Moores road
Malvern, PA 19355

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CertainTeed
SAINT-GOBAIN



FLINTLASTIC® SA CAP

SELF-ADHERING SBS MODIFIED BITUMEN CAP SHEET FOR SA ROOF SYSTEMS

Product Information

Product Use: Flintlastic® SA Cap is designed for use as a cap membrane in multi-ply self-adhered systems. It is suitable for use in the construction of various roof membrane assemblies over a variety of substrates. It is intended for use over Flintlastic® SA NailBase, Flintlastic® SA PlyBase or Flintlastic® SA MidPly.

Product Composition and Features: Flintlastic SA Cap is manufactured using a high performance, stress-resistant polyester mat impregnated and coated with a superior grade of modified bitumen compound. It is surfaced on the bottom with a removable release film and on the top with mineral granules. The combination mat provides excellent tear and puncture resistance.

Roll Dimensions:	39 $\frac{3}{8}$ " x 32' 11"
Nominal Coverage:	One square
Approximate Weight:	95 lbs.
Top Surface:	Mineral granules
Back Surface:	Removable release film
Packaging:	Individual cartons (20 rolls per pallet)

Applicable Standards: Meets ASTM D6164, Grade G, Type I, D7505, D1970 and CGSB 37 GP-56M Type 1a, Class A, Grade 1, ICC-ES (ESR-1388), Miami-Dade, Florida Building Code Statewide Approval (FL 2533 and FL 16709) and Texas Department of Insurance (RC-47). Flintlastic SA Cap White is an approved ENERGY STAR® product for slopes greater than 2"/12". Initial Solar Reflectance: 0.27; Aged Solar Reflectance: 0.24; Thermal Emittance: 0.89. Flintlastic SA Cap White is also listed by the Cool Roof Rating Council (CRRC). The CRRC product code ID is 0668-0018.



Technical Data

Modified Bitumen Coating: Non-oxidized (flux) asphalt, blended with elastomeric styrene-butadiene-styrene (SBS) polymer.

Support Mat: High performance, stress-resistant polyester mat.

Test Description	Test Method	Results*
Solar Reflectance Index (SRI):	ASTM E1980	28/24
Tensile Strength:	ASTM D5147	
	@ 73.4 +/- 3.6°F MD/XD	80/55 lbs./in.
	@ 0 +/- 3.6°F MD/XD	115/90 lbs./in.
Elongation:	ASTM D5147	
	@ 73.4 +/- 3.6°F MD/XD	60%/65%
	@ 0 +/- 3.6°F MD/XD	40%/40%
Dimensional Stability:	ASTM D5147	0.5%
Low Temperature Flex:	ASTM D5147	Pass @ 0°F
Thickness:	ASTM D5147	4.0 mm (160 mils)
Tear Strength:	@ 73.4 +/- 3.6°F MD/XD	110/80 lbs.

*NOTE: Published results are nominal production values confirmed by independent laboratory testing.

Product Application

Installation: Apply to Flintlastic SA NailBase, Flintlastic PlyBase and/or Flintlastic SA MidPly working with lengths of membrane appropriate for proper handling and the same installation procedure as described for Flintlastic SA MidPly. Overlap side laps 3" and end laps 6". Selvage edge with release strip is provided on Flintlastic SA Cap; position roll with selvage edge at the high side of the roof. Once the first cap sheet membrane length is in place, remove the top side lap to release film before overlapping the second length of Flintlastic SA Cap. Stagger side laps of Flintlastic SA Cap a minimum of 18" from those of the underlying Flintlastic SA MidPly and be certain end laps also are staggered minimum 36". At end laps (or any overlap onto mineral surface), use trowel grade FlintBond® modified bitumen adhesive uniformly in a 1/8" to 1/4" layer wherever an overlap exists to ensure an adequate bond. Cut opposing corners of end laps diagonally to avoid "T" seam joints. Use a heavy, weighted roller to smooth and secure the membrane.

Deck Preparation: CertainTeed recommends the use of Flintlastic SA NailBase in conjunction with all self-adhering membrane roof installations on nailable substrates. Non-nailable roof decks may receive direct application of Flintlastic SA PlyBase or Flintlastic SA MidPly followed by Flintlastic SA Cap, provided the deck is thoroughly primed using FlintPrime® SA. It should be noted that without the use of a nailable base sheet, the membrane may be difficult to remove if removal is ever warranted and certain UL listings for the product may not apply.

Precautions: Flintlastic SA Cap must be applied as part of a self-adhered system. It is not intended for use with hot asphalt, cold adhesives or torch-down applications. Roof decks must be structurally sound, dry and smooth, and meet or exceed minimum requirements of the deck manufacturer, local code and CertainTeed. Don't attempt application if ice, snow, moisture or dew is present. Surface to be bonded to must be clean, dry and free from any dust or deterrent to adhesion. Ambient temperature must be 50°F or above. Don't attempt installation on roofs without adequate slope and drainage. Additional specifications and precautions are contained in the CertainTeed Commercial Roof Systems Specifications.

Storage and Handling

Flintlastic SA rolls must be stored above ground indoors and protected from the elements. Rolls that are improperly stored or have been on hand for prolonged periods of time may lose their tack. Do not attempt to install rolls that do not exhibit an adequate bond.

Warranties

CertainTeed offers Limited (product only) and No Dollar Limit (NDL, product and workmanship) warranties. Warranty type and duration is dependent on roof system configuration and contractor selection. Only CertainTeed Gold and Silver Star Contractors are eligible to apply for NDL warranties on specific roof projects. For more information, see CertainTeed Commercial Roof Systems Specifications or contact Commercial Roofing Technical Services.

Technical Assistance and Services

CertainTeed provides technical assistance in the design, selection, specification and application guidelines for all CertainTeed Commercial Systems. Architectural and field representatives are available for consultation within each region. For more information, contact CertainTeed Commercial Roofing Technical Services at 800-396-8134 x2.



CertainTeed Corporation

ROOFING • SIDING • TRIM • DECKING • RAILING • FENCE • GYPSUM • CEILINGS • INSULATION

20 Moores Road Malvern, Pa 19355 Professional: 800-233-8990 Consumer: 800-782-8777 certainteed.com











809 N Mclean, Bloomington
 Quote for
 Cory Leach
 Boulevard Realty Group

Kaisner Masonry
 310 E Hickory
 Fairbury IL, 61739
 (309) 261-1027
 [Phone]

Description	Material		Line Total
Relay chimney that has fallen off, reinforce chimney and cap it. Brick to be layed is as close of a match as we can get too original Chimney will be layed up 6ft , we will also lay 8x8x16 inch concrete block up the inside of chimney, they will also be poured solid with concrete mix. Chimney will be solid from were we start laying to the top, we will cap the chimney with a 30x36x2.5 inch Limestone cap Mortar used will be Brixment N with sand and water to be added on jobsite.	Brixment type N 5 Bags	\$82.00	\$82.00
	Sand 2 tons	\$86.00	\$82.00
	Quikrete High Strength 10 bags	\$43.00	\$43.00
	Limestone Cap	\$300.00	\$300.00
	GGHA S93 Rome Grey SM STD, Quantity 420.	\$675.00	\$675.00
	Concrete Block 8x8x16 20 Blocks	\$38.00	\$38.00
			\$200.00
	Delivery	\$200.00	
	Labor		\$5,380.00

\$6,800.00

Total

\$6,800.00

Quotation prepared by: CalvinKaisner

This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return

Thank you for your business!



Essroc
Italcementi Group

Product Data Sheet

BRIXMENT® Masonry Cement

Providers of Quality Products and Technical Support for:

Portland and Blended Cements,
Slag, and Fly Ash

BRIXMENT, Brick-Lok, and
VELVET Masonry Cements

Saylor's Portland and
Saylor's PLUS Cements

Flamingo-BRIXMENT Colored
Cements for Masonry

MANUFACTURER:
ESSROC Cement Corp.
Corporate Office
3251 Bath Pike
Nazareth, PA 18064
800-437-7762
www.essroc.com

PRODUCT DESCRIPTION:
BRIXMENT Masonry Cement is a
prepackaged masonry cement
meeting or exceeding the
requirements of ASTM C 91.

Essroc carefully selects and
blends the raw materials and
follows stringent quality control
procedures in the manufacturing of
BRIXMENT Masonry Cement.

This attention to detail results in a
superior performing masonry
cement for use in mortar during
construction and for long lasting,
water-resistant walls.

BENEFITS:

- Excellent workability
- Superior board life
- Consistent colored
- Long- term durability

APPLICATIONS:
BRIXMENT Masonry Cement can
be used for mortar in the
construction of all types of
masonry walls. The most
common masonry units utilized
are concrete block, clay and
concrete brick and natural and
manufactured stone. BRIXMENT
can also be used for stucco and
parging applications.



MATERIAL COMPOSITION:
BRIXMENT Masonry Cement is a
combination of portland cement
that meets ASTM C 150, finely
ground limestone and proprietary
admixtures that enhance boardlife
and durability.

TYPES AND USES:
There are three formulations of
BRIXMENT to satisfy all masonry
construction needs:

Type N: Normal strength
Type S: Medium strength
Type M: High strength

The Type N mix should only be
used for above-grade construction
and is recommended for exterior
brick veneers.

Type S, a stronger mix, can be
used above or below grade.

Type M, the strongest mix, is
designed for below grade or where

BRIXMENT® Masonry Cement

additional compressive strengths are required.

PACKAGING:

BRIXMENT Type N is packaged in 70 lb.(32kg) multi-walled bags, Type S is packaged in 75 lb.(34kg) multi-walled bags and Type M is packaged in 80 lb.(36kg) multi-walled bags. Packages should be kept free from moisture.

AVAILABILITY:

BRIXMENT is distributed throughout Essroc's supply network. Contact your Essroc sales representative for availability in your immediate area.

Sample bags for preconstruction test panels can be obtained by contacting a local masonry supply dealer or your Essroc sales representative.

APPLICABLE ASTM SPECIFICATIONS:

- C 91 Masonry Cements
- C 270 Masonry Mortar
- C 144 Aggregates for Masonry Mortar
- C 780 Preconstruction and Construction Evaluation for Masonry Mortar

MIXING:

Assure that the mixing equipment is clean and in good working order. Provide a one cubic foot box or other suitable container for volumetric measuring of aggregate. Aggregate shall conform to the requirements of ASTM C144. Water shall be potable.

BRIXMENT should be mixed with 2 ¼ to 3 cubic feet of sand according to Table 1 of ASTM C

270. If an independent laboratory completes ASTM C 780 pre-construction testing that demonstrates compliance to table 2 of ASTM C 270, then up to 3 ½ parts of sand may be used per bag of BRIXMENT.

Start the mixer, place ¾ of the required amount of water, ½ the required amount of sand and all the BRIXMENT into the mixer. Mix briefly.

Add the remaining sand and water to the mixer and mix for a minimum of 3 and a maximum of 5 minutes after the last mix water has been added. This assures homogeneity and workability of the mortar.

Although minor retempering is allowed, mortar should be used or discarded after 90 minutes.

WORKMANSHIP:

Set masonry units in mortar beds as quickly as possible after the mortar bed is placed. Avoid furrowing bed joints.

Provide enough mortar to guarantee full head and bed joints. Don't attempt to move or adjust masonry units once the mortar has begun to stiffen. This can interfere with the bond between the mortar and the masonry unit. If one or more masonry units needs to be adjusted, remove the units and re-set them in fresh mortar.

TOOLING JOINTS:

Mortar joints shall be tooled when the surface is thumb-print hard. Proper tooling or striking increases the contact area between the masonry unit and the mortar and

provides for a weather-resistant joint.

Improper or inconsistent timing when tooling joints will lead to variation in the colored of the mortar joint and could adversely affect weather resistance.

CLEANING:

Proper workmanship during construction will reduce the need for harsh cleaners. When cleaning is needed, use a proprietary cleaner. Follow the manufacturer's instructions for application, removal and disposal. Avoid harsh cleaners whenever possible.

INSTALLATION:

Maintain the same source of aggregate and water and use consistent mixing procedures throughout the entire project.

Follow ACI recommendations for hot and cold weather construction.

WARRANTY:

Essroc warrants that its products are free from manufacturing defects and conform to applicable ASTM specifications.

Essroc makes no warranty or guarantee, express or implied, including warranties of fitness for a particular purpose or merchantability, respecting its products. User assumes all risks and liability in connection with the suitability of the products for the intended use.

FOR MORE INFORMATION:

For more information on Essroc's products visit us online at www.essroc.com or call at (800)437-7762.



A world class local business



QUIKRETE® 5000 CONCRETE Mix

PRODUCT No. 1007

DIVISION 3

Structural Concrete
03 31 00

PRODUCT DESCRIPTION

QUIKRETE® 5000 Concrete Mix is a commercial grade blend of stone or gravel, sand and cement specially designed for higher early strength.

PRODUCT USE

QUIKRETE® 5000 Concrete Mix is suitable for any concrete use requiring high early strength and rapid strength gains. QUIKRETE® 5000 sets quickly, making it ideal for cold weather applications. It has a walk-on time of 10 - 12 hours. QUIKRETE® 5000 can be used for any application requiring concrete in a minimum thickness of 2" (51 mm), such as slabs, footings, steps, columns, walls and patios.

SIZES

- QUIKRETE® 5000 Concrete Mix –
 - 80 lb (36.3 kg) bags
 - 60 lb (27.2 kg) bags
 - 30 kg (66 lb) bags
 - 36 kg (75 lb) bags

YIELD

- Each 80 lb (36.3 kg) bag yields approximately 0.60 cu ft (17 L). A 60 lb (27.2 kg) bag yields approximately 0.45 cu ft (12.7 L).

TECHNICAL DATA

APPLICABLE STANDARDS

ASTM International - ASTM C387 Standard Specification for Packaged, Dry, Combined Materials for Mortar and Concrete

PHYSICAL/CHEMICAL PROPERTIES

QUIKRETE® 5000 High Early Strength Concrete Mix exceeds the compressive strength requirements of ASTM C387, as shown in Table 1.



