FAIRVIEW LOCAL HISTORIC DISTRICT

BLOOMINGTON HISTORIC PRESERVATION COMMISSION

West Seventh Street Streetscape

BOOK OF GUIDELINES

City of Bloomington
Bloomington Historic Preservation Commission
P. O. Box 100

Guidelines

Prepared by the
Fairview Local Historic District Owners

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City of Bloomington
Bloomington Historic Preservation Commission
P. O. Box 100
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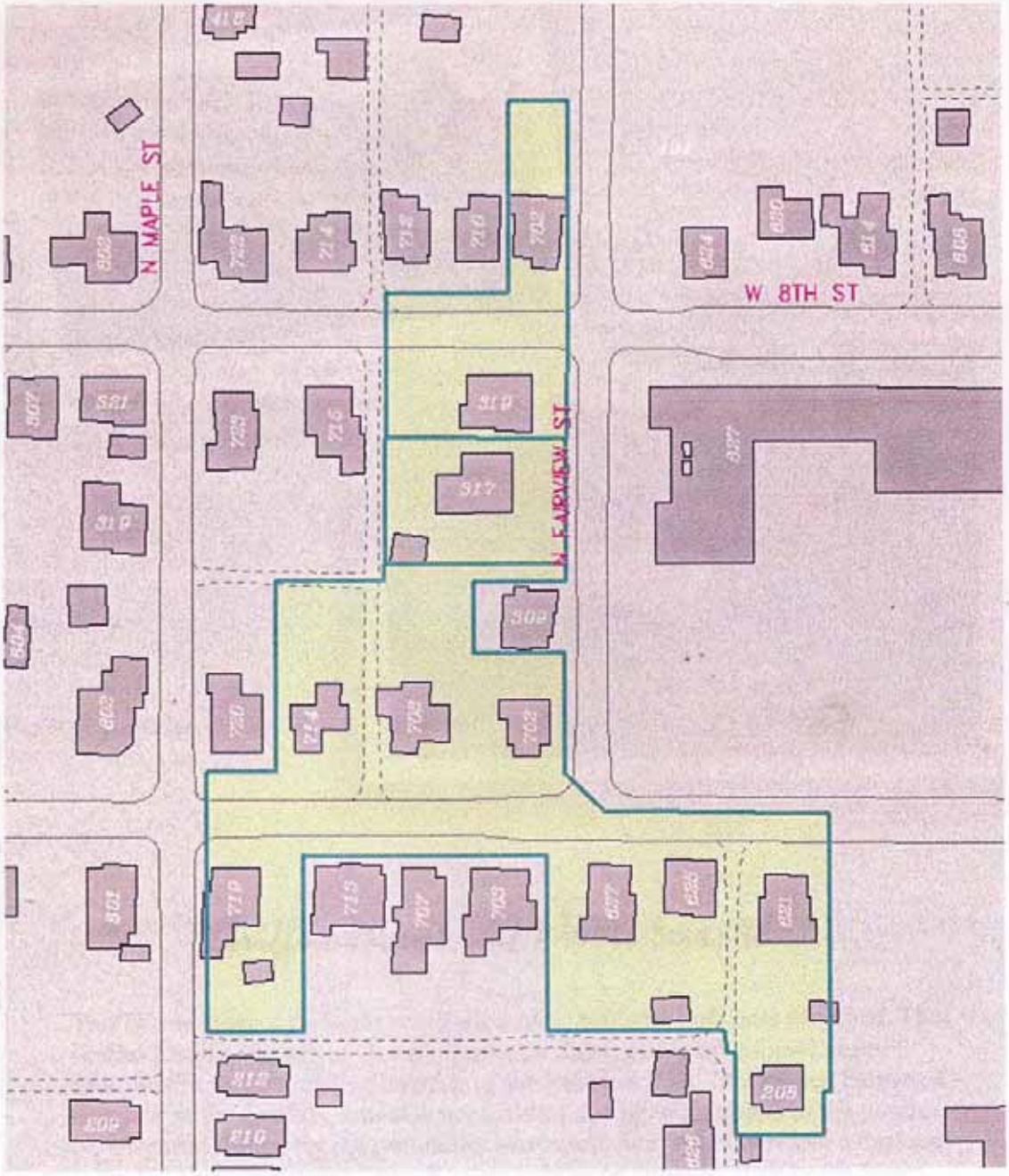
West Seventh Street Streetscape

