

PRESERVATION GUIDELINES



426/428 West Park Drive
Huntington, Indiana

PREPARATION OF BUBBLES



PREPARED BY: [Illegible]
 DATE: [Illegible]

EXHIBIT A

PRESERVATION GUIDELINES

SINGLE-SITE HISTORIC DISTRICT
426/428 WEST PARK DRIVE, HUNTINGTON, INDIANA

PURPOSE AND USE

The purpose of the following Preservation Guidelines is to establish a standard of appropriate physical design to improve and maintain a certain quality of a given single-site historic district. The Huntington Historic Review Board realizes that these guidelines cannot cover every situation but will make every effort to work with you, the property owner, in achieving the desired goals while also preserving the historic integrity of this Single-Site Historic District. As the property owner of the house located at 426/428 West Park Drive, you must apply for a Certificate of Appropriateness (COA) and the Huntington Historic Review Board must approve and issue the COA **before the Building Department issues a building permit, or any work begins** on any of the following changes to the property:

demolition, moving, additions, new construction, reconstruction, alteration, color change or any conspicuous change in the exterior appearance of the existing building, including windows, doors and all exterior features, walls or fences.

All work to the house at 426/428 West Park Drive should conform to *The Secretary of the Interior's Standards for Rehabilitation*. When considering a rehabilitation project, or any work to your property, consult the Historic Review Board staff first for free advice on proper methods and materials, answers to your "how to" questions and ways to save you money.

TIPS FOR WORKING WITH THE HUNTINGTON HISTORIC REVIEW BOARD:

- (1) **Plan ahead, call ahead.** Meetings of the Huntington Historic Review Board are on the fourth Wednesday of the month at 5:00 p.m. (subject to change).
- (2) **While you are going through the process, ask for technical information.** Ask for information on topics like appropriate lighting, fences, or paint colors. Request a copy of the survey form on your house.
- (3) **Use the process to your advantage.** If you have a tricky problem, ask for a site visit from staff or the Review Board members. Not sure what paint color combinations to use? Ask for help.
- (4) **Don't be afraid to ask for what you want.** If you want to do something that is slightly outside the preservation guidelines, make a case for it. You can always negotiate.
- (5) **List possible future work in your application to get it all approved at the same time.** At the meeting: you can request (in advance) to be first on the agenda; say what you want to at the meeting, this is your chance to speak; If you don't feel comfortable speaking at a public meeting, bring someone with you who does.

To apply for a Certificate of Appropriateness or if there are any questions regarding these Guidelines or about work you wish to do to your building contact:

THE HUNTINGTON HISTORIC REVIEW BOARD

County Courthouse, Room 208

Huntington, IN 46750

Telephone: 219/358-4836

Fax: 219/358-4823

E-mail: Cadoret@Huntington.in.us

CHARACTER-DEFINING FEATURES

Character-defining features of the house located at 426/428 West Park Drive are elements which stand out and are important to the overall design of the structure and site. These include painted brick masonry; early twentieth century unpainted front porch; one-over-one double-hung sash windows; symmetrical front facade with central entrance including sidelights and transom; and, at the rear, slate roof, decorative roof rafters, porch columns, and brackets.

ENVIRONMENT

If considering planters, walls or fences, choose traditional materials and a design which is low in height and of an appropriate scale in relation to the house. Confine any parking areas to the street or at the rear of the building. Retain existing brick sidewalks along the front and rear of the property. Keep exterior lighting around the building low in intensity and designed to highlight exterior features. If historic landscape materials are present, retain and maintain them. Replace them in kind when necessary. Maintain existing trees whenever possible. Avoid radically changing the grade level of a site and place landscaping elements a sufficient distance from the foundation to avoid potential water damage.

EXISTING STRUCTURES

A. Building Materials

All attempts shall be made to retain exterior building materials. Deterioration of original wood and stone and brick masonry materials shall be prevented through repair, cleaning and painting. Building materials that are deteriorated beyond repair and preservation shall be replaced with similar or like materials duplicating the original in design and style.

The original architectural detail including decorative roof rafters, brackets, stone and woods lintels and sills, front entrance, rear porch, and slate roof shall be preserved or replaced by replicas of the same design and materials when deteriorated beyond repair.