INSTALLATION SITE PREPARATION

Stake out the area and remove sod or soil to the desired depth. Nail and stake forms securely in place. Tamp the sub-base until firm.

MIXING MACHINE MIXING

- QUIKRETE® 5000 can be mixed in a barrel-type concrete mixer or a mortar mixer. Choose the mixer size most appropriate for the size of the job to be done. Allow at least 1 cu ft (28 L) of mixer capacity for each 80 lb (36.3 kg) bag of QUIKRETE® 5000 to be mixed at a time
- For each 80 lb (36.3 kg) bag of QUIKRETE® 5000 to be mixed, add approximately 6 pt (2.8 L) of fresh water to the mixer. Turn on the mixer and begin adding the bags of concrete to the mixer
- If the material becomes too difficult to mix, add additional water until a workable mix is obtained
- If a slump cone is available, adjust water to achieve a 2" - 3" (51 - 76 mm) slump

Note - Final water content should be approximately 6 - 10 pt (2.8 - 4.7 L) per 80 lb (36.3 kg) bag and 4.5 - 7 pt (2.1 - 3.3 L) per 60 lb (27.2 kg) bag.

HAND MIXING

- Empty bags into a suitable mixing container
- Add approximately 6 pt (2.8 L) of clean water for each 80 lb (36.3 kg) bag
- Work the mix with a shovel, rake or hoe and add water as needed until a stiff, moldable consistency is achieved
- Do not exceed a total volume of 10 pt (4.7 L) per 80 lb (36.3 kg) bag or 7 pt (3.3 L) per 60 lb (27.2 kg) bag
- Be sure all material is wet; do not leave unabsorbed puddles of water

TABLE 1 TYPICAL PHYSICAL PROPERTIES¹

Compressive strength, ASTM C39

1 day	1500 psi (10.3 MPa)
3 day	2500 psi (17.2 MPa)
7 days	3500 psi (24.1 MPa)
28 days	5000 psi (34.5 MPa)

Slump range 2" - 3" (51 - 76 mm)

¹ Tested under standard laboratory conditions in accordance with ASTM C387.

TEMPERATURE OF WATER

Set times will fluctuate in extremely hot or cold weather. Use cold water or water mixed with ice cubes in severely hot weather; use hot water when mixing in severely cold weather.

APPLICATION

- Dampen the sub-grade before concrete is placed. Do not leave standing puddles
- Shovel or place the concrete into the form. Fill to the full depth of the form
- After the concrete has been compacted and spread to completely fill the forms, strike off and float immediately
- To strike off, use a straight board (screed), moving the edge back and forth with a saw-like motion to smooth the surface. Then use a darby or bull float to float the surface. This helps level any ridges and fill voids left by the straight edge
- Cut the concrete away from the forms by running an edging tool or trowel along the forms to compact the slab edges
- Cut 1" (25.4 mm) control joints into the slab every 6' - 8' (1.8 - 2.4 m) using a grooving tool
- Allow the concrete to stiffen slightly, waiting until all water has evaporated from the surface before troweling or applying a broom finish

Note - For best results, do not overwork the material.

CURING

GENERAL

Curing is one of the most important steps in concrete construction. Proper curing increases the strength and durability of concrete, and a poor curing job can ruin an otherwise well-done project. Proper water content and temperature are essential for good curing. In near freezing temperatures, the hydration process slows considerably. When weather is too hot, dry or windy, water is lost by evaporation from the concrete and hydration stops resulting in finishing difficulties and cracks. The ideal circumstances for curing are ample moisture and moderate temperature and wind conditions. Curing should be started as soon as possible and should continue for a period of 5 days in warm weather, 70°F (21°C) or higher, or 7 days in colder weather, 50 - 70°F (10 - 21°C).

SPECIFIC CURING METHODS

QUIKRETE® Acrylic Cure & Seal – Satin Finish (#8730) provides the easiest and most convenient method of curing concrete.

- Apply by sprayer or roller after the final finishing operation when the surface is hard. The surface may be damp, but not wet, when applying curing compound. Complete coverage is essential.
- Other methods of providing proper curing include covering the surface with wet burlap, keeping the surface wet with a lawn sprinkler and sealing the concrete surface with plastic sheeting
- If burlap is used, it should be free of chemicals that could weaken or discolor the concrete. New burlap should be washed before use. Place it when the concrete is hard enough to withstand surface damage and sprinkle it periodically to keep the concrete surface continuously moist
- Water curing with lawn sprinklers or hoses must be continuous to prevent interruption of the curing process
- Curing with plastic sheets is convenient. They must be laid flat, thoroughly sealed at joints and anchored carefully along edges

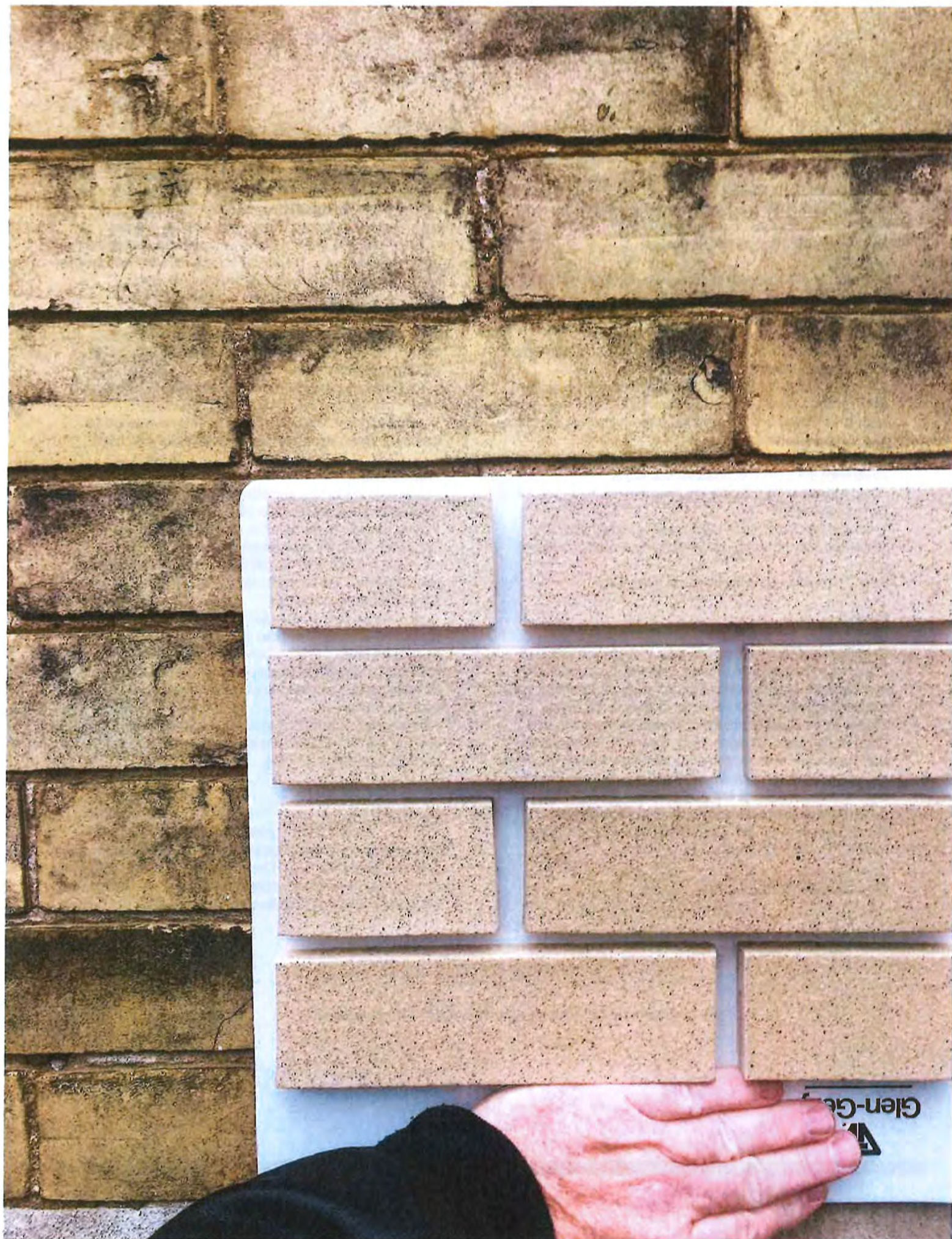
PRECAUTIONS

- When used in structural elements, comply with the steel reinforcing and additional requirements of applicable building codes.
- Curing compounds should not be applied if rain or temperatures below 50°F (10°C) are expected within 24 hours
- Curing with plastic or burlap can cause patchy discoloration in colored concrete. For colored concrete, wet curing or chemical curing compounds are recommended
- Use of Acrylic Cure & Seal – Satin Finish (#8730) or other curing compounds is not recommended during late fall in northern climates on surfaces where de-icers will be used to melt ice and snow. Using curing compounds at that time may prevent proper air curing of the concrete, which is necessary to enhance its resistance to damage caused by deicers
- Protect concrete from freezing during the first 48 hours. Plastic sheeting and insulation blankets should be used if temperatures are expected to fall below 32°F (0°)

WARRANTY

NOTICE: Obtain the applicable LIMITED WARRANTY: at www.quikrete.com/product-warranty or send a written request to The Quikrete Companies, LLC, Five Concourse Parkway, Atlanta, GA 30328, USA. Manufactured under the authority of The Quikrete Companies, LLC. © 2018 Quikrete International, Inc.

* Refer to www.quikrete.com for the most current technical data, SDS, and guide specifications



809 N McLean Roof and Chimney Budget

Shingled Roofing Materials and Labor	\$21,000.00	
Flat Roofing Materials and Labor	\$ 9,000.00	
Tree Removal	\$ 550.00	
Chimney Brixment	\$ 82.00	
Sand	\$ 82.00	
Quickcrete	\$ 43.00	
Limestone Cap	\$ 300.00	
Brick	\$ 675.00	
Concrete Block	\$ 38.00	
Delivery	\$ 200.00	
Skilled Labor	\$ 5,380.00	
	\$37,350.00	TOTAL



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: 809 N McLean Street

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 1882

Architectural Style: Victorian

Cost of Proposed Work: \$37,350.00

Grant Amount Requested: \$5,000.00



☒ I have applied or am applying for a Certificate of Appropriateness

- ☐ Historic photos supporting the application (if available)

Applicant Name: Guardian Tax Partners

Applicant Address: 13575 Lynam Drive Omaha, Nebraska 68138

Phone: [REDACTED]

Email: [REDACTED]
ppeter@guardiantaxpartners.com

Applicant Signature

Date

12/20/18

RETURN TO:

City Planner

City of Bloomington Community Development Department

115 E. Washington St. Suite 201

Bloomington, IL 61701

Phone: (309) 434-2341

Email: ksimpson@cityblm.org

Submission Deadline	Hearing Date
12/22/2017	1/18/2018
1/22/2018	2/15/2018
2/19/2018	3/15/2018
3/26/2018	4/19/2018
4/23/2018	5/17/2018
5/25/2018	6/21/2018
6/25/2018	7/19/2018
7/23/2018	8/16/2018
8/27/2018	9/20/2018
9/24/2018	10/18/2018
10/22/2018	11/15/2018
11/26/2018	12/20/2018

Proposed Restoration Work: Repair/replace damaged roof and chimney

Detailed Description of Proposed Restoration Work:

Please provide supporting documents:

Repair/replace damaged roof and chimney to meet City Of Bloomington Historical Architectural Standards. 6 layers of existing roofing will be removed and replaced with shingle that meet the historical standards and requirements. The chimney has fallen off the roof and will be rebuilt using brick and materials which meet the historical standards and requirements.

The application for Certificate of Appropriateness and budget are attached.

Project Start Date: February 2019

Expected Project Completion Date: March 2019

Please attach the following information to the application.

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

****SEEKING NOMINATIONS****

City of Bloomington Heritage Awards

For Notable Achievement in:

**RESTORATION
REHABILITATION
ADAPTIVE RE-USE
LANDSCAPE RESTORATION
LEGACY/MULTI-GENERATIONAL
INDIVIDUAL COMMITTED TO PRESERVATION**

Sponsored by:

Bloomington Historic Preservation Commission

Nominations are now being accepted for the City of Bloomington Heritage Awards. Public and privately owned properties are eligible for an award for exterior improvements. The Bloomington Historic Preservation Commission will select award winners.

To nominate a property, please complete the reverse side of this form.
For further information, please contact Izzy Rivera at (309) 434-2448 or
irivera@cityblm.org

Deadline for Submission: March 25, 2019

Application will be reviewed at the Historic Preservation Commission Meeting on
April 18, 2019



Send or E-mail Entries to:

Izzy Rivera, Assistant City Planner, City of Bloomington
109 E. Olive, Bloomington, IL 61702-3167
Phone: (309) 434-2448 – E-mail: irivera@cityblm.org

City of Bloomington Heritage Awards

Deadline for Submission: March 25, 2019

Application will be reviewed at the Historic Preservation Commission Meeting on
April 18, 2019

Award Categories (check those that best represent the project being nominated):

- ☐ **RESTORATION** – Returning a structure or a significant part of it to the original design/condition through repair or by matching the original architectural detailing with replacement materials.
- ☐ **REHABILITATION** – Renovating and/or “greening” a structure through alterations or additions that are compatible in materials, scale, and character with the original design.
- ☐ **ADAPTIVE RE-USE** – Changing the use of a structure to meet contemporary needs in a manner that retains or restores its viability while respecting the original design character.
- ☐ **LANDSCAPE RESTORATION** – Preserving or recreating a historic landscape plan through the use of appropriate plantings and design elements.
- ☐ **LEGACY/MULTI-GENERATIONAL** – Maintaining a restored, renovated, or adapted structure that has been owned by the same family for 20 years or longer.
- ☐ **INDIVIDUAL COMMITTED TO PRESERVATION** – An individual who has shown dedication to Historic Preservation in the Bloomington Community.