The historical foundation of the Near West Side Neighborhood is diversity. From the very beginning, this neighborhood has been racially integrated. The neighborhood continues to this day to contain a rich mix of people with different backgrounds, ethnicities, educations, interests, economic levels and political views. We value and want to protect this rich mosaic. We also recognize and appreciate that our neighborhood is a living, growing, changing collective. We want to allow and encourage ecologically sound energy technologies. In recent years, the near west side has attracted many artists and creative people of all kinds. We want to ensure that the spirit-lifting joy of artistic expression and creativity continues to flourish in our neighborhood. We do not intend for these guidelines to inhibit that expression. While we understand that the purpose of an historic district is to preserve the architectural and historic fabric of a neighborhood and we support that purpose, we intend that the interpretation of these guidelines be flexible enough to encourage the presence of artists and their creations to be welcome in our neighborhood.



Fairview Historic District
1850-1930

CERTIFICATE OF APPROPRIATENESS

A COA is required for most exterior changes in a historic district. Here is an easy index, providing an overview of the most frequent exterior changes that require the Commission's review. While not exhaustive, the list provides quick answers to some of the most common questions about design review. Next to each item is a page number that will direct you to the appropriate discussion within the Guidelines.

CERTIFICATE OF APPROPRIATENESS REVIEW

The following information is required on an application to be considered for a COA:

A. New Construction
   1. Site plan indicating existing structures, driveways, major landscaping, and location of proposed new building(s)/ additions
   2. Photographs showing a view of the street with the building site and with adjacent properties
   3. Elevations of proposed new building
   4. Description or sample of materials to be used
   5. Any additional supporting materials necessary for the BHPC to make an informed decision

B. Modification of an existing structure and existing landscaping
   1. Photographs indicating existing condition
   2. Description or samples of materials to be used
   3. For a substantial rehabilitation, site plans, elevations, floor plans and additional supporting materials necessary for the BHPC to make an informed decision

C. Demolition
   1. Site plan indicating existing structures, driveways, major landscaping, and location of building or structure to be demolished
   2. Photographs showing a view from the street of the building to be demolished and adjacent properties
   3. Photographs or other evidence of the state of deterioration, disrepair, and structural stability of the structure to be demolished
   4. Full description of the intended use of the property after demolition and additional supporting materials necessary for the BHPC to make an informed decision
   5.Statement of alternatives to demolition that have been considered and reasons for their dismissal
   6. Information documenting hardship

Potential applicants should contact the City of Bloomington's Department of Neighborhood and Housing Development for an official application form and any additional information that may be needed. In many cases supporting documents can be prepared by the homeowner. Examples of supporting materials are available in the Department of Housing and Neighborhood Development.

GUIDELINES
FOR THE ENVIRONMENT

The environment is one of the most fragile aspects of any historic district. Its defining characteristics are composed of building setback, landscaping, fencing, parking areas and outbuildings. All elements combine to form the environment of a neighborhood. Careless development or alterations of any one of these characteristics will damage the overall cohesiveness of an historic neighborhood.

NEIGHBORHOOD CONTEXT

Appropriate

Retain and respect distinctive, character-defining features of the neighborhood or building site, such as tree plots, gardens, fences, benches, walkways, steps, streets, alleys, retaining walls, and building setbacks.

Inappropriate

Avoid changes in paving, lighting, fencing, and pedestrian or vehicular traffic flow that disrupt the relationship between buildings and their environment. Signage should not block or interrupt significant rhythms or architectural features. Do not introduce inappropriately placed or screened lots.

PLANTINGS

Appropriate

Preserve mature plantings and treat them with sensitivity unless they pose a threat to preservation of buildings or sites. Removal of mature trees shall be reviewed by the BHPC. A mature tree is a) a shade tree that is twelve inches in diameter or larger, b) an ornamental tree that is four inches in diameter or fifteen feet high, or c) an evergreen tree that is eight inches in diameter or fifteen feet high. Place new trees or shrubs so that they will not damage buildings through moisture retention, root invasion, and limb movement.

