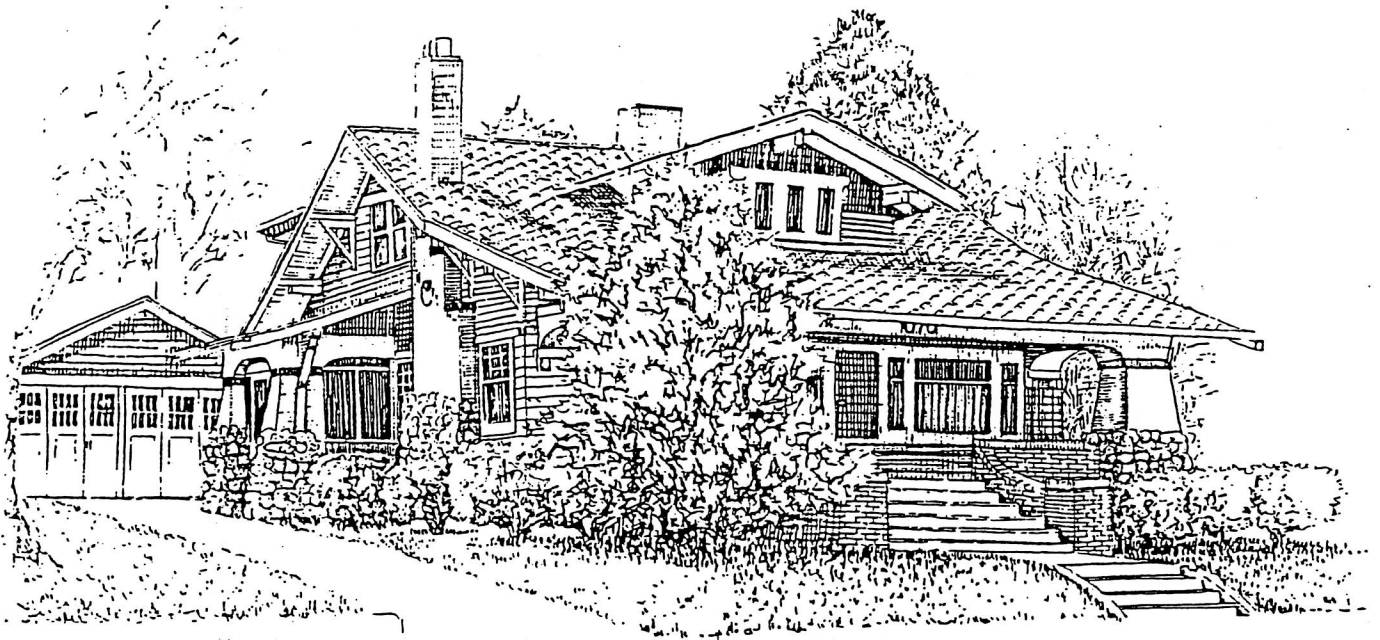


PRESERVATION GUIDELINES



FRANK AND CATHERINE BOOK HOUSE

1070 Warren Street
Huntington, Indiana

EXHIBIT B

PRESERVATION GUIDELINES

FRANK AND CATHERINE BOOK HOUSE SINGLE-SITE HISTORIC DISTRICT
1070 WARREN STREET, 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 the you, the property owner, in achieving the desired goals while also preserving the historic integrity of the Frank and Catherine Book House Single-Site Historic District.

As the property owner of the Frank and Catherine Book House, 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 Frank and Catherine Book House 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.

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

Huntington Countywide Department of Community Development
County Courthouse, Room 208
Huntington, Indiana 46750
Telephone: 219-358-4836
Fax: 219-358-4823

CHARACTER-DEFINING FEATURES

Character-defining features of the Frank and Catherine Book House are elements which stand out and are important to the overall design of the structure and site. These include the broad (low-pitched), sloping roof and large gable dormer; expansive open porch at front and small side porch; casement and double-hung windows; and varied use and mixture of materials including wide lap, rustic cedar siding, shingle siding, brick, stucco, and native field stone.

ENVIRONMENT

A. Plantings

Preserve mature plantings and treat with sensitivity whenever possible, unless they pose a potential threat to the preservation of the house. If possible, an attempt should be made to create a landscape plan which is appropriate to the period of the house.

Appropriateness of new plantings should be based on the size at maturity at a particular location.

B. Site

Confine any parking areas to the driveway at the southeast and behind the house. Keep exterior lighting around the front of the house low in intensity and designed to highlight exterior features. If considering fences, choose a slat, picket, or lattice design and keep the height under 40" in the front yard and conform to current setback requirements. The raised lawn with integral steps and sidewalk shall be retained.

EXISTING STRUCTURES

A. Building Materials

All attempts shall be made to retain exterior building materials. Deterioration of original wood 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 around windows, porches, doors and eaves shall be preserved or replaced by replicas of the same design and materials when deteriorated beyond repair.

The field stone and 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. The foundation 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. Do not paint the brick or field stone surfaces unless they were originally painted.

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 Frank and Catherine Book House. 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. Consider using different shades of the same color when variation in color is desired however there is a danger of the color scheme becoming too busy.

C. Roof and Roofing

The original roof shape shall be retained. Architectural features that give the roof its essential character, such as its shape, fascia, exposed rafter ends and beams, and knee braces 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.

D. Windows and Doors

The windows and exterior doors, including sash, lintels, sills, pediments, 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.

E. Entrances, Porches, and Steps

The open porch at the front and enclosed side porch, including battered piers and brick knee and side walls, shall be retained or, when deteriorated beyond repair, replaced with materials replicating the same design and dimensions.

F. 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.

G. Accessory Buildings

Preserve and maintain the existing detached, embankment garage as an important historic resource. Retain the existing byfold garage doors or replace with doors similar in character and design. Locate new accessory buildings in the rear yards and design so that materials and proportions are compatible with the existing house and landscape features.

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 or new buildings that would add height 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 buildings constructed on the site should be designed to be harmonious in style but visually different from the existing buildings. 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.

ROUTINE MAINTENANCE

Every effort shall be made to keep the house, garage structure and grounds in a safe, neat and well-maintained condition. Normal measures of routine maintenance should be undertaken in order to ensure the preservation of the property.

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 Frank and Catherine Book House is identified and designated as a Huntington Single-Site Historic District.