Address of Property: _____ **Year Built:** _____ **Purchased:** _____

Owner(s): _____

Address: _____ **Telephone:** _____

Nomination by: _____ **Telephone:** _____

PROJECT DESCRIPTION and REASONS FOR NOMINATIONS (attach additional pages if needed):

Begun: _____ **Completed:** _____

****PLEASE INCLUDE ANY BEFORE AND AFTER PICTURES/PHOTOS & DRAWINGS****

Name/Address of Architect (if applicable): _____

Name/Address of Contractor (if applicable): _____



Send or E-mail Entries to:

Izzy Rivera, Assistant City Planner, City of Bloomington

109 E. Olive, Bloomington, IL 61702-3167

Phone: (309) 434-2448 – E-mail: irivera@cityblm.org

BLOOMINGTON ZONING ORDINANCE – DIVISION 8

DIVISION 8. ZONING OVERLAY DISTRICT REGULATIONS

8-1 – Purpose and Intent

8-2 – S-1 Aircraft Noise Impact District

8-3 – Reserved (Form-Based Code overlay district)

8-4 – S-4 Historic Preservation District

8-5 – Reserved

8-6 – Reserved

8-1 – PURPOSE AND INTENT

A. S-1 Aircraft Noise Impact District

The intent of this S-1 Aircraft Noise Impact District is to restrict the development of noise sensitive uses in areas with unique noise impacts emanating from aircraft operations. This overlay district is generally defined as the area within the significant noise impact area around the Central Illinois Regional Airport. The Official Zoning Map establishes and defines the boundary of this overlay district and is made a part of this Code, and is established to promote sound land use planning in noise impact areas through the consideration of federal guidelines, the objectives of the City's Official Comprehensive Plan, and past City action affecting land use near the Central Illinois Regional Airport.

B. (Reserved)

C. S-4 Historic Preservation District

The intent of this S-4 Historic Preservation District is to promote the-protection, enhancement, perpetuation, and use of improvements of special character or special historical interest or value. The City of Bloomington finds that the preservation of such resources is a public necessity and is required in the interest of the health, prosperity, safety, and welfare of its citizens. This S-4 Historic Preservation District shall be applied as an overlay district in combination with underlying base zoning districts as shown on the Official Zoning Map. The purpose of the S-4 Historic Preservation District is to:

1. Effect and accomplish the protection, enhancement, and perpetuation of such improvements and of such districts that represent or reflect elements of the City's cultural, social, economic, political, and architectural history;
2. Safeguard the City's historic and cultural heritage, as embodied and reflected in such landmarks and historic districts;
3. Stabilize and improve property values;
4. Foster civic pride in the beauty and noble accomplishments of the past;

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5. Protects and enhance the City's attractions to residents, home buyers, tourists, and visitors and shoppers, thereby supporting and promoting business, commerce and industry;
6. Strengthen the economy of the City; and
7. Promote the use of historic districts and landmarks for education, pleasure, and welfare of the people of the City.

8-2 – S-1 AIRCRAFT NOISE IMPACT DISTRICT

- A. Designation of District. The S-1 Aircraft Noise Impact District shall be established as an overlay zone in combination with all other zoning districts which lie within the boundaries of Airport Noise Impact Zones as established by the Official Zoning Map. The boundaries of the Airport Noise Impact Zones are in part, determined by the location of 60 Ldn and 65 Ldn noise contours as designated on the Official Zoning Map. Where a specific noise contour is referenced as a determinant of the Airport Noise Impact Zone and/or the regulations pertaining thereto, said noise contours will be identified by the year in which the measurements and computations deriving said noise contour were made. If no date is associated with a noise contour, the reference is to the most recently derived noise contour of the given value.
- B. Restricted Uses.
 1. Areas within the 65 Ldn or higher Airport Noise Impact Zone. The development or construction of any new child care facility, residential building, structure designed or intended for overnight stay, or similar use as determined by the Zoning Administrator is prohibited.
 2. Areas between the 60 Ldn and 65 Ldn Airport Noise Impact Zones. Any new child care facility, residential building, structure designed or intended for overnight stay, or similar use as determined by the Zoning Administrator meet the following standards.
 - a) Buildings shall be constructed with the following sound insulation materials to address the goal of achieving a day/night average maximum interior noise level of 45 dBA and to meet or exceed the following Sound Transmission Class (STC) ratings:
 1. exterior walls shall meet the STC rating of at least 30;
 2. exterior doors shall include a storm door or meet the STC rating of at least 28;
 3. exterior windows shall meet the STC rating of at least 28;
 4. a minimum of R-30 insulation shall be provided in the attic with soffit wind baffles or the roof shall meet the STC rating of 39.
 - b) Basement windows shall be insulated glass or have windows well covers;
 - c) Fireplaces shall be provided with a well-fitted damper or fireplace doors if a damper is not allowed by City Code; and
 - d) Central air conditioning shall be provided.
- C. Variations. The City shall consult and obtain a written recommendation from the Bloomington-Normal Airport Authority prior to consideration of any variation to this Section

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8-2. The Construction Board of Appeals shall be responsible for reviewing variations of the provisions of this Section 8-2 pertaining to building construction and/or acoustical insulation. The Board of Zoning Appeals shall be responsible for reviewing all other variations of this Section 8-2 not pertaining to building construction or sound insulation.

8-3 – RESERVED

8-4 – S-4 HISTORIC PRESERVATION DISTRICT

A. Applicability.

1. The S-4 Historic Preservation District is an overlay district which shall be applied in combination with one or more underlying base zoning districts, as shown on the Official Zoning Map. The S-4 Historic District designation may be applied to a single property (historic landmark) or group of properties (historic district) subject to the nomination process defined herein.
2. In an S-4 Historic Preservation District, all regulations of the underlying Agriculture District, Residence District, Business District, Manufacturing District or Public Interest District shall apply, except insofar as such regulations are in conflict with the special regulations applicable to the S-4 Historic Preservation District, and in the event of such conflict, the regulations governing such S-4 District shall apply. All permitted uses or special uses otherwise allowable in the underlying Agriculture District, Residence District, Business District, Manufacturing District or Public Interest District shall continue to be allowable uses except as provided in the designating ordinance, described in Section 8-4(B)(6) of this Code.

B. Designation of Landmarks and Historic Districts.

1. Nominations. A nomination for a historic landmark or historic district may be submitted by a member of the Preservation Commission, owner of record of the nominated property or structure, City Council, or any other person or organization and shall be made on a form prepared by and for the Preservation Commission.
2. Criteria for Consideration of Nominations. The Preservation Commission shall, upon such investigation as it deems necessary, make a determination as to whether a nominated property, structure, or area possesses sufficient integrity of location, design, materials, and workmanship to make it worthy of preservation or restoration and meets one (1) or more of the following criteria:
 - a) Its character, interest, or value as part of the development, heritage, or cultural characteristics of the City, County of McLean, State of Illinois or the United States of America (the Nation);
 - b) Its location as a site of a significant local, county, state, or national event;
 - c) Its identification with a person or persons who significantly contributed to the development of the City, County of McLean, State of Illinois, or the Nation;
 - d) Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials;

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- e) Its identification as the work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of the City, County of McLean, State of Illinois or the Nation;
 - f) Its embodiment of elements of design, detailing, materials, or craftsmanship that render it architecturally significant;
 - g) Its embodiment of design elements that make it structurally or architecturally innovative;
 - h) Its unique location or singular physical characteristics that make it an established or familiar visual feature;
 - i) Its character as a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance; and/or
 - j) Its suitability for preservation or restoration.
3. Preservation Commission Review Procedures.
- a) Timeline. Within forty-five (45) days from receipt of a completed nomination, unless as extended by mutual agreement of the property owner(s), applicant and Director of Community Development, the Preservation Commission shall conduct a public hearing on the nomination of a historic landmark or historic district.
 - b) Public Notice. Notice of the public hearing shall be distributed at least fifteen (15) days prior to the hearing, in the following manner:
 - 1. By mail. Notice shall be sent by mail to the owner(s) of record and to the nominators, as well as to property owners adjoining the nominated historic landmark or historic district. Notice shall include the date, time, place, and purpose of the public hearing and a copy of the completed nomination form.
 - 2. Newspaper. Notice shall also be published in a newspaper having general circulation in the City. Notice shall include the date, time, place and purpose of the public hearing and shall state the street address and legal description of the nominated landmark and/or the boundaries of a nominated historic district.
 - c) Public Hearing. Oral or written testimony concerning the significance of the nominated historic landmark or historic district shall be taken at the public hearing from any person concerning the nomination. The owner of any nominated landmark or of any property within a nominated historic district shall be allowed reasonable opportunity to present evidence regarding significance and shall be afforded the right of representation by counsel and reasonable opportunity to cross-examine expert witnesses. The hearing shall be closed upon completion of testimony.
 - d) Recommendation and Report. Within sixty (60) days from receipt of a completed nomination, the Preservation Commission shall make findings and a recommendation as to whether the nominated landmark or historic district meets the criteria for designation and adopt such findings by resolution. The resolution shall be accompanied by a report to the Planning Commission containing the following information:
 - 1. Explanation of the significance or lack of significance of the nominated landmark or historic district as it relates to the criteria for designation;

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2. Explanation of the integrity or lack of integrity of the nominated landmark or historic district;
 3. In the case of a nominated landmark found to meet the criteria for designation:
 - i. The significant exterior architectural features of the nominated landmark that should be protected;
 - ii. The types of construction, alteration, demolition, and removal, other than those requiring a building or demolition permit, that should be reviewed for appropriateness pursuant to the provisions of Section 11-5 of this Code.
 4. In the case of a nominated historic district found to meet the criteria for designation:
 - i. The types of significant exterior architectural features of the structures within the nominated historic district that should be protected;
 - ii. The types of alterations and demolitions that should be reviewed for appropriateness pursuant to the provisions of Section 11-5 of this Code.
 5. Proposed design guidelines for applying the criteria for review of certificates of appropriateness to the nominated landmark or historic district;
 6. The relationship of the nominated landmark or historic district to the ongoing effort of the Preservation Commission to identify and nominate all potential areas and structures that meet the criteria for designation;
 7. Recommendations as to appropriate permitted uses, special uses, height and area regulations, minimum dwelling unit size, floor area, sign regulations, and parking regulations necessary or appropriate to the preservation of the nominated landmark or historic district;
 8. A map showing the location of the nominated landmark and the boundaries of the nominated historic district.
- e) Transmittal to Planning Commission. The recommendations and report of the Preservation Commission shall be sent to the Planning Commission within seven (7) days following the vote on the resolution and shall be available to the public in the Office of the City Clerk.
4. Planning Commission Review Procedures.
- a) Timeline. The Planning Commission shall schedule a public hearing on the nomination within thirty (30) days following receipt of a report and recommendation from the Preservation Commission regarding a nomination for a historic landmark or historic district
 - b) Public Notice. Notice of the public hearing shall be distributed at least fifteen (15) days prior to the hearing, in the following manner:
 1. By mail. Notice shall be sent by mail to the owner(s) of record and to the nominators, as well as to property owners adjoining the nominated historic landmark or historic district. Notice shall include the date, time, place, and purpose of the public hearing and a copy of the completed nomination form.
 2. Newspaper. Notice shall also be published in a newspaper having general circulation in the City. Notice shall include the date, time, place and purpose of

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the public hearing and shall state the street address and legal description of the nominated landmark and/or the boundaries of a nominated historic district.

- c) **Public Hearing.** Oral or written testimony concerning the significance of the nominated historic landmark or historic district shall be taken at the public hearing from any person concerning the nomination. The Preservation Commission may present expert testimony or present its own evidence regarding the compliance of the nominated historic landmark or historic district with the criteria for consideration of a nomination set forth in Section 8-4(B)(2). The owner of any nominated landmark or of any property within a nominated ~~preservation~~ historic district shall be allowed reasonable opportunity to present evidence regarding significance and shall be afforded the right of representation by counsel and reasonable opportunity to cross-examine expert witnesses. The hearing shall be closed upon completion of testimony.
- d) **Determination by Planning Commission.** Within thirty (30) days following close of the public hearing, the Planning Commission shall make a determination, based upon the evidence presented, as to whether the nominated historic landmark or historic district meets the criteria for designation. Such a determination shall be passed by resolution of the Planning Commission and shall be accompanied by a report stating the findings of the Planning Commission concerning the relationship between the criteria for designation in Section 8-4(B)(2). and the nominated historic landmark or historic district and all other information required by Section 8-4(B)(3). A concurring vote by a two-thirds (2/3) of Planning Commission members then holding office shall be required to reach a determination that a nominated historic landmark or historic district does not meet the criteria for designation.
- e) **Notification of Determination.** Within seven (7) days following determination by the Planning Commission, notice of the Planning Commission's determination, including a copy of the commission's resolution and report, shall be sent to the following parties:
 - 1. by regular mail to the nominator, owner of record of a nominated historic landmark and/or all owners of record of properties within a nominated historic district; and
 - 2. by hard copy or electronic transmittal to the City Council.
- 5. **Appeal.** A determination by the Planning Commission that the nominated historic landmark or historic district does not meet the criteria for designation shall be a final administrative decision reviewable under the Illinois Administrative Review Act provided, however, that the nominator or any owner of the nominated landmark or of property within the nominated historic district may within thirty (30) days after the postmarked date of the notice of the determination, file with the City Clerk a written appeal to the Council pursuant to the procedures contained in Section 17 of this Code.
- 6. **City Council Action**
 - a) **Timeline.** The City Council shall act upon a nomination to designate a historic landmark or historic district, or upon an appeal of the Planning Commission's findings to deny such nomination, within sixty (60) days after receiving the Planning

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- Commission's recommendation or a written appeal. The Council's action to deny historic designation or to reject an appeal shall be made in the form of a resolution; approval shall be made by ordinance. Any resolution or ordinance shall be accompanied by a written statement explaining the reasons for the Council's action.
- b) Public Hearing. The City Council may hold a public hearing before enacting the resolution or ordinance and provide notice and take testimony in the same manner as provided in Paragraphs a) and b) of this Section 8-4(B)(4).
 - c) Notification of Action. Within seven (7) days following City Council action on a nomination or appeal, the City Clerk shall provide written notification of the action of the Council by regular mail to the nominator, the appellant, and/or the owner(s) of record of the nominated landmark or of all owners of record of properties within a nominated historic district. The notice shall include a copy of the designation ordinance or resolution passed by the Council. A copy of each designation ordinance shall be sent to the Preservation Commission, the Planning Commission, and the Director of Community Development.
 - d) Designating Ordinance. Upon designation, the historic landmark or historic district shall be classified as a "S-4 Historic Preservation District" overlay district as provided in Section 8-4(A) of this Code. The designating ordinance may prescribe the significant exterior architectural features; the types of construction, alteration, demolition, and removal, other than those requiring a building or demolition permit that should be reviewed for appropriateness; the design guidelines for applying the criteria for review of appropriateness; and sign regulations. Procedures for issuance of certificates of appropriateness are contained in Section 17 of this Code.
7. Interim Control. No building permit shall be issued by the Director of Community Development for alteration, construction, demolition, or removal of a nominated historic landmark or of any property or structure within a nominated historic district from the date of the Preservation Commission meeting at which a nomination form is first presented until the final disposition of the nomination by the City Council unless such alteration, removal, or demolition is authorized by formal resolution of the City Council as necessary for public health, welfare, or safety. Unless extended by mutual agreement of the property owner(s), applicant and Director of Community Development, the delay of the permit shall not exceed one hundred eighty (180) days.
- C. Amendment and Rescission of Designation. Designation may be amended or rescinded upon application to the Preservation Commission and compliance with the same procedure and according to the same criteria set forth herein for designation.
- D. Bulk Regulations.
- 1. The following bulk regulations shall apply to all permitted uses:
 - a) Lot Regulations. To the extent that existing lot patterns, including lot size, shape, and orientation, contribute to the character of the S-4 Historic Preservation District, it is the intent of this Section to encourage continuation of such patterns and prevent future fragmentation of land ownership in a manner that would be inconsistent with, or have adverse effects on such character.