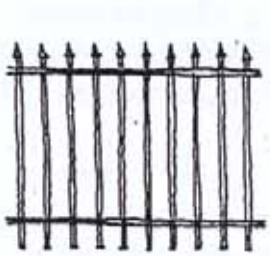
Inappropriate

Avoid removal of mature trees that contribute to the overall neighborhood canopy.

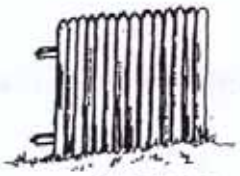
FENCES

Appropriate

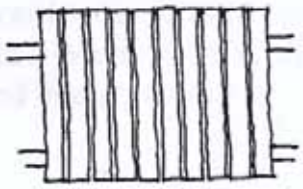
Back yard fences are appropriate to the Fairview Local Historic District. Acceptable designs include slat-style (vertical board), picket, lattice, or wrought iron. Less expensive designs such as woven wire and rabbit fencing are also acceptable. In Fairview, precedent has made stockade fences acceptable, particularly along rear and side lot lines, where they are least obtrusive. Fences must conform to setback requirements. The appropriateness of a new fence will be judged in part by its appearance from the street; in general it should begin no farther forward than a point midway between the front and rear facades of the house.



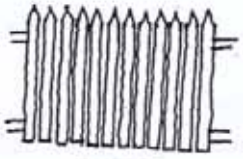
IRON



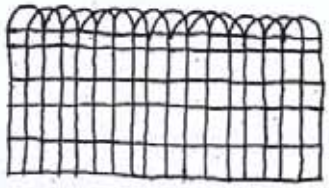
STOCKADE



VERTICAL BOARD



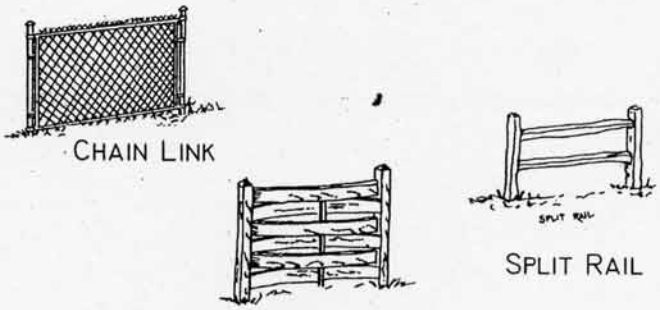
PICKET



WOVEN WIRE

Inappropriate

Chain link, basket-weave, louver, and split rail are inappropriate fence types for installation within the public view. Front yard fences are not generally characteristic of the Fairview Local Historic District and are discouraged.



PARKING

Appropriate

Construct parking lots in rear or side yard areas so as to maintain building, site, and neighborhood relationships. Where there is an issue of disability and access, a plan should be created in conjunction with the BHPC.

Inappropriate

Parking lots constructed in visually conspicuous areas are inappropriate.

LIGHTING

Appropriate

Appropriate exterior lighting is low intensity in nature and is directed to specific areas to minimize bleeding into surrounding space. However, where there is an issue of physical disability, a lighting plan should be developed with the help and guidance of the BHPC.

Inappropriate

Conspicuous, high-intensity overhead lights are inappropriate.

SERVICE AND MECHANICAL EQUIPMENT

Appropriate

Where feasible, locate service, mechanical, electrical, or technical equipment such as solar collectors, satellite dishes, central air conditioning equipment, or heat exchangers so that they are not visible from the street; screen them so they do not disrupt the integrity of the site or architecture.

Inappropriate

Avoid placement of service, mechanical, electrical, or technical equipment in obtrusive positions on roofs.

SWIMMING POOLS

Swimming pools should be constructed in the rear yard and located, landscaped, and screened so that they are not within public view. In-ground pools are preferable to above- ground pools. Take into consideration the possibility of damage to surrounding historic vegetation or outbuildings when determining the location of a swimming pool.

PATIOS AND TERRACES

Patios and terraces should be constructed in the rear or side yard. Appropriate materials include wood, limestone and brick. The photograph shows a patio design that received a COA from the Historic Commission.