The brick masonry of the building shall be maintained, tuckpointed and properly cleaned when necessary. Mortar joints shall be repointed only when there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint. Original mortar shall be duplicated in composition, color, texture, joint size and method of application and joint profile. Masonry shall be cleaned only when necessary to halt deterioration or to remove stains and shall be done with the gentlest method possible, such as low pressure water and soft bristle brushes. Abrasive cleaning methods (sandblasting), tools, and equipment can cause irreversible damage and shall not be used.

B. Paint Colors

Although paint colors are reversible and have no permanent effect and have usually changed many times throughout the history of a building, it is important in defining certain architectural styles and their elements. A paint palette of appropriate and pre-approved colors is available to the property owner for the house located at 426/428 West Park Drive. The palette consists of various colors and groupings and is developed to assist you in

choosing appropriate colors. When applying for a Certificate of Appropriateness, the palette will assist you to choose a color scheme that has already been approved by the Historic Review Board. Repaint with colors commonly in use at the time the building was constructed. Masonry surfaces which have remained unpainted, including the front porch, shall not be painted.

C. Roof, Roofing, and Gutters

The original low-pitch, side-gabled roof shape on the original portion of the house shall be retained. In addition, the gable and hipped shaped roofs at the rear shall be retained. Architectural features that give the roof its essential character, such as its fascia, shall be retained. Nothing shall be done to change the essential character of the roof by adding architectural features or roofing materials inappropriate to the style of the building. The roof shall not be stripped of architectural features important to its character. If skylights are to be added, they should be added only to roof slopes that are not visible from public streets or alleys. They should be flat and their placement should be compatible with other windows of the building. Gutters with a half-round profile are more appropriate for historic structures than the K-style profile. Plain round or rectangular downspouts are more appropriate for historic buildings than corrugated ones.

D. Windows and Doors

The windows and exterior doors, including sash, transoms, lintels, sills, and hardware shall be retained or replaced with replicas of the same design. If new sash and doors must be used they shall replicate the original design and materials and should retain the original hardware. Original windows and doors should not be discarded when they can be restored and re-used in place. New window or door openings that would alter the scale and proportion of the building as viewed from the street shall not be introduced. Shutters and awnings shall be installed only if they were used historically and should match the height, width, and shape of window openings.

E. Porches and Entrances

The front porch is a later early twentieth century design featuring a shallow-pitched hipped roof, unpainted brick masonry with square columns and knee walls, and concrete steps and floor. The original porch design was likely of wood construction. Any new porch design should be based on available documentation identifying materials and dimensions compatible with the property's architectural style and time period. Porches were meant to be open exterior spaces. Enclosing them is a radical change and should not occur on the front facade. Any changes or additions to historic porches should be reversible without damaging historic materials. The entrance including sidelights and transom shall be retained or replaced with replicas of the same design and materials when deteriorated beyond repair.

F. Utilities and Mechanical Systems

Required mechanical systems should be placed in areas that will result in not changing the appearance of the building. Early mechanical systems, including plumbing and early lighting systems should be utilized whenever possible. Holes should not be cut through walls in areas that can be seen from the street to accommodate an air conditioner or other mechanical equipment. Dumpsters should be located at the rear of the building or

on inconspicuous sides of the building. Window air conditioners, satellite dishes and antennas should be minimal in size and installed on rear or secondary walls, rather than the front facade.

II. NEW CONSTRUCTION

A. Height and Proportion

The height and proportion of an addition to the original building or separate building constructed on the site should be compatible with the original in regard to facade proportion and window patterns; size, shape and proportions of entrances and porch projections; and roof forms. Additions that would add height not originally intended or change the scale and architectural character of the original building should not be constructed.

B. Building Materials

Exterior materials used in additions or other new construction should be compatible in scale, texture, color and other visual characteristics with the building materials used in the original building.

C. Compatibility of Exterior Design

Additions and new structures constructed on the site should be designed to be harmonious in style but visually different from the existing building. Contemporary designs that take into consideration the surrounding site, building materials, height and proportion of existing buildings (as described above) are encouraged. The style of additions and new construction will develop as a result of implementation of the aforementioned criteria.

PRESERVATION OBJECTIVE:

The subject structure, exterior features of the site, and architectural and historic character thereof shall be preserved as a significant resource of Huntington and Huntington County according to the standards set forth above. The house located at 426/428 West Park Drive is identified and designated as a Huntington Single-Site Historic District.