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1. Lots or portions of lots existing at the time of the S-4 Historic Preservation District designation may be combined subject to compliance with the designating ordinance and the general exceptions cited in Section 9-2 of this Code.
 2. Lots or combinations of lots or portions thereof may only be reduced in width, depth, or area subject to compliance with the standards of the underlying zoning district, the designating ordinance, and approval by the Preservation Commission in accordance with the procedures defined in Section 17 of this Code.
- b) Yard Regulations. Subject to the general exceptions cited by Section 9-2 of this Code and compliance with the standards of the underlying zoning district and designating ordinance, front yards, side yards, rear yards or portions thereof may be reduced in width, depth, or area only upon approval by the Preservation Commission in accordance with the procedures defined in Section 17 of this Code.
- c) Height Regulations
1. Existing Buildings or Structures. Subject to the general exceptions cited by Section 9-2 of this Code and compliance with the standards of the underlying zoning district and designating ordinance, the height of buildings or structures or portions thereof may be altered only upon approval by the Preservation Commission in accordance with the procedures defined in Section 17 of this Code.
 2. New Buildings or Structures. Subject to the general exceptions cited by Section 9-2 of this Code and compliance with the standards of the underlying zoning district and designating ordinance, a building or structure ~~to~~ may be constructed, placed or erected to any height above grade only upon approval by the Preservation Commission in accordance with the procedures defined in Section 17 of this Code.
- d) Building Permit Review. A building permit authorizing a new building or structure, or an exterior alteration or addition to any existing building or structure shall only be issued by the Director of Community Development subject to compliance with the designating ordinance and subsequent to review and approval by the Preservation Commission in accordance with the procedures defined in Section 17 of this Code.

BLOOMINGTON ZONING ORDINANCE – DIVISION 17

DIVISION 17. ADMINISTRATIVE PROCEDURES & ENFORCEMENT

- 17-1 – Purpose and Intent**
- 17-2 – Decision-Making Bodies (BZA, HPC, PC)**
- 17-3 – General Application Requirements**
- 17-4 – Application Processing**
- 17-5 – Notice and Public Hearings**
- 17-6 – Zoning Map (Rezoning) and Text Amendments**
- 17-7 -- Special Uses**
- 17-8 – Variations**
- 17-9 – Site Plan Review**
- 17-10 – Certificate of Appropriateness**
- 17-11 – Demolition Review**
- 17-12 -- Appeals**
- 17-13 – Zoning Enforcement Officer**
- 17-14 – Zoning Compliance Certificate**
- 17-15 – Zoning Verification Letters**
- 17-16 – Complaints and Penalties**

17-1 – PURPOSE AND INTENT

The purpose and intent of this Division is described below.

- A. Provide a clear and comprehensible development review process that is fair and equitable to all interests including applicants, effected neighbors, and the City;
- B. Establish an orderly review process for all proposed projects involving construction of a building or other structure, any site improvements or alterations or a modification in the use of land within the City that is consistent with this Chapter;
- C. Ensure that land, parcels, and lots are appropriately developed so that their use and operation comply with all applicable requirements of this Chapter;
- D. Ensure that development complies with the comprehensive plan and allow for processes and procedures that support creative and innovative proposals to enhancing the benefits of development to the Bloomington community.

17-2 – DECISION-MAKING BODIES (BZA, HPC, PC)

A. General.

1. Terms. A person appointed to the Board of Zoning Appeals, Historic Preservation Commission or Planning Commission shall serve a term of three (3) years. This term may be extended after the three (3) years for no more than two (2) additional three (3) year terms. Members of the Board shall serve no more than three (3) consecutive three-year terms (a total of nine (9) years). Vacancies shall be filled for the unexpired term only. Members may be recalled for cause as provided by Chapter 2, Section 80, of the Bloomington City Code, 1960 as amended.
2. Officers.
 - (a) Officers of the Board of Zoning Appeals, Historic Preservation Commission and Planning Commission shall consist of a chairperson, a vice-chairperson elected by the board or commission, who shall each serve a term of one (1) year and shall be eligible for reelection; but no member shall serve as chairperson for more than two (2) consecutive years.
 - (b) The chairperson shall preside over meetings. In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson.
 - (c) If both the chairperson and vice-chairperson are absent, a temporary chairperson shall be elected by those present.
3. Meetings.
 - (a) A quorum shall consist of a majority of the members. All decisions or actions of the board or commission shall be made by a majority vote of those members present and voting at any meeting where a quorum exists.
 - (b) Meetings shall be held at regularly scheduled times established herein or at any time upon the call of the chairperson.
 - (c) No member of the board or commission shall vote on any matter that may materially or apparently affect the property, income, or business interest of that member.
 - (d) The chairperson, and in his or her absence the acting chairperson, may administer oaths and compel the attendance of witnesses.
 - (e) All meetings shall be open to the public.
 - (f) The board or commission shall keep minutes of its proceedings, showing the vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be filed in the Community Development Department and shall be a public record.

B. Board of Zoning Appeals

1. Creation. The Board of Zoning Appeals of the City of Bloomington, Illinois, which has been duly created by the City Council, is the Board of Zoning Appeals referred to in this Code.
2. Composition. The Board of Zoning Appeals shall consist of seven (7) members who are residents of the City of Bloomington, Illinois, and all of whom shall be appointed by the Mayor and approved by the City Council.
3. Powers and Duties.

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- (a) To establish or amend its procedural rules as necessary to facilitate the performance of its duties;
 - (b) To recommend to the City Council amendments to this Zoning Ordinance;
 - (c) To conduct administrative public hearings, make findings of fact, and recommend approval or disapproval to the City Council of applications for special uses (Section 17-7);
 - (d) To conduct administrative public hearings, make findings of fact, and decide duly initiated appeals from any administrative order, requirement, decision, or determination made by the Director of Community Development or his or her deputies or assistants in the enforcement of this Zoning Code;
 - (e) To conduct administrative public hearings, make findings of fact and grant or deny variations in the manner provided herein;
 - (f) To hear appeals of decisions made pursuant to this Zoning Ordinance relating to the denial of permits, the removal of illegal signs or the granting of variances, except when said appeal is related to construction specifications of signs, in which case said appeal shall be heard by the Construction Board of Appeals pursuant to Chapter 10 of this Code; and
 - (g) To give advice to the Sign Code Administrator when requested.
4. Meetings. Meetings shall be held on the third Wednesday of each month at 4:00 p.m. or at any time upon the call of the chairperson at such times and place as the Board may determine.

C. Historic Preservation Commission

- 1. Composition. The Bloomington Historic Preservation Commission ("Preservation Commission") shall consist of seven (7) members, all of whom shall be appointed by the Mayor and approved by the City Council. Members shall be residents of the City or owners of taxable real estate located within the corporate limits of the City and whose place of residence is located not more than five (5) miles from said corporate limits. The Mayor shall make every reasonable effort to try to appoint persons with a demonstrated interest in the history or architecture of the City, and at least one (1) member of the Preservation Commission should, if possible, be an Illinois registered architect, one (1) an attorney and one (1) a person experienced in real estate.
- 2. Powers and Duties. The Preservation Commission shall have the following powers and duties:
 - (a) To adopt its own procedural regulations;
 - (b) To conduct surveys to identify historically and architecturally significant properties, structures, and areas that exemplify the cultural, social, economic, political, or architectural history of the United States of America, the State of Illinois, or the City of Bloomington;
 - (c) To investigate and recommend to the Planning Commission and to the City Council the adoption of ordinances designating properties or structures having special historic, community or architectural values as "landmarks";

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- (d) To investigate and recommend to the Planning Commission and to the City Council the adoption of ordinances designating areas as having special historic, community or architectural value as "historic districts";
- (e) To keep a register of all properties and structures that have been designated as landmarks or historic districts, including all information required for each designation;
- (f) To determine an appropriate system of markers and make recommendations for the design and implementation of specific markings of the streets and routes leading from one landmark or historic district to another;
- (g) To advise and assist owners of landmarks and property or structures within historic districts on physical and financial aspects of preservation, renovation, rehabilitation, and reuse, and on procedures for inclusion on the National Register of Historic Places;
- (h) To nominate landmarks and historic districts to the National Register of Historic Places, and to review and comment on any National Register Nominations submitted to the Preservation Commission upon request of the Mayor or City Council;
- (i) To inform and educate the citizens of the City concerning the historic and architectural heritage of the City by publishing appropriate maps, newsletters, brochures, and pamphlets, and by holding programs and seminars;
- (j) To hold public hearings and to review applications for construction, alteration, removal, or demolition affecting proposed or designated landmarks or structures within historic districts and issue or deny certificates of appropriateness for such actions;
- (k) To consider applications for certificates of economic hardship that would allow the performance of work for which a certificate of appropriateness would otherwise be denied;
- (l) To develop specific design guidelines for the alteration, construction, or removal of landmarks or property and structures within historic districts;
- (m) To review proposed zoning amendments, applications for special use permits, or applications for zoning variations that affect proposed or designated landmarks and historic districts. The Director of Community Development shall send applications for special use or zoning variations to the Preservation Commission for comment prior to the date of the hearing by the Planning Commission or Board of Zoning Appeals;
- (n) To administer through the City Parks and Recreation Department any property or full or partial interest in real property, including easements, that the City may have or accept as a gift or otherwise, upon authorization and approval by the City Council;
- (o) To accept and administer through the Office of the Director of Finance on behalf of the City such gifts, grants, and money as may be appropriate for the purposes of Section 5-15 A. of this Code. Such money may be expended for publishing maps and brochures or for hiring staff persons or consultants or performing other appropriate functions for the purpose of carrying out the duties and powers of the Preservation Commission;
- (p) To call upon available City staff members as well as other experts for technical advice;

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- (q) To retain such specialists or consultants with the permission of the City Council or to appoint such citizen advisory committees as may be required from time to time;
 - (r) To testify before all boards and commissions, including the Planning Commission and the Board of Zoning Appeals, on any matter affecting historically and architecturally significant property, structures, and areas;
 - (s) To confer recognition upon the owners of landmarks or property or structures within historic districts by means of certificates, plaques, or markers;
 - (t) To develop a preservation component in the official comprehensive plan and to recommend it to the Planning Commission and to the City Council;
 - (u) To periodically review the Bloomington Zoning Code and to recommend to the Planning Commission and the City Council any amendments appropriate for the protection and continued use of landmarks or property and structures within historic districts; and
 - (v) To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to implementation of the purpose of this Code.
3. Surveys and Research. The Preservation Commission ~~shall~~ may undertake ~~an ongoing~~ survey and research efforts in the City to identify neighborhoods, areas, sites, structures, and objects that have historic, community, architectural, or aesthetic importance, interest, or value. As part of a survey, the Preservation Commission shall review and evaluate any prior surveys and studies by any unit of government or private organization and compile appropriate descriptions, facts, and photographs. Before the Preservation Commission shall on its own initiative nominate any landmark for designation, it shall first develop a plan and schedule for landmarks and adopt procedures to nominate them in groups based upon the following criteria:
- (a) The potential landmarks in one identifiable neighborhood or distinct geographical area of the City;
 - (b) The potential landmarks associated with a particular person, event, or historical period;
 - (c) The potential landmarks of a particular architectural style or school, or of a particular architect, engineer, builder, designer, or craftsman;
 - (d) Such other criteria as may be adopted by the Preservation Commission to assure systematic survey and nomination of ~~all~~ potential landmarks within the City.
4. Meetings.
- (a) Meetings shall be held on the third Thursday of each month at 5:00 p.m. or at any time upon the call of the chairperson at such times and place as the Commission may determine.
 - (b) No action shall be taken by the Preservation Commission that could in any manner deprive or restrict the owner of a property in its use, modification, maintenance, disposition, or demolition until such owner shall first have had the opportunity to be heard at a public meeting of the Preservation Commission, as provided herein.