OTHER LANDSCAPING ELEMENTS

Appropriate

Trellises are appropriate to the Fairview Local Historic District and are encouraged. Construct trellises of historically appropriate materials such as wood or metal.

Inappropriate

Brightly colored or sharply contrasting stones, tires, logs, or exposed railroad ties are inappropriate landscaping elements; alternate border controls should be explored. Do not construct trellises of plastic or similar historically inappropriate materials.

GUIDELINES FOR EXISTING BUILDINGS
BUILDING MATERIALS

Paint color and exterior finish materials give a building distinct texture, presentation and character. Alterations to buildings and structures should take into consideration the careful balance that is achieved through selection of building materials.

WOOD

Appropriate

Retain and restore original exterior wood siding materials (typically clapboard) through repair, cleaning, painting, and routine maintenance. If original architectural details and trim features are deteriorated beyond repair, they should be replaced with components of the same material and design.

Inappropriate

Avoid application of siding materials not consistent with the character or style of the building, or materials that were unavailable at the time the building was constructed.

FOR YOUR INFORMATION

Artificial sidings such as artificial stone or brick, asphalt shingle and brick, plywood, particle board, hard board and aluminum or vinyl siding have been documented to cause and cover up serious, costly and often irreparable damage to buildings. *(See also synthetic siding, page 29.)*

MASONRY

Appropriate

Maintain masonry by proper tuckpointing and appropriate cleaning. Tuckpoint mortar joints with mortar that duplicates the original in strength, composition, color, texture, joint size, method of application, and joint profile. Remove deteriorated mortar by hand raking or other means equally sensitive to the historic material. When cleaning is necessary, preserve original texture and color by using a gentle method such as low pressure water and natural bristle brushes.

Inappropriate

Do not use electric saws to remove mortar during tuckpointing; this method can damage surrounding masonry surfaces and change the joint size. Avoid unnecessary tuckpointing.

For Your Information

Do not tuckpoint masonry using a mortar of high Portland Cement content; this mortar often creates a bond stronger than the building material itself. Damage resulting from the differing porosity and expansion rates of the material and mortar can lead to expensive replacement of the masonry units, such as brick or stone block.

PAINT

Appropriate

Use period paint colors and color schemes appropriate to the building's architectural style. Consult the Bloomington Historic Preservation Commission for assistance in choosing colors related to the building's style yet consistent with personal preference.

Inappropriate

Avoid painting masonry surfaces such as limestone and most brick surfaces.

For Your Information

Historic buildings constructed of softer brick often were painted for protection; removal of intact paint may hasten deterioration of the exposed surface. A test patch should be tried before extensive paint removal is attempted.

STUCCO

Appropriate

Maintain stucco surfaces by gentle cleaning and repainting when needed. To repair damaged surfaces, use a stucco mixture which duplicates the original in composition, strength, and appearance.

WATERPROOFING

Inappropriate

Do not use waterproofing or water repellent coatings or surface consolidation treatments on masonry surfaces unless required in order to solve a specific problem that has been identified and studied.

For Your Information

Coatings are frequently unnecessary and expensive, and can accelerate masonry deterioration.

ABRASIVE CLEANING

Inappropriate

Avoid abrasive cleaning methods such as sandblasting on any exterior surface material. *See also Abrasive Cleaning, page 42-43.*

For Your Information:

High pressure water and sandblasting will remove the exterior protective layer of materials, changing the original texture and allowing the material to absorb water. Increased water absorption will accelerate the rate of deterioration of the material. *See also page 42.*

SYNTHETIC SIDING

Appropriate

Use metal or vinyl siding *only when it is the only feasible alternative* to maintaining or replacing the original surface material. If synthetic siding must be used over wood surfaces, it shall be the same size and style as the original wood. Retain original trim around windows, doors, cornices, gables, eaves and other architectural features. Provide ample ventilation to the structure in order to prevent increased deterioration of the structure due to moisture entrapment or insect infestation. (See also Synthetic Siding, pages 43-44.)

Inappropriate

Avoid any use of synthetic siding if at all possible; it is detrimental to the original structure and the historic character of the neighborhood.

SECURITY

Appropriate

If special security protection is desired, install interior window bars, grilles, or electronic systems.

Inappropriate

Do not install exterior bars or grilles on windows above the basement level.

ROOFS AND ROOFING

The roof is extremely important in defining the building's overall historical character. The roof's basic shape, size, color, material, and special features such as cresting, dormers, cupolas, and chimneys are part of the character and design of a building Because a watertight roof is essential to the preservation of the entire structure, protecting and repairing the roof as a cover are critical aspects of every rehabilitation project and building maintenance generally.

DESIGN AND STRUCTURAL ELEMENTS

Appropriate

Retain the roof's original shape, materials, architectural features, and detailing such as brackets, chimneys, cornices, cupolas, dormer windows, gable end shingles, and weather vanes. Maintain and repair as needed all decorative elements found on the gable ends of the roof. If these elements must be replaced, they should imitate original design patterns. Maintain flashing, valleys, and other water repellant devices to prevent water infiltration into the building envelope.

Inappropriate

Avoid removal or change of character-defining architectural features, materials, or detailing. Also avoid addition of incompatible materials or architectural features foreign to the original structure or building style.

ROOFING MATERIALS

Appropriate

Replace deteriorated roofing materials as required with new material that matches the old in style, color, texture, size, and composition. Unique and inherently durable materials such as slate, tile, and architectural metal should be preserved through spot repair and preventive maintenance. If possible, original types of roofing materials should be reinstalled consistent with the period and style of the building. Consult the BHPC for assistance in choosing appropriate replacement roofing material.

Inappropriate

Roofing materials such as roll roofing, plastic, or tarpaper are inappropriate permanent coverings.

GUTTERS AND DOWNSPOUTS

Appropriate

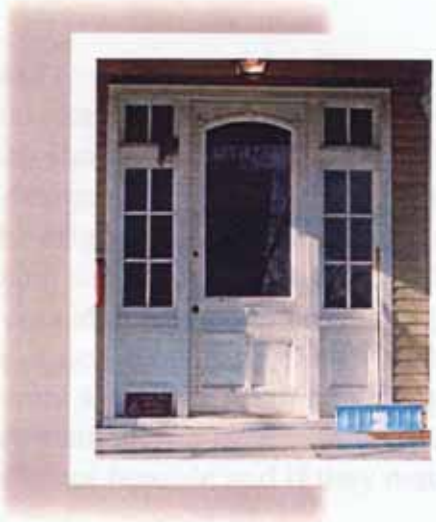
Rain gutters and downspouts help define the character of roof lines while serving to channel water away from the building. Distinctive designs and materials of gutters should be identified, preserved, and, when severely deteriorated, replaced. Half round gutters and round downspouts are often the most appropriate replacement.

Inappropriate

Avoid placing gutters or downspouts in a manner that covers architectural detail, windows, or doors unless other solutions are impossible.

WINDOWS AND DOORS

Windows or doors with unusual shapes, colors, or glazing patterns or that are of unusual material are character-defining features of a building. Because rehabilitation projects frequently include proposals to replace doors, window sashes, or even entire windows in the name of improved security, thermal efficiency, or new appearance, it is essential that the contribution of the doors and windows to the overall historic character of the building be assessed together with the physical condition before specific repair or replacement work is undertaken.



Appropriate

Original windows and doors and their characteristic elements including sashes, lintels, sills, shutters, transoms, pediments, molding, hardware, muntins, and decorative glass should be retained and repaired rather than replaced. If original windows and doors are deteriorated beyond repair, replacements should duplicate the original in size and scale. Design, material, color, and texture should be duplicated as faithfully as possible.

Inappropriate

If original windows, doors, and hardware can be restored and reused in place, they should not be replaced. Inappropriate treatments of windows and

doors include (a) creation of new window or door openings, (b) changes in the scale or proportion of existing openings, (c) introduction of inappropriate styles or materials such as vinyl or aluminum or insulated steel replacement doors, and (d) addition of cosmetic detailing that creates a style or appearance that the original building never exhibited.

STORM WINDOWS AND DOORS

Appropriate

Wood frame storm windows and doors painted to match or accent the trim are historically preferable to metal units. When metal storm windows and full view storm doors are determined to be appropriate, they should be painted, anodized, or coated in a color that complements the building design and color scheme. Blind stop installation helps retain the appearance of the original sash. Application of weather stripping, interior storms, or double glazing should be investigated before replacement of the historic windows or doors is considered. Repair of existing materials is usually less expensive than purchase of new materials. If new sashes and doors are used, the existing design and hardware should be retained. High quality, energy efficient replacement windows are available. These may be used if weatherizing or repair of the original windows is not feasible and if they match the original in size, design, and detail.