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D. Planning Commission

1. Creation. The Planning Commission of the City of Bloomington, Illinois, which has been duly created by the City Council is the Planning Commission referred to in this Code.
2. Composition. The Planning Commission shall consist of ten (10) members who are residents of the City of Bloomington, Illinois, and all of whom shall be appointed by the Mayor and approved by the City Council.
3. Powers and Duties
 - (a) To conduct legislative public hearings and submit reports and recommendations to the City Council on applications or proposals to amend the boundaries of the zoning districts created by this Code;
 - (b) To conduct public hearings and submit reports and recommendations to the City Council on proposed amendments to the regulations imposed by this Code, that is, zoning text amendments;
 - (c) To conduct public hearings and recommend approval or disapproval of preliminary plans for subdivisions and, if directed by the City Council, to report on final subdivision plats in the manner provided in Chapter 24 of the Bloomington City Code, 1960, as heretofore or hereafter amended;
 - (d) To conduct public hearings and recommend approval or disapproval of preliminary development plans for planned unit developments and, if directed by the City Council, to report on final development plans in the manner provided in Division 15 of this Zoning Ordinance and Chapter 24 of the Bloomington City Code, 1960;
 - (e) When required by this Code or the City Council to conduct public hearings and recommend approval or disapproval of site plans as required by provisions of this Code;
 - (f) To recommend to the City Council amendments to this Zoning Code and Chapter 24 of the Bloomington City Code, 1960, as amended;
 - (g) To carry out and perform such additional duties as are assigned to them by the City Council.
4. Meetings. Meetings shall be held on the second and fourth Wednesday of each month at 4:00 p.m. or at any time upon the call of the chairperson at such times and place as the Commission may determine.

17-3 – GENERAL APPLICATION REQUIREMENTS

- A. Forms. Applications for the procedures established under this Section shall be submitted on application forms and in such numbers as required by the applicable review official or review body. The application form for each development review procedure shall establish the minimum information required for that procedure.
- B. Proof of ownership or sufficient proprietary interest. All applications required under this Section shall include proof of ownership satisfactory to the applicable review official or decision-making body. Such proof may include a preliminary title report from a licensed title company or attorney listing the name of the property owner(s) and all liens, easements and judgments of record affecting the subject property.
- C. Property owner endorsement.

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1. All applications shall include the name and signature of the current property owner(s) of all property within the boundaries; or
 2. Where the owner is not the applicant, the applicable review official shall require an applicant to present evidence that the applicant is a duly authorized agent of the owner or has sufficient proprietary interest.
- D. Filing fees.
1. All applications shall be accompanied by the associated filing fee as set forth in Chapter 1, Section 30 "Schedule of Fees" and shall be filed with the Community Development Department.
 2. Each application shall be accompanied by a check, payable to the Treasurer of the City, or a cash payment, to cover the cost of publication, posting, and hearings. Each application shall also be accompanied by a payment to cover the cost of publishing any public notices.
 3. Filing fees are not refundable except where an application was accepted in error or the fee paid exceeded the amount due. Fees may be refunded or partially refunded, where applications are withdrawn prior to publication of any notices. Under no condition shall said sum or any part thereof be refunded for failure of said application to be approved. No fee shall be required from any governmental or public agency.

17-4 – APPLICATION PROCESSING

- A. Completeness Review. An application shall not be considered by any decision-making body unless such application is complete, as described herein.
1. A determination of application completeness shall be made by the review official within seven (7) days of application filing.
 2. An application is considered complete only if it is provided in the required form, includes all mandatory information as may be required by the review official, and is accompanied by the applicable fee.
 3. If an application is determined to be incomplete, the review official shall contact the applicant in writing to explain the application's deficiencies. No further processing of the application shall occur until the deficiencies are corrected.
 4. If the deficiencies of an incomplete application are not corrected by the applicant within thirty (30) days, the application shall be considered withdrawn and returned to the applicant.
 5. All applications must be deemed complete at least twenty-one (21) days prior to a meeting or public hearing, unless otherwise allowed by the review official.
- B. Referrals. The review official may forward complete applications submitted under this Division to such other public officials and agencies as required by law or as deemed appropriate for further review.
- C. Staff Reports. The Director of Community Development shall submit a written report containing a summary of the land use application, its compliance with the Zoning Ordinance, comprehensive plan, and/or any other relevant official document, and recommendations on the basis thereof, at least seven (7) days prior to the meeting or hearing of the review-and/or decision-making body before which the application is to be heard.

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- D. Concurrent Applications.
1. If approved by the Director of Community Development, applications for development approvals may be filed and reviewed concurrently; provided, however:
 - (a) Any application that also requires a legislative decision shall not be eligible for final approval until the legislative decision has been approved; and
 - (b) No site plan or special use shall be approved before any necessary rezoning is approved.
 2. Applications submitted concurrently are subject to approval of all other related applications; denial or disapproval of any concurrently submitted application shall stop consideration of any related applications until the denied or disapproved application is resolved.
- E. Successive Applications. A successive application for an application that has been denied shall not be reviewed or heard within one (1) year after the date of denial, except if the Director of Community Development determines that substantial new information has become known since the denial. A successive application filed within one year of the date of denial shall include detailed information that justifies its consideration.

17-5 – NOTICE AND PUBLIC HEARINGS

- A. Required Legal Notice. After an application has been certified complete as required by Section 17-5, the applicable review or decision-making body shall fix a reasonable time for the required hearing of the application or appeal. Notice of the time and place of a legislative or administrative hearing shall be given in accordance with the laws of the State of Illinois.
1. The Zoning Administrator or designee shall publish notice of the hearing in a newspaper of general circulation in the City of Bloomington.
 2. Notice shall also be sent by first class mail or personal delivery to the property owner as shown on the records of the Local Tax Assessor's Office of record of all parcels, lying in whole or in part within five hundred (500) feet, inclusive of public right-of-way, of the property lines of the property for which the action is requested.
 3. The notice shall be given at least fifteen (15) days, but not more than thirty (30) days before the date the application will be considered for approval.
 4. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection. The notice shall include all of the following:
 - (a) The name and address of the applicant and property owner;
 - (b) The common address or location of the subject property;
 - (c) A description of the nature and purpose of the requested action;
 - (d) The location, date and time of the public hearing or meeting; and
 - (e) The office address and telephone number of the city office where information concerning the application may be obtained.
- B. Courtesy Notice. In addition to any required legal notice as provided herein, courtesy notice may be given at the direction of the Director of Community Development in the manner described herein. Distribution of courtesy notice shall not constitute a precedent for future notice on the subject application or on any future application.

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1. Posting the property affected with a sign indicating that a zoning action is pending affecting the property and that additional information may be obtained from the Community Development Department.
- C. Administrative Public Hearing.
1. Parties. The applicant, the City and persons filing a written entry of appearance may all be parties to an administrative public hearing;
 2. Testimony. Any person may appear and testify at an administrative public hearing, either in person or by a duly authorized agent or attorney;
 3. Oaths of Affirmation. The chairperson or in his or her absence, the acting chairperson, may administer oaths or affirmations;
 4. Compelling the Attendance of Witnesses. The chairperson or in his or her absence, the acting chairperson, may compel the attendance of witnesses by mailing to such persons a notice compelling attendance, not less than five (5) calendar days before the public hearing. Failure of a person to appear in response to such a notice shall constitute a violation of this Code.
 5. Hearing Procedures. In order that the board or commission may efficiently transact the business before it and provide an opportunity for all interested parties to be heard, the following rules and procedures shall be followed:
 - (a) The chairperson shall provide a short description of the application, the relief requested, and procedures governing the public hearing;
 - (b) The secretary shall report whether notice of the public hearing was given as required by this Code and whether courtesy notices were mailed to the owners of property most affected by the application;
 - (c) City staff shall summarize basic facts and relief requested in the application, and may provide a recommendation to the board or commission;
 - (d) The chairperson shall invite persons at the public hearing to speak in favor of the application;
 - (e) The chairperson shall invite persons at the public hearing to speak against the application;
 - (f) The chairperson shall open the floor for cross-examination by those interested parties who request the right to cross-examination. Questions must be relevant, as determined by the chairperson, to the application before the board or commission;
 - (g) The chairperson shall allow the applicant reasonable time to respond, to the public testimony, evidence, and comments presented;
 - (h) The chairperson shall close the public hearing and allow time for members of the board or commission to discuss the application. The board or commission shall make findings, applying the standards and factors set forth in this Code;
 - (i) At the end of such discussion the chairperson shall invite a motion of approval. After the motion of approval is seconded, those members who are in favor of approving the application shall vote "Yes", those in favor of denying the application shall vote "No", and those wishing to abstain from voting on the application shall vote "Present". A concurring vote of four (4) members of the Board of Zoning

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Appeals shall be required to approve or recommend approval of an application.
Board members shall cast their votes on roll call by the Secretary;

- (j) The chairperson shall then review the Board of Zoning Appeals action and discuss the procedures to be followed for the benefit of the applicant.

6. Record Keeping:

- (a) The board or commission shall make a sound recording of all administrative public hearings and shall retain such recording for not less than six (6) months following the closing of the hearing;
- (b) Verbatim Transcripts. In the event that any party desires a verbatim transcript of the administrative public hearing, a written request therefor shall be filed with the chairperson not less than three (3) weeks before the hearing date. Costs of taking such a transcript shall be shared equally between the requesting party and the City. Any party desiring a transcript of the proceedings shall pay any transcription or copying costs;
- (c) Decisions and Orders. The board or commission shall retain in the Office of the Community Development Department a copy of every rule, decision, or determination.

- 7. Notification of Decision. Copies of findings of fact and decisions or recommendations of the board or commission shall be served by mailing a copy thereof to all parties within five (5) days of such decision.

D. Legislative Public Hearing Procedure.

- 1. Notice for all legislative public hearings shall be given in accordance with Section 17-5
A. All legislative public hearings shall be held at regularly scheduled meetings, except when conditions require a special meeting.
- 2. Testimony. Any person may submit written comment which shall be made part of the public record or may appear and testify at a legislative public hearing, either in person or by duly authorized agent or attorney.
- 3. Oaths. The chairperson may administer oaths.
- 4. Compelling the Appearance of Witnesses. The chairperson may compel the attendance of witnesses by mailing to such persons a notice compelling attendance, not less than five (5) days before the public hearing. Failure of a person to appear in response to such a notice shall constitute a violation of this Code.
- 5. Record Keeping. The commission shall keep minutes of its proceedings, showing the vote of each member upon each question or if absent or failing to vote, indicate such fact.
- 6. Transmittal of Recommendation to Council. A copy of the meeting minutes and any reports or recommendations shall be filed with the Community Development Department prior to final action by the City Council on a particular item and shall become part of the public records of the municipality, provided however, the failure to file such minutes shall not invalidate final action of the City Council.

17-6 – ZONING MAP (REZONING) AND TEXT AMENDMENTS

- A. Purpose. Recognizing that conditions may change subsequent to the adoption of the city's zoning map and Zoning Ordinance, and/or that amendments may be necessary to clarify or correct the zoning regulations, the amendment process is hereby established. For this purpose and for the purpose of promoting the public health, safety, morals, comfort and general welfare, conserving the value of property throughout the City and lessening and avoiding congestion of the public streets and highways, City Council may, from time to time, in the manner hereinafter set forth, amend the regulations imposed in this Code and the districts provided hereby, provided that in all amendments adopted under the authority of this Section, due allowance shall be given for the existing condition, the conservation of property values, the direction of building development to the best advantages of the entire City and the use to which the property is devoted at the time of adoption of such amendment.
- B. Initiation of Amendment. Amendments to the zoning map may be proposed by the City Council, property owners or parties to a valid and enforceable purchase option contract. Amendments to the Zoning Ordinance, that is, zoning text amendments, may be proposed by a motion or resolution of the City Council.
- C. Application.
 - 1. An application for a map amendment shall be submitted on the form provided by the Office of the Community Development Department.
 - 2. Applications shall conform to the requirements of 17-3. In addition to the minimum requirements of the application, the Director of Community Development may request additional information necessary to facilitate a review of the application.
- D. Action by Director of Community Development. Upon submission of a complete application, the Director of Community Development shall review the application for compliance with 17-3 of this Section and other applicable requirements and prepare a written report.
- E. Action by Planning Commission.
 - 1. Hearing. The Planning Commission shall give notice and hold a legislative public hearing on each application for a zoning map or zoning text amendment.
 - 2. Recommendation. At the close of the legislative public hearing, the Planning Commission shall make findings of fact and prepare a recommendation to the City Council. In making its recommendation, the Planning Commission shall be guided by those purposes, standards and objectives of this Code and shall not recommend the adoption of an amendment unless it finds that such amendment is in the public interest and not solely for the benefit of the applicant. In making such a finding, the Commission may consider:
 - (a) The suitability of the subject property for uses authorized by the existing zoning;
 - (b) The length of time the property has remained vacant as zoned considered in the context of land development in the area;
 - (c) The suitability of the subject property for uses authorized by the proposed zoning;
 - (d) The existing land uses and zoning of nearby property;
 - (e) Relative gain or hardship to the public as contrasted and compared to the hardship or gain of the individual property owner resulting from the approval or denial of the zoning amendment application;

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- (f) The extent to which adequate streets are connected to the arterial street system and are available or can be reasonably supplied to serve the uses permitted in the proposed zoning classification;
- (g) The extent to which the proposed amendment is ~~in~~consistent with the need to minimize flood damage and that the development of the subject property for the uses permitted in the proposed zoning classification will not have a substantial detrimental effect on the drainage patterns in the area;
- (h) The extent to which adequate services (including but not limited to fire and police protection, schools, water supply, and sewage disposal facilities) are available or can be reasonably supplied to serve the uses permitted in the proposed zoning classification;
- (i) The extent to which the proposed amendment is consistent with the public interest, giving due consideration for the purpose and intent of this Code as set forth in 17-1 herein;
- (j) The extent to which property values are diminished by the particular zoning restriction;
- (k) The extent to which the destruction of property values promotes the health, safety, morals, or general welfare of the public;
- (l) Whether a comprehensive plan for land use and development exists, and whether the ordinance is in harmony with it;
- (m) And whether the City needs the proposed use.