Inappropriate

Security storm doors containing highly decorative wrought iron insets are inappropriate.

For Your Information:

Energy conservation does not require the replacement of historic windows that can be made thermally efficient by historically and aesthetically acceptable means. In fact, an historic wooden window, coupled with a high quality storm of wood or aluminum, should thermally out-perform a new double-glazed metal window that does not have thermal breaks. This occurs because the wood has far better insulating value than the metal. In addition, most historic windows have high ratios of wood to glass, thus reducing the area of highest heat transfer. Investigate new technology that is compatible with historic design of windows and doors. Consult the Bloomington Historic Preservation Commission.

AWNINGS

Appropriate

When applying awnings to a structure, use canvas or similar compatible material.

Inappropriate

Avoid metal, fiberglass, or plastic awnings. In some cases, it is necessary to determine from evidence whether metal awnings would be the most historically accurate treatment.

SHUTTERS

Appropriate

When shutters are appropriate to the building style and supported by evidence of previous existence on the building in question, they should be proportioned so as to give the appearance of covering the window opening even though they may be fixed in place.

PORCHES AND DECKS

Porches are often the focus of historic buildings, particularly when they occur on primary elevations. Together with their functional and decorative features such as doors, steps, balustrades, pilasters, entablatures, and trim work, they can be extremely important in defining the overall historic character of a building. Their retention, protection, and repair always should be considered carefully when planning rehabilitation work.

DISTINCTIVE DESIGN AND STRUCTURAL ELEMENTS

Appropriate

Retain existing original porch features and details. Repair missing or deteriorated elements or replace them with elements that duplicate the originals in design and materials. Paint new porch work.

Inappropriate

It is inappropriate to alter details that help define the character and construction of the porch and the overall style and historical development of the building.

PRESERVATION OF PORCHES

Appropriate

If possible, preserve porches that contribute to the historical character of the property or have developed architectural or significance in their own right even if they are not original.

For Your Information

The most common porches in the Fairview Local Historic District are either Victorian porches with turned columns and spindles or later bungalow style porches with brick columns and limestone caps. Wrought iron is not a characteristic building material of historic porches locally.

Inappropriate

Avoid creating a false historical appearance by introducing porch elements that represent different construction periods, methods, or styles.

NEW CONSTRUCTION OR RECONSTRUCTION OF PORCHES

Appropriate

Reconstruct missing porches based on photographs, written documentation or existing physical evidence of their existence. Reconstructed porches must conform to present zoning setback requirements. In the absence of documented or physical evidence, reconstructed porches should be simple in design and ornamentation, following the guidelines for new construction.

Inappropriate

Enclosed front porches and decks that are visible from public view are inappropriate.

SERVICE BUILDINGS

Often the main structure on the site is not the only important structure. Other structures that are important to the interpretation of the history of the neighborhood include carriage houses, barns, service sheds, and garages. These elements of a site provide a vital link to the history and development of the service aspect of a residential or commercial building and should be taken into consideration when planning any work on the site such as additions to the main structure or construction of new service buildings or recreational elements.

BARNS AND SHEDS

Appropriate

Guidelines for the routine maintenance and preservation of main structures also apply for barns, service sheds, gazebos and similar structures.

Inappropriate

Avoid construction of pre-manufactured sheds and barns uncharacteristic of the surrounding neighborhood; however, they may be permitted if sufficiently screened from view.

GARAGES

Appropriate

Maintain original character-defining doors and windows if possible. When selecting the location of a new garage, take into consideration the historic orientation of the house and the impact of the new location on the environment of the neighborhood.

Inappropriate

Avoid removal of historic garages and other outbuildings.

OTHER STRUCTURES

Appropriate

Other structures such as barbecue pits, greenhouses, or pet kennels should be compatible with the historic character of the site and the neighborhood and be inconspicuous when viewed from the public right of way.