F. Action by the City Council.

1. The City Council upon receiving the report and recommendation of the Planning Commission, as an exercise of the legislative discretion vested in the corporate authority of the City of Bloomington, Illinois, may grant or deny the proposal.
2. If an application for a proposed amendment is not acted upon finally by the City Council within three (3) months of the date upon which such application is received by the City Council, it shall be deemed to have been denied unless extended by agreement of the applicant and the City Council.
3. In case a written protest against any proposed amendment of the zoning districts created under this Code, signed and acknowledged by owners of twenty percent (20%) of the frontage proposed to be altered, or by the owners of twenty percent (20%) of the frontage directly opposite the frontage proposed to be altered or by the owners of twenty percent (20%) of the frontage immediately adjoining or across the alley therefrom is filed with the Community Development Department, the amendment cannot be passed except on the favorable vote of two-thirds (2/3) of the Aldermen of the City then holding office.
4. No application for a map amendment which has been denied wholly or in part by the City Council shall be resubmitted for a period of one (1) year from the date of said order of denial, except on the grounds of new evidence or proof of change of conditions found to be valid by the City Council.

17-7 – SPECIAL USES

- A. Purpose. The development and execution of this Code is based upon the division of the City into districts, within which districts the use of land and buildings and the bulk and location of buildings and structures in relation to the land are substantially uniform. It is recognized, however, that there are certain uses which, by their very nature and their unique characteristics cannot be permitted in a particular district or districts without special consideration being given to the characteristics of surrounding property, as well as the site itself and the impact such a use would have on adjoining or nearby property. The purpose of this Section is to specify standards that shall be required to be met before the issuance of a special use permit. In addition to the underlying zoning district regulations and the general standards applicable to all special use requests, each special use shall meet any applicable specific standards set forth for that particular use and any conditions imposed by the City Council in the ordinance granting the special use permit. ~~Such~~ Special uses fall into two categories:
1. Uses publicly operated or traditionally serving a public interest;
 2. Uses entirely private in character but of such an unusual nature that their operation may give rise to unique problems with respect to their impact upon neighboring property or public facilities.
- B. Existing Special Uses. Where a building or structure and the use thereof, or the use of land lawfully exists on the effective date of this Code, including amendments thereafter as an allowable special use in the zoning district in which it is located, the existing building or structure and its use thereof, or the use of land where no building, or structure is involved, comprising such a special use shall be considered a lawful existing special use.
- C. Initiation of Application. The City Council or the City Manager at the direction of the City Council or any person having a freehold interest in land, or a possessory interest entitled to exclusive possession, or a contractual interest which may become a freehold interest, or an exclusive possessory interest, and which is specifically enforceable, may file an application to use such land for one or more of the special uses provided for in this Code in the zoning district in which the land is located.
- D. Application Requirements.
1. An application for a special use permit shall be submitted on the form provided by the Office of the Community Development Department.
 2. The application shall include a statement describing the nature of the proposed use and a full-size, legible site plan.
 3. Applications shall conform to the requirements of Section 17-3. The information requested on the application is deemed to be a minimum, and the applicant may be required to supply additional information prior to the public hearing on their requests.
 4. The site plan shall provide the following information on one or more sheets:
 - (a) Location by Section, Town and Range or other legal description;
 - (b) Names and addresses of the persons having proprietary interest over the property;
 - (c) Graphic (engineering) scale;
 - (d) North-points;
 - (e) Date of preparation;

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- (f) The boundary lines of the property in question;
 - (g) Location of all survey monuments and their descriptions;
 - (h) Proposed location, width, and type of surface material of all proposed sidewalks, pedestrian ways, driveways, parking areas, service areas, and recreation areas;
 - (i) Size, location, height, number of stories, building design, and arrangement of proposed buildings and structures and existing buildings and structures;
 - (j) Size and location of proposed parking areas with arrangement of bays and aisles and curb cuts, and with indication of the total number of spaces;
 - (k) Size, location, and composition of all proposed fencing, refuse enclosures and landscaped screening material;
 - (l) Landscaping plan indicating size, location, and general characteristics of plant materials as specified in 13 of this Zoning Ordinance.
- E. Action by Director of Community Development. Upon submission of a complete application, the Director of Community Development shall review the application for compliance with Paragraph H of this Section and other applicable requirements and prepare a written report.
- F. Action by Board of Zoning Appeals.
- 1. Hearing. Upon receipt in proper form of the application and supporting material referred to above, the Board of Zoning Appeals shall hold a least one (1) administrative public hearing on the proposed Special Use in the manner provided in Section 17-5. If any variations to the regulations of this code would otherwise be necessary for the development proposal, such review procedure shall be deemed to occur simultaneously with the Zoning Board of Appeals' administrative public hearing and recommendation on the special use permit application.
 - 2. Recommendation. For each special use application, the Board of Zoning Appeals shall report to the Council its findings of fact and recommendations, including the stipulations of additional conditions and guarantees, when they are deemed necessary for the protection of the public interest or to meet the standards as specified herein.
- G. Action by the City Council. The City Council shall either deny the application or shall grant the special use permit, with or without modifications or conditions.
- H. Standards of Approval. No special use application shall be recommended by the Board of Zoning Appeals or approved by the City Council unless it is found:
- 1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, comfort, or general welfare;
 - 2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
 - 3. That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district;
 - 4. That adequate utilities, access roads, drainage and/or necessary facilities have been or will be provided;
 - 5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and

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6. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may be modified by the Council pursuant to the recommendations of the Board of Zoning Appeals.
- I. Conditions and Guarantees. Prior to the granting of any special use application, the Board of Zoning Appeals may recommend, and the Council may require, such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the special use as deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified herein. The Council may require such evidence and guarantees as it may deem necessary as proof of compliance with the conditions of approval
- J. Expiration and Revocation of special use permits and existing special use. The revocation or expiration of a special use permit issued pursuant to Section 10-3 of this Code or the expiration or revocation of existing special use shall cause the use to become an illegal use for the property in question and shall be subject to the enforcement procedures under Section 13-1 of this Code.
- K. Revocation of special use permits. In any case where a special use has not been physically undertaken within one (1) year after the date of granting thereof, then without further action by the Council, the special use or authorization thereof shall null and void.
- L. Change of Use. In any case where a special use permit has been granted or where existing special use status has been granted, and the special use has been established, a change in use, from the approved or authorized special use to another use, shall cause the special use permit or existing special use status authorized by Section 10-3 of this Code to expire.
- M. Discontinuance of Special Use. When a special use or an existing special use is discontinued for six (6) consecutive months, or for eighteen (18) months during a three (3) year period, the special use permit or existing special use status shall expire.
- N. Destruction of Structure. The removal or destruction of a structure containing a Special Use shall cause the special use permit or the existing special use status to expire. Destruction, for the purpose of this subsection, is defined as damage to an extent of more than fifty percent (50%) of its fair market value prior to the time of destruction.
- O. Expansion of Use. Expansion of the special use beyond the level of activity stated in the special use permit or beyond the level of activity of the existing special use shall cause the special use permit or such existing special use status to be revoked.

17-8 – VARIATIONS

A. Applicability.

1. The Board of Zoning Appeals shall have the power to authorize, upon application, variations to this Code except where in conflict with other provisions of this Section, and to allow the enlargement and structural alterations of nonconforming structures. Such variations shall only be granted when the variation would be in harmony with this Code's general purpose and intent.
2. The Board of Zoning Appeals may grant variations only in specific instances where there would be practical difficulties or particular hardships in carrying out the strict letter of those Sections of this Code stated herein.
3. Any and all variations to this Code granted by the Board of Zoning Appeals prior to January 9, 1996 are hereby authorized and validated.
4. Under no circumstances shall the Board of Zoning Appeals grant a variation to allow a use of land not permissible under the terms of the Code in the zoning district involved or any use of land expressly or by implication prohibited by the terms of this Code in said zoning district.

B. Initiation of Application. An application for a variation may be made by any person, firm or corporation, or by any office, department, board, bureau or Commission requesting or intending to request application for a building permit or by the City Council or the City staff at the direction of the City Council.

C. Application Requirements.

1. An application for a variation shall be submitted on the form provided by the Office of the Community Development Department. The application shall specify the grounds for the variation.
2. Before the application is filed, a pre-application review by the Community Development Department is required.
3. Applications shall conform to the requirements of Section 17-3. The information requested on the application is deemed to be a minimum, and applicants may be required to supply additional information prior to the public hearing on their requests.

D. Action by Director of Community Development. Upon submission of a complete application, the Director of Community Development shall review the application for compliance with Paragraph G of this Section and other applicable requirements and prepare a written report.

E. Action by Board of Zoning Appeals. Upon receipt in proper form of the application and supporting material referred to above, the Board of Zoning Appeals shall hold a least one (1) administrative public hearing on the proposed variation in the manner provided in Section 17-5.

F. Standards for Variations. In granting or denying an application for a variation, and with the exception for sign variations as provided in paragraph G below, the Board of Zoning Appeals shall prepare findings of fact from the evidence adduced at the administrative public hearing indicating the extent to which each of the following items are demonstrated by the applicant. A variation from the terms of this Code shall not be granted by the Board of Zoning Appeals unless and until findings of fact are submitted demonstrating:

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1. That the property has physical characteristics that pose unreasonable challenges which make strict adherence to the Code difficult; and
 2. That the variance would be the minimum action necessary to afford relief to the applicant; and
 3. That the special conditions and circumstances were not created by any action of the applicant; and
 4. That granting the variation requested will not give the applicant any special privilege that is denied to others by the Code; and
 5. That the granting of the variation will not be detrimental to the public welfare, alter the essential character of the neighborhood, nor unreasonable impair the use or development of adjoining properties.
- G. Conditions of Approval. The Zoning Board of Appeals may impose such conditions and restrictions upon the premises benefited by a variation as may be necessary to comply with the standards established in this Section, to reduce or minimize the effect of such variation upon other property in the neighborhood, and to better carry out the general intent of this ordinance.
- H. Decisions. Decisions of the Board of Zoning Appeals on variations initiated hereunder shall be final and reviewable only in the Court in accordance with the applicable Statutes of the State of Illinois (735 ILCS 5/3-101, *et. seq.*).
- I. Expiration. No order of anybody granting a variation shall be valid for a period longer than one (1) year from the effective date of such order, unless a building permit for the building or structure for which such variation was granted is obtained from the Director of Community Development within such one (1) year period and unless construction of such building or structure is started and completed in accordance with the terms of such permit. No order granting a temporary use variation shall be valid for a period longer than one (1) year from the effective date of such order.

17-9 – SITE PLAN REVIEW

- A. Purpose. It is the intent of the Site Plan Review procedure to facilitate the creative and coherent development of the community through the review of specific and detailed plans for parcels of land to stimulate creative approaches to commercial development of land, to provide more efficient use of land, to develop new approaches to the living environment through variety in type, design, and layout of buildings, transportation systems, and public facilities, to unify building and structures through design, to promote long term planning pursuant to the Bloomington Comprehensive Plan as adopted in 2015 and amended from time to time, and to find creative solutions to stormwater and sustainability related issues.
- B. Initiation of Site Plan Review. An application for a site plan review may be made by any person, firm, or corporation, or by any office, department, board, bureau, or Commission requesting or intending to request application for a building permit or by the City Council or the City staff at the direction of the City Council.
- C. Application Requirements.
1. An application for a site plan review shall be submitted on the form provided by the Office of the Community Development Department.

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2. Applications shall conform to the requirements of Section 17-3. The information requested on the application is deemed to be a minimum, and the applicant may be required to supply additional information.
3. The site plan shall provide the following information on one or more sheets:
 - (a) Location by Section, Town and Range or other legal description;
 - (b) Names and addresses of the persons having proprietary interest over the property;
 - (c) Graphic (engineering) scale;
 - (d) North-points;
 - (e) Date of preparation;
 - (f) The boundary lines of the property in question;
 - (g) Size, location, height, number of stories, building design, and arrangement of proposed buildings and structures and existing buildings and structures;
 - (h) Schematic drawings illustrating the locations and dimensions of proposed buildings and structures, the design and character of the building, elevations, exterior building materials and types of construction of all proposed buildings and structures;
 - (i) A scaled site plan showing the existing buildings and land uses, contiguous land uses, natural topographic features, zoning districts, public thoroughfares, transportation, and utilities.
 - (j) A scaled site plan of the proposed development showing lot area, the required yards and setbacks, contour lines, common space, and the location, floor area ratio, lot area coverage and heights of buildings and structures, size, and location of proposed parking areas with arrangement of bays and aisles and curb cuts, and with indication of the total number of spaces;
 - (k) Schematic drawings illustrating the design and character of the building elevations, types of construction, and floor plans of all proposed buildings and structures. The drawings shall also include a schedule showing the number, type, and floor area of all uses or combinations of uses, and the floor area of the entire development.
 - (l) Size, location, and composition of all proposed fencing, refuse enclosures, and landscaped screening material;
 - (m) Landscaping plan indicating size, location, and general characteristics of plant materials as specified in 13 of this Zoning Ordinance if the project would result in new landscaping or landscape changes.
 - (n) A site drainage plan for the proposed project if required.
 - (o) A photometric/lighting plan for the proposed project if the project would result in new exterior lighting or changes to exterior lighting.
- D. Concurrent Applications. If variations to the bulk, sign and off-street parking and loading regulations of this Code would otherwise be necessary for the development proposal, such proposal shall be exempt from the administrative public hearing on the variation request and such review procedure shall be deemed to occur simultaneously with the Planning Commission's review of the plan. Land uses proposed to be included in a development requiring a legislative public hearing site plan review which would otherwise be allowed by special use permit only are exempted from the administrative public hearing normally required for such special use permit applications and the Planning Commission shall

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consider the standards for granting a special use and make a recommendation to the City Council on the granting of such site plan approval, special use and variation and the legislative public hearing.

- E. Site Plan Review Requiring Legislative Public Hearing. Applications for site plan review required pursuant to Section 5-5 shall require a legislative public hearing.
1. Procedure. Legislative public hearings shall be conducted in accordance with Section 17-5 of this Code.
 2. Recommendation and Decision on Site Plan. In making its recommendation, the city staff, the Planning Commission and, in making its legislative determination, the City Council shall be guided by those purposes for which this Code was adopted and shall endeavor to accomplish those standards and objectives for which this Code is designed and may consider:
 - (a) The extent to which potential incompatibilities between the proposed development and surrounding existing development and/or zoning is minimized by such design features as placement of buildings, parking areas, access driveways and existing or proposed topography.
 - (b) The extent to which the proposal minimizes any adverse impact of the development upon adjoining land.
 - (c) The extent to which adequately improved streets connected to the improved arterial street system are available or can be reasonably supplied to serve the uses proposed in the development.
 - (d) The extent to which the proposed development will favorably or adversely affect other persons or property and, if so, whether because of circumstances peculiar to the location the effect is likely to be greater than is ordinarily associated with the development of the type proposed
 3. General Conditions
 - (a) Approval of a site plan by the City Council is required before a building permit is issued. Construction and use of the premises must be in accordance with the approved site plan and no occupancy permit shall be issued for any building or structure that is not in conformance with an approved site plan.
 - (b) Minor changes to an approved site plan that do not change the intent or character of development or modify the conditions of approval, such as adjustments to the ~~in~~ the location, siting, and height of structures, the location of parking stalls and loading areas, and the location and species of landscaping may be authorized by the Director of Community Development pursuant to the administrative procedures in Section 17-9 F.;
 - (c) All other changes to an approved site plan shall be made by the City Council. The Council may require the Planning Commission to conduct an additional legislative public hearing and submit a recommendation on such proposed changes or deviations.
- F. Administrative Site Plan Review. The Director of Community Development shall be authorized to conduct site plan review for off-street parking and loading facilities or landscaping as required pursuant to Division 12 and Division 13.

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1. The Director may refer any application to the Planning Commission and City Council pursuant to legislative public hearing procedures.
 2. In approving a site plan, the Director of Community Development shall consider the following:
 - (a) Consistency with the intent and purpose of this Code and the comprehensive plan;
 - (b) The quality of site design and appropriateness of development intensity;
 - (c) Adequacy and location of parking areas and pedestrian and vehicular access points;
 - (d) Compliance with requirements for easements or dedications;
 - (e) Compliance with any applicable subdivision improvements; and
 - (f) If applicable, compliance with any development conditions.
 3. The Director's decision on administrative site plan review may be appealed pursuant to the provisions of Section 17-12.
- G. Exemptions. The following construction activities shall be exempt from site plan review:
1. Construction of improvements inside buildings;
 2. Construction of accessory buildings or structures;
 3. Previously approved site plans showing future additions; and
 4. Construction of telecommunication tower facilities.

17-10 – CERTIFICATE OF APPROPRIATENESS

- A. Applicability.
1. A certificate of appropriateness shall be required before the following actions affecting the exterior architectural appearance of any landmark or property within a historic district may be undertaken:
 - (a) Any construction, alteration, or removal requiring a building permit from the City;
 - (b) Any demolition in whole or in part requiring a permit from the City;
 - (c) Any construction, alteration, demolition, or removal affecting a significant exterior architectural feature as specified in a historic resource survey or in the ordinance designating the landmark or historic district.
 2. Actions that do not alter the exterior architectural appearance of a landmark or property within a historic district, regardless of whether such actions require a building or demolition permit, are exempt from the requirement for a certificate of appropriateness.
 3. Initiation of Application. An application for a certificate of appropriateness may be made by any person, firm, or corporation, or by any office, department, board, bureau or Commission requesting or intending to request application for a building or demolition permit or by the City Council or the City staff at the direction of the City Council.
- B. Application Requirements.
1. The application for a certificate of appropriateness shall be submitted on a form provided by the Office of the Community Development Department.
 2. Applications shall conform to the requirements of Section 17-3. The information requested on the application is deemed to be a minimum, and the applicant may be required to supply additional information.
 3. The following information shall be provided on one more sheets.
 - (a) Street address of the property involved.

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- (b) Applicant and/or owner's name and address.
 - (c) Architect's name if one is utilized.
 - (d) Brief description of the present improvements situated on the property and photographs of existing conditions.
 - (e) A detailed description of the construction, alteration or demolition proposed, together with any architectural drawings or sketches if those services have been utilized by the applicant and, if not, a description of the construction, alteration, or demolition, sufficient to enable anyone to determine what the final appearance of the improvement will be.
- C. Action by Historic Preservation Commission.
- 1. Every application for a certificate of appropriateness, including the accompanying plans and specifications transmitted to the Preservation Commission within twenty (20) days after the application is deemed complete, unless such timeframe is extended in writing by mutual agreement of the city and applicant.
 - 2. The Community Development Department shall not issue the building or demolition permit for a designated landmark or a property within a designated historic district until a certificate of appropriateness has been issued by the Preservation Commission.
- D. Standards for Review. In considering an application for a building or demolition permit or for a certificate of appropriateness, the Preservation Commission shall be guided by the design guidelines in Subsection F and any guidelines established in the ordinance designating the landmark or historic district, as well as the following general standards:
- 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;
 - 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;
 - 3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged;
 - 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;
 - 5. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity;
 - 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;

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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;
 8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project;
 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.
 10. 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
- E. Design Guidelines. Design guidelines for applying the criteria for review of certificates of appropriateness shall, at a minimum, consider the following architectural criteria:
1. Height. The height of any proposed alteration or construction should be compatible with the style and character of the landmark and with surrounding structures in a historic district;
 2. Proportions of Windows and Doors. The proportions and relationships between doors and windows should be compatible with the architectural style and character of the landmark and with surrounding structures within a historic district;
 3. Relationship of Building Masses and Spaces. The relationship of a structure within a historic district to the open space between it and adjoining structures should be compatible;
 4. Roof Shape. The design of the roof should be compatible with the architectural style and character of the landmark and of surrounding structures and landscapes in historic districts;
 5. Landscaping. Landscaping should be compatible with the architectural character and appearance of the landmark and of surrounding structures and landscapes in historic districts;
 6. Scale. The scale of the structure after alteration, construction, or partial demolition should be compatible with its architectural style and character and with surrounding structures in a historic district;
 7. Directional Expression. Facades in historic districts should blend with other structures with regard to directional expression. Structures in a district should be compatible with the dominant horizontal or vertical expression of surrounding structures. The directional expression of a landmark after alteration, construction, or partial demolition should be compatible with its original architectural style and character;
 8. Architectural Details. Architectural details including materials, colors, and textures should be treated so as to make a landmark compatible with its original architectural style and character and to preserve and enhance the architectural style or character of a landmark or historic district.
- F. Conditions of Approval. The Preservation Commission may impose such conditions and restrictions upon the certificate of appropriateness as may be necessary to comply with the

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standards established in this Section, to reduce or minimize the effect of such upon a landmark or historic district, and to better carry out the general intent of this ordinance.

G. Certificate of Economic Hardship

1. A certificate of economic hardship may be granted by the Preservation Commission when an applicant presents evidence clearly demonstrating that failure to approve a certificate of appropriateness will cause an immediate extreme financial hardship because of conditions specific to the particular structure that is the subject of the application. Upon granting a certificate of economic hardship, the commission may approve or conditionally approve a certificate of appropriateness even though it does not meet the standards set forth in Paragraph D.
2. An application for a certificate of economic hardship shall be made on a form prepared by the Community Development Department. The applicant shall supply the following minimum information in support of an application for a certificate of economic hardship:
 - (a) Estimate of the cost of the proposed construction, alteration, demolition, or removal and an estimate of any additional cost that would be incurred to comply with the recommendations of the Preservation Commission for changes necessary for the issuance of a certificate of appropriateness;
 - (b) A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation;
 - (c) Estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition, or removal; after any changes recommended by the Preservation Commission; and, in the case of a proposed demolition, after renovation of the existing property for continued use;
 - (d) In the case of a proposed demolition, an estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
 - (e) Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer;
 - (f) If the property is income producing, the annual gross income from the property for the previous two (2) years; itemized operating and maintenance expenses for the previous two (2) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period;
 - (g) All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing, or ownership of the property;
 - (h) Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two (2) years;
 - (i) Assessed value of the property according to the two (2) most recent assessments;
 - (j) Real estate taxes for the previous two (2) years;

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- (k) Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other;
 - (l) Any other information, including the income tax brackets of the owner, applicant, or principal investors in the property considered necessary by the Preservation Commission to a determination as to whether the property does yield or may yield a reasonable return to the owners.
3. The Preservation Commission shall review all ~~the~~ required evidence and information, conduct an administrative public hearing, and make a determination on the application within forty-five (45) days of receipt of the completed application unless such timeframe is extended in writing by mutual agreement of the city and applicant.
 4. In order to grant a certificate of economic hardship, the Preservation Commission must find that denial of the proposed certificate of appropriateness would deprive a designated landmark or property within a Historic District of all reasonable use of or return.
 - (a) In the case of a proposed removal, relocation or demolition, the Preservation Commission must find that the designated landmark cannot be remodeled or rehabilitated in a manner that would allow a reasonable use of or return from such landmark or property to a property owner.
 - (b) The Preservation Commission or Director of Community Development may order that the issuance of a permit for removal, relocation, or demolition be delayed for a period of up to one hundred eighty (180) days in order that such steps may be taken as are reasonably likely to result in the preservation of the building or structure involved. These efforts may include consultation with civic groups, public agencies, and interested citizens, and the exploration of possible acquisition.
- H. Decision of Preservation Commission.
1. The Preservation Commission shall review the application for a certificate of appropriateness and issue or deny the certificate of appropriateness within forty-five (45) days following transmission of the completed application, unless such timeframe is extended in writing by mutual agreement of the city and applicant.
 2. The Preservation Commission may establish a subcommittee of three (3) of its members to review applications for a certificate of appropriateness when delay to the next regular meeting would create an unnecessary inconvenience to the applicant. A certificate of appropriateness may be issued with full authority of the Commission prior to the next regular meeting upon the signature of the Chairperson of the subcommittee or upon the signature of the review official with his or her written finding that the application is consistent with the standards described in this Section. The Commission may further designate staff support responsible for reviewing routine applications for certificates of appropriateness when the proposed work is clearly appropriate and in accordance with the criteria set forth in Paragraph D. of this Section.
 3. Written notice of the approval or denial of the application for a certificate of appropriateness shall be provided to the applicant within seven (7) days following the determination

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4. A denial of a certificate of appropriateness shall be accompanied by a statement of the reasons for the denial. The Preservation Commission shall make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the Preservation Commission to reconsider its denial and shall confer with the applicant and attempt to resolve as quickly as possible the differences between the owner and the Preservation Commission. The applicant may resubmit an amended application or reapply for a building or demolition permit that takes into consideration the recommendations of the Preservation Commission.
- I. Appeals.
1. Decisions of the Preservation Commission on certificates of appropriateness and certificates of economic hardship shall be final and reviewable only in the Court in accordance with the applicable Statutes of the State of Illinois. (735 ILCS 5/3-101, *et seq.*), However, the Preservation Commission's determination may be appealed to the City Council if such application is rejected by the vote of fewer than five (5) members.
 2. An applicant may appeal such decision to the City Council by filing notice of intent to do so with the Community Development Department within thirty (30) days after receiving notice of the decision of the Commission.
 3. An appeal from a final administrative decision as defined herein shall be to the Circuit Court as provided in the Administrative Review Act (735 ILCS 5/3-101 *et seq.*) For purposes of the Illinois Administrative Review Act any of the following shall constitute a final administrative decision:
 - (a) A decision of the Bloomington City Council finally disposing of the matter;
 - (b) A decision of the Historic Preservation Commission that is not subject to appeal under this Section;
 - (c) An appealable decision of the Historic Preservation Commission that has not been appealed to the City Council at the end of the time for appeal to the City Council.

17-11 – DEMOLITION REVIEW

- A. Applicability. Except for historic landmarks and buildings located in a historic district, buildings shall be subject to the requirements of this Section where:
1. The proposed demolition exceeds five hundred (500) square feet of gross floor area; and
 2. The building was constructed more than fifty (50) years before the date of the application for a demolition permit, as determined on the basis of available records.
- B. Administrative Review of Demolition. Upon receipt of an application for a demolition permit, or a building permit involving demolition, the Director of Community Development shall review the application to determine if the building meets the criteria of Paragraph A. If it does, the Director of Community Development shall:
1. Notify the applicant in writing within five (5) days that the application for demolition must be reviewed before proceeding.
 2. Within five (5) days, forward a copy of the application to the Preservation Commission chairperson and any standing committee of the Preservation Commission that is empowered to review demolition permits.

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3. Within five (5) days of a receipt of the copy of the application, the chairperson or duly authorized committee shall issue a preliminary recommendation regarding the granting of the demolition permit. If a favorable recommendation is issued, the demolition permit shall be issued. If the chairperson or committee determines that the building is potentially significant pursuant to the standards of Subsection 8-5 B., a recommendation may be made in opposition to granting the demolition permit.
 4. If the chairperson or committee determines that the building is potentially significant, it shall schedule an administrative public hearing before the Preservation Commission to consider the building's historical or architectural significance. Said hearing shall be conducted within thirty-five (35) days of initial submittal of the permit application. The City shall give notice in the manner prescribed by Section 17-5.
- C. Public Hearing. The administrative public hearing shall be conducted in accordance with the procedures of Subsection 17-5.
1. The Preservation Commission shall hear all public testimony regarding the potential significance of the building and the proposed demolition.
 2. At the conclusion of the hearing, the Commission shall make findings and issue a determination as to the significance of the building.
- D. Decision.
1. If the building is determined to be not significant, the Director of Community Development shall cause such demolition or building permit to be issued, provided that it complies with all other requirements of the Code.
 2. If the building is significant, Director of Community Development shall conduct a meeting between the chairperson or committee and the owner (or his or her representative), within ten (10) days of the public hearing, to discuss alternatives to demolition.
- E. Demolition.
1. The demolition review process shall not delay the issuance of a demolition or building permit by more than sixty (60) days.
 2. If no alternatives to demolition have been identified and agreed to by the applicant within said sixty (60) day period, the Director of Community Development shall cause the demolition or building permit to be issued provided that it complies with all other requirements of this Code.
 3. Nothing in this Section shall be construed to prevent immediate demolition or partial demolition where public safety is at risk and where the building has been determined by the Building Official to be a public hazard and demolition is the only viable recourse.