GUIDELINES FOR NEW CONSTRUCTION

New construction should harmonize with adjacent and neighborhood buildings in terms of height, scale, mass, and color. The materials, spatial rhythm, proportion, and color should also play an important role in design considerations. The height of new buildings or structures and the height to width proportion should be consistent with others in the block and in the immediate surrounding area.

BUILDING RHYTHMS

Appropriate

Incorporate into new construction the rhythms established by existing buildings. Consider the window-to-wall area or solid/void ratio, bay division, proportion of openings, entrance and porch projections, space between buildings, and site coverage.

Inappropriate

Avoid designs for new construction that ignore the rhythms of the existing environment and buildings.

BUILDING MATERIALS

Appropriate

Use materials on the exterior of new construction that are compatible with those existing on adjacent buildings in scale, type, texture, size, and color. Exterior finishes should harmonize with and complement existing finishes along the streetscape.

Inappropriate

Avoid use of inappropriate materials such as asphalt shingle, aluminum or vinyl sidings, cast stone, or artificial brick.

DESIGN CONSIDERATIONS

Appropriate

Additions should be compatible to the original building in height, scale, mass, proportion, and materials. Roof form and style should be similar to those found in the neighborhood. Design guidelines for new construction are applicable for additions.

For Your Information

It is desirable, when constructing an addition to an historic building, to retain as much of the existing building fabric as possible so that future removal of the addition could be achieved without significant damage to the original structure

Inappropriate

Avoid additions that add new dimensions or radically change the original scale and architectural character of a building.

Appropriate

Contemporary design and architectural expression in new construction which follow the preceding guidelines are appropriate and strongly encouraged.

Inappropriate

Do not seek to reproduce historic styles with the intent of creating a false impression of the building's age.

This new construction of an artist's studio was approved by the historic commission in 2000.

OTHER IMPORTANT INFORMATION FOR MAINTAINING HISTORIC BUILDINGS

DEMOLITION

The purpose of designating historic districts is to preserve and protect buildings that significantly represent the historical and architectural development of Bloomington. Historic district designation also provides the City and any interested persons or organizations the opportunity to preserve these buildings.

With historic preservation as the primary goal of local designation, *demolition of buildings is highly inappropriate.*

Once a structure has been demolished, it is often a long period of time before any infill structure is put in its place; it may never occur. The gap in the street scape that exists after an historic building has been demolished will have a long term and negative effect on the neighborhood as a whole. This negative influence could grow and cause property values to decline and further demolition to occur. Respectful rehabilitation rather than demolition is almost always better for the neighborhood.

ABRASIVE CLEANING

Abrasive cleaning methods (such as high pressure water or sandblasting) usually are selected as a quick means of removing years of dirt accumulation, unsightly stains, or deteriorating finishes such as stucco or paint. High pressure sand, grit, or water blasting methods clean by eroding dirt or paint, but at the same time they erode the protective surface of the building material. If the material is brick or wood, abrasive cleaning removes the hard protective outer surface and exposes the soft inner core to rapid weathering and deterioration.

Abrasive cleaning can destroy or substantially diminish decorative detailing such as molded brickwork or terra cotta or ornamental carving on wood or stone. It can eliminate surface textures and evidence of historic craft techniques such as tool dressing. Perfectly sound mortar joints can be worn away by abrasive techniques, leading to a need for extensive tuckpointing. The resulting erosion

and pitting of building materials reveals a greater surface area for the collection of dirt and pollutants and in effect creates the need for more frequent cleaning in the future.

It is a misconception that all historic masonry buildings were initially unpainted. Actually, many mid-19th century brick buildings were painted immediately or soon after completion to protect poor quality brick or to imitate another material such as stone. Sometimes masonry was painted to produce what was considered a more harmonious relationship between a building and its natural surroundings. Therefore, unless stains, graffiti, or dirt and pollution deposits actually threaten the building fabric, it is generally preferable to do as little cleaning as possible and to repaint only when necessary.

Efficient removal of dirt, stains, and unsound paint from historic building surfaces can be achieved by means that are sensitive to the materials involved. The gentlest is to use an overall low pressure water wash while scrubbing areas of more persistent grime with a natural bristle brush. A commercially available chemical cleaner also can be employed if a trial test patch shows the agent is effective and does not have unwanted side effects on the building material.