17-12 -- ADMINISTRATIVE APPEALS

- A. Authority. The Board of Zoning Appeals shall hear and decide appeals from an administrative order, requirement, or determination made by the Director of Community Development.
- B. Initiation. An administrative appeal may be taken to the Board of Zoning Appeals by any property owner, the City Council, or parties to an enforceable purchase option contract aggrieved by an administrative order, requirement decision, or determination under this Code by the Director of Community Development, provided the terms "any property owner"

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and "parties to an enforceable purchase option contract" refer to persons with an ownership or contractual interest in the parcel which is the subject of the administrative order, requirement, decision or determination made by the Director of Community Development.

- C. Application Requirements. An administrative appeal shall be filed made by filing a written notice of appeal, specifying the grounds of the appeal, in the Community Development Department. The appeal shall thereafter be forwarded to the Board of Zoning Appeals within twenty (20) days.
- D. Administrative Public Hearing. The Board of Zoning Appeals shall conduct an administrative public hearing on all appeals duly initiated hereunder.
- E. Decision. All decisions of the Board of Zoning Appeals on appeals initiated hereunder shall be final and reviewable only in the Courts in accordance with the applicable Statutes of the State of Illinois (735 ILCS 5/3-101, *et. seq.*).

17-13 – ZONING ENFORCEMENT OFFICER

- A. Duties. The Director of Community Development shall administer and enforce this Code. He or she may be provided with assistance of such other persons as the City Manager may direct. In furtherance of such authority the Director of Community Development, or his or her designee, shall:
 - 1. Notify in writing any person responsible for violating any of the provisions of this Code, indicating the nature of the violation and ordering the action necessary to correct it;
 - 2. Order discontinuance of illegal use of land, buildings, or structures; removal of illegal buildings or structures or of illegal additions, alterations, or structural changes; discontinuance of any illegal work being done; or shall take any other action authorized by this Code to ensure compliance with or to prevent violation of its provisions;
 - 3. Issue all building permits, and make and maintain records thereof;
 - 4. Issue all zoning compliance certificates and make and maintain records thereof;
 - 5. Issue all special use permits after they are approved by the Council in accordance with 10 of this Code;
 - 6. Issue all zoning verification letters and maintain records thereof;
 - 7. Conduct inspections of buildings, structures, and use of land to determine compliance with this Code;
 - 8. Maintain permanent and current records pertaining to this Code, including but not limited to, maps, amendments, plans, special uses, variations, appeals, and applications therefor; and designate on the official zoning map each amendment;
 - 9. Provide and maintain a public information bureau relative to all matters arising out of this Code;
 - 10. Receive, file and forward to the Board of Zoning Appeals all applications for appeals, special uses, authorized variations, or other matters on which the Board of Zoning Appeals is required to pass under this Code;
 - 11. Forward to the Community Development Department all applications for special use permits, amendments, and other matters which are to be referred to the Board of Zoning Appeals, Historic Preservation Commission, or the Planning Commission.
- B. Building Permit Requirements. No building or other structure shall be erected, moved, added to, or structurally altered without a permit therefor issued by the Director of

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Community Development. No building permit shall be issued by the Director of Community Development except in conformity with the provisions of this Code and Chapters 10 and 24 of the Bloomington City Code, 1960, as amended, unless he or she receives a written order from the Board of Zoning Appeals in the form of an administrative review or variation or from the City Council in the form of a special use permit or amendment as provided by this Code.

17-14 – ZONING COMPLIANCE CERTIFICATE

- A. Zoning Compliance Required. It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or part thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure until a zoning compliance certificate shall have been issued therefor by the Director of Community Development stating that the proposed use of the building or premises conforms to the requirements of this Code.
- B. No nonconforming structure or use shall be maintained, renewed, changed, or extended until a zoning compliance certificate shall have been issued by the Director of Community Development. The zoning compliance certificate shall state specifically wherein the nonconforming use differs from the provisions of this Code. Upon enactment or amendment of this Code, owners or occupants of nonconforming uses or structures shall have six (6) months to apply for a zoning compliance certificate. Failure to make such application within six (6) months shall be prima facie evidence that the property was in a conforming use at the time of enactment or amendment of this Code;
- C. No permit for erection, alteration, moving or repair of any building shall be issued until an application has been made for a zoning compliance certificate; and such certificate shall be issued in conformity with the provisions of this Code upon completion of the work.
- D. A temporary zoning compliance certificate may be issued by the Director of Community Development for a period not exceeding six (6) months during alterations or partial occupancy of a building pending its completion, provided that such temporary certificate may include such conditions and safeguards or will protect the safety of the occupants and the public.
- E. Failure to obtain a zoning compliance certificate shall be a violation of this Code and punishable under Section 17 of this Code.

17-15 – ZONING VERIFICATION LETTERS

- A. Purpose. A zoning verification letter may be requested from the Community Development by any individual seeking information about the zoning status of a specific parcel of land
- B. Request.
 - 1. The request for a zoning verification shall be submitted in writing, and shall include the following:
 - (a) Sufficient information to identify the property including the property address, parcel number, and/or a map indicating the property location;
 - (b) Specific list of information requested.
 - (c) Administrative fee.

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2. If the request covers multiple parcels, the Director of Community Development may determine that each parcel is a separate request and assess additional fees.
- C. Content. A zoning verification letter shall be prepared based upon information on file in the Community Development Department, and shall be limited to the following:
 1. The future land use designation of the property;
 2. The current zoning district of the property;
 3. Verification that a particular use is permitted within the property's current zoning district;
 4. Information about special uses, variations, planned unit developments or other parcel-specific regulations that pertain to the site;
 5. Zoning action, if any, that is needed to permit a particular use;
 6. Any current, outstanding violations that are the subject of code enforcement action.
- D. Errors, Inaccuracies or Omissions. If the Director of Community Development determines that a zoning verification letter was based on inaccurate or misleading information or if the zoning verification letter does not comply with this Code, then, at any time, the Director may issue a modified letter that complies with the Code or revoke the zoning verification letter. No refunds will be provided.
- E. Effect.
 1. The zoning verification letter shall not be construed to verify compliance of a parcel with development regulations, parking, or landscaping requirements, or to certify legal non-conforming status.
 2. A zoning verification letter does not authorize any development activity or use.
 3. The determinations made within a zoning verification letter are not subject to appeal.

17-16 – COMPLAINTS AND PENALTIES

- A. Compliance Required. All land developed or redeveloped, all buildings and structures erected, converted, enlarged, reconstructed, moved, or structurally altered, and all land, buildings, structures, and uses must comply with all applicable provisions of this Code. Failure to comply with applicable provisions constitutes a violation of this Code. The following list of violations is intended to be illustrative, and not limited to the specific items.
 1. Development or Redevelopment Violations.
 - (a) Engaging in the development or redevelopment of land in any way not consistent with the requirements of this Code.
 - (b) Erecting a building or other structure in any way not consistent with the requirements of this Code.
 - (c) Failure to comply with any condition or stipulation imposed on a permit or approval, including conditions of approval for a map amendment, special use, site plan review, variation, certificate of appropriateness, planned unit development, or other approval.
 2. Alterations to Existing Land, Buildings or Structures Violations.
 - (a) Modifying, converting, filling, excavating, removing, enlarging, reconstructing, moving or structurally altering land, vegetation, fences, and other site features in any way except as permitted by or pursuant to this Code.

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- (b) Modifying, converting, enlarging, reconstructing, demolishing, moving or structurally altering an existing building or structure except as permitted by or pursuant to this Code.
- 3. Use Violations.
 - (a) Using land, buildings, or structures in any way except as permitted by or pursuant to this Code.
 - (b) Engaging in the use of a building or land or any other activity requiring one or more permits, variance, or other approval under this Code without obtaining all such permits, variances, or approvals.
- 4. Compliance Violations.
 - (a) Failure to comply with any lawful order issued by the Director of Community Development.
 - (b) Failure to arrange for an initial inspection or a re-inspection to determine compliance with notices issued under this Code.
 - (c) Failure to comply with any permit, variance, special use, planned development, or approval granted under this Code.
- 5. Separate Violation. Each act of violation and each day upon which a violation occurs or remains shall constitute a separate violation.
- B. Complaints. In case any building or structure is constructed, reconstructed, altered, repaired, converted, or maintained, or any building, structure or land is used in violation of this Code, any person may file a written complaint. Such complaint stating fully the causes and basis thereof shall be filed with the Director of Community Development. The Director shall properly record such complaint, immediately investigate and may, if a violation exists, institute any appropriate action or proceeding to:
 - 1. Prevent the unlawful construction, reconstruction, alteration, repair, conversion, maintenance, or use;
 - 2. Prevent the occupancy of the building, structure, or land;
 - 3. Prevent any illegal act, conduct, business, or use in or about the premises; or
 - 4. Restrain, correct, or abate the violation.
- C. Enforcement Process.
 - 1. Basis of Inspections. Inspections shall be made to obtain and maintain compliance with the provision of this Code based upon one (1) or more of the following:
 - (a) To determine conformity with a permit, variation, special use or other approval, as well as any special conditions imposed at any time.
 - (b) The need to determine compliance with a notice or an order issued by the City.
 - (c) A complaint is received by the City, indicating that there is a violation of the provisions of this Chapter.
 - (d) An observation by the City of a violation of the provisions of this Code.
 - (e) An emergency is observed or reasonably believed to exist.
 - (f) A request for an inspection is made by the owner or responsible person.
 - (g) Designation of an area where all dwelling units, accessory building, yards, and/or signs are to be inspected uniformly or intensively or for specific violations.
 - 2. Content of Violation Notices. Violation notices authorized by this Chapter shall:

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- (a) Be in writing.
 - (b) Include a description of the real estate and/or project name sufficient for identification.
 - (c) Include a statement of the violation or violations.
 - (d) Include a correction order allowing a reasonable time to correct the violation and bring the property into compliance. If a Notice to Abate, the notice shall indicate that the City may obtain a court order to abate the violation if not brought into compliance, may charge the owner for the cost of abatement, and may place a lien against the property for said costs until paid.
 - (e) State that failure to comply with the Notice may result in further enforcement action which may include prosecution in administrative or circuit court to obtain fines and court costs and/or injunctive relief.
 - (f) Include a description of the right to appeal, as applicable.
3. Method of Service. A written notice shall be deemed to be properly served in one (1) of the following ways:
- (a) Delivered personally,
 - (b) Sent by first-class mail addressed to the last known address of the responsible person, or
 - (c) Any other method authorized for the service of process by court rule or State statute.
4. Posting. After issuing a written notice, the City may, but is not required to, post a copy of the written notice and/or a placard on the property.
5. Reasonable Entry. If needed, inspections inside a structure, building, dwelling, dwelling unit, or accessory building shall be made during reasonable hours. Entry without consent of an owner or an occupant shall require an order of the court as provided by State law.
- D. Penalties. The City may use any lawful remedy or enforcement powers against the owner or reasonable person for any violation of this Zoning Ordinance. Remedies may be pursued simultaneously or sequentially and the pursuit of one remedy does not foreclose the simultaneous or subsequent pursuit of other remedies. The remedies are cumulative, and the City shall have all power granted from time to time under all applicable federal, state, and local laws, rules, and regulations. Such remedies include, without limitation, one or more of the following:
- 1. Fines, Court Order. The City may bring and prosecute an action in administrative or circuit court to: (subparagraph) a). Obtain fines of from \$100.00 to \$750.00 dollars per violation per day, plus court costs; and/or b). enjoin the owner or responsible persons from continuing such violation, use, erection, construction, moving or alteration, which may include demolition, removal, or abatement of the violation; and/or c). comply with the requirements of this Code.
 - 2. Withhold Permit. The City may deny or withhold any and all permits or other forms of authorization from an applicant on any property where there is an uncorrected violation of a provision of this Code or of a condition or stipulation of approval for a permit or other authorization previously granted by the City. This enforcement provision shall apply regardless of whether the current owner or applicant is responsible for the violation in question.

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3. Permit Approved with Conditions. In addition to denying or withholding a permit or other authorization, the City may grant such permit or other authorization subject to the condition that the violation be corrected.
4. Revoke Permit. A permit or other form of authorization authorized under this Code may be revoked when the Zoning Administrator determines that: a) there is departure from the plans, specifications, or conditions required under the permit; b) the permit or other form of authorization was procured by false representation or was issued in error; or c) any of the provisions of this Code are being violated. Any permit or other authorization revoked under this procedure shall become null and void.
5. Cease and Desist Order. With or without revoking a permit, the Director of Community Development may issue a cease and desist order on any land, building or structure for which there is an uncorrected violation of a provision of this Code. The cease and desist order must be in writing and must state the work in violation that is to be stopped, the reasons for the stoppage, and the conditions under which the work may be resumed.
6. Declaration of Nuisance. A violation of this Chapter is a nuisance per se and the City may institute appropriate actions or court proceedings to correct or abate any violation of the provisions of this Chapter. If the owner or responsible person fails to abate a violation, the City may take action to abate the violation. The abatement may be performed by the City, by a contract vendor, or by other means determined by the City. The cost of such action, plus an administrative fee, shall be a personal debt of the owner, and may be assessed as a lien against the property until paid.
7. Performance Guarantee or Surety. If a performance guarantee or surety was previously required as a special condition by the Planning Commission, Zoning Board of Appeals, City Council, or Zoning Administrator, the City may seek forfeiture of the performance guarantee or surety.