Historic building materials are neither indestructible nor renewable. They must be treated in a sensitive and responsible manner involving little or no harsh cleaning at all if they are to be safely preserved for future use and enjoyment. An historic building need not look as if it were newly constructed to be an attractive or successful restoration or rehabilitation project. Only if it is in the best interest of the building should extensive cleaning be undertaken, and then using only the gentlest means possible.

SYNTHETIC SIDING

Aluminum, vinyl and other synthetic sidings frequently are considered as options to maintaining a structure's original historic appearance and material. Generally these synthetic sidings are applied to those buildings in need of maintenance and repair in the name of "home improvement." It is often implied

that the new siding will be a long-lasting, economic, energy-saving, maintenance-free alternative to the original wood, brick, or stone.

Contrary to popular belief, vinyl, and aluminum will fade, weather, and eventually require regular painting to maintain their appearance. Furthermore the Federal Trade Commission has determined that even when insulated aluminum is correctly installed there is little or no energy savings. When applied to historic buildings, synthetic sidings are inappropriate and actually no less expensive than other maintenance alternatives. Sidings essentially are used as a quick cosmetic cover-up. However, when concealed and uncorrected, minor problems can progress to the point where expensive, major repairs to the structure are necessary.

Aluminum and vinyl form a vapor barrier that prevents the normal passage of humidity from the inside of a building to the outside. Trapped between the interior wall and the siding, this water vapor condenses, encouraging rot to begin in the original wood. Further complications arise when run-off water from damaged or clogged guttering, poor flashing, leaking roofs, is channeled directly into the space behind the siding. Such excessive moisture allows rot to progress at an accelerated rate, causing damage to structural members and failure of interior wall finishes. Damage from insect attack can proceed unseen behind the siding.

Most historic buildings suffer a severe loss of character and architectural integrity when important design elements and ornamental moldings are hidden behind a layer of synthetic siding. A flat, monotone appearance results with the loss of texture, color variation, projecting moldings and trim work. Brick and stone surfaces may be irreparably damaged and wood siding will split when furring strips that support the siding are nailed to the structure.

SAFETY AND ACCESS: OBSERVING SAFETY CODES AND THE AMERICANS WITH DISABILITIES ACT

The BHPC will work with residents in the design of historic building entrance ways that meet special needs, are adapted to local safety codes, or respond to the requirements of the Americans with Disabilities Act. By working together, a common solution can be developed that benefits all: taking into consideration the condition of disability and the owner's desires, as well as protecting the historical integrity of the structure.

When developing a project for handicapped access, consult the specific sections of these guidelines for the areas that will be affected. Develop a plan and consult with the Bloomington BHPC before submitting a formal application for the Committee's consideration.

If auxiliary entrances must be added, if at all possible, they should be placed so that they are not visible from the street. Even when these entrances are located at the rear or the side of a structure, the new access should be in character with the rest of the building in materials and design. Ramps and modern mechanical devices, such as wheelchair lifts, should be screened with landscaping wherever possible. New exterior stairways and fire escapes to second floor living spaces should be parallel to the exterior of the building or broken by landings that fold the stairwell close to the structure.

New staircases, fire escapes, or ramps should not disrupt the facade or cover important architectural features, such as a principal entrance stair. Unpainted, pressure-treated lumber should not be used.

PROCEDURES FOR REVIEW AND ENFORCEMENT OF GUIDELINES

A. Procedures for Changing the Guidelines

1. If changes are desired in the Guidelines, they shall be drafted by the FHD.

2. The neighborhood organization shall report its findings to the Commission.

3. All property owners in the District shall be notified of the proposed changes in the Guidelines. They will be given copies of the proposed new Guidelines and notice of the time and place of the public hearing on the proposal.

4. The neighborhood organization shall provide a system whereby all property owners have the opportunity to cast a vote on the proposal.

5. If two-third's of the property owners listed on deeds vote to approve the changes, the new guidelines are forwarded to the Commission for ratification.

B. Procedures for Enforcing the Guidelines

Enforcement of these guidelines for the Fairview HD is made possible in the zoning code of the City of Bloomington, Ordinance No. 8.16.020.