

The North Saint Joseph Local Historic District was established in 1998.

**PUBLISHED BY  
THE HISTORIC PRESERVATION COMMISSION OF  
SOUTH BEND & ST. JOSEPH COUNTY (2003)**

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## **ACKNOWLEDGMENTS**

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The North St. Joseph Street Historic District was conceived by the Near North West Neighborhood Inc. in cooperation with Memorial Properties, the real estate division of Memorial Hospital. Application for designation of the district was assisted by a District Steering Committee – Julia DesLauriers, Linda Fritschner, and William Hostetler – who aided in original development of the guidelines.

Historic Preservation Commission members at the time the district received historic designation were: John Oxian, president; Catherine Hostetler, Vice President; Gerald Ujdak, Secretary; Gerald Wiener, Treasurer; Joann Sporleder, Architectural Historian; Martha Coitz, and Richard Helmus.

Much of the text in this publication regarding history and architectural styles has been adapted from the 1993 edition of the *South Bend Summary Report for the Indiana Historic Sites and Structures Inventory*. Many photographs are also drawn from the work on this publication. Much credit for these facets of the guidelines goes to Fred Holycross, editor of the Summary Report, and the many assistants and interns who contributed to its compilation.

The map of the North Saint Joseph Street Local Historic District and its boundaries was provided by the staff of the Area Plan Commission of St. Joseph County.

Most technical illustrations have been excerpted from the *Preservation Briefs* series published by the Preservation Assistance Division of the National Parks Service, U.S. Department of the Interior. Some technical illustrations are from the 1978 publication by the Preservation League of New York, *A Primer: Preservation for the Property Owner*.

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Dear North Saint Joseph Street District Resident,

You are reading a digital re-printing of the North Saint Joseph Street Local Historic District Guidebook, which was most recently published in 1988. At that time, the Historic Preservation Commission office did not have the equipment necessary to digitally store or reproduce an entire booklet. Therefore, only parts of the text and some of the drawings were saved in a form that allowed for direct reprinting. The rest has been reconstructed, and several technical and typographical corrections have been made, though the substance of the book is unchanged.

With this digital reproduction, future reprinting will be much less costly. Additionally, we will be able to make substantive revisions, when and if requested by the Neighborhood Association, with greater speed and economy than was previously possible.

We also expect (hopefully by midsummer, 2003) to make this booklet available in its entirety on our website, so that those of you needing additional copies, or wishing to transmit information to prospective buyers, landscape artists, housepainters, and other friends, can point them to our e-address, or download additional copies yourself.

North Saint Joseph Street Local Historic District is a lovely place, and all of the members of the Historic Preservation Commission, and I as director, greatly enjoy working with all of you. We especially appreciate the environmental sensitivity that causes your neighborhood to continue to place a high value on your connection to the city park and historic greenway system. Please do not hesitate to call on me, or any of the HPC members, whenever we may be of assistance, or when there is information we may be able to provide.

*Yours,*



Karen R. Hammond-Nash, *Director*

HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND & ST. JOSEPH COUNTY  
*June 2003*

## *The District and Its Properties*

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### HISTORY

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The North St. Joseph Street area was immediately outside of the plat of the original town of South Bend. Throughout the Nineteenth Century it remained as undeveloped land marked by a steep hillside overlooking the bottomland where the failed Kankakee Mill Race emptied into the the St. Joseph River. Into the 1870s this vicinity was occupied by only a few agricultural buildings. During this and the following decade, houses, businesses and the Turners Hall were constructed along Michigan Street at this distance from the city. After 1885, Christian Soens operated a brick mill and drying yards located in the lowland which began at what was to become St. Joseph Street.

As late as 1898 no streets extended more than a half block east of Michigan Street in the area. In 1903, Bartlett Street was extended to establish the south boundary of Leeper Park, and houses in this district began to be built in 1904.

St. Joseph Street was first platted in this part of the city as the east boundary of the Rockstroh Brothers' Second Addition in 1899. The east side of the street was then established as building lots in Hammond & Whitcomb's Addition platted in 1903. Seth Hammond (1860-1939) and Leslie Whitcomb (1836-1927) were two of South Bend's most important real estate developers in the early Twentieth Century. Hammond was the son of area pioneers who made his living from farming as well as real estate speculation and development. Whitcomb was the developer of hundreds of homes in the area and platted numerous subdivisions on his own and with others including (Mayor) Fred Keller. he also was involved in financing home sales as Secretary of the Workingman's Building & Loan Association, an organization responsible for advancing millions of dollars in mortgage monies to local citizens.

City directories for 1904 reveal that houses sprang up quickly on Navarre Street and the east side of St. Joseph Street soon after platting. It is clear from the bird's-eye views from the Late Nineteenth Century that considerable landfill was required to raise the level of the bottomland sufficiently to allow construction and habitation. By 1912 the neighborhood between St. Joseph Street and Marion Boulevard (now Riverside Drive) was nearly half built-out, with 39 houses having been constructed. In 1917 the length of St. Joseph Street platted by Hammond & Whitcomb was essentially complete. As it stands today, Hammond & Whitcomb constructed many of the houses themselves.



From the beginning, the neighborhood was predominantly middle-class. By the teens almost 80% of the residents were professionals, business owners, or held white collar positions of various kinds. The neighborhood was located within easy walking distance to the streetcar line on Michigan Street, providing transportation to work and shopping opportunities of downtown before automobiles came into common usage. The area continued as a middle-class enclave up until the Second World War.

An unusual number of the residents of North St. Joseph Street were construction professionals. Most notable among these was Christian Soens who had owned and operated the brickyard which occupied the area before its residential development. Soens was also a contractor for construction of the City's sewer system. George Hoffman, who lived at 516 North St. Joseph Street was a notable General Contractor. Trained as a carpenter, he later had interest in the Standard Cement Brick Company of South Bend. Around the time that he built his house he had a standing crew of 65 workers engaged in construction at the Studebaker plant. The house at 609 N. St. Joseph was presumably constructed by its first owner and occupant, Andrew Jorgensen. Mr. Jorgensen was a mason by trade.

Other residents of these blocks included a dentist, a dairy superintendent, a lieutenant fireman, a clothing merchant, and a music teacher on the faculty of

the University of Notre Dame. The house at 610 St. Joseph Street was originally used as a parsonage for the United Brethren Church. A grocer maintained a small store which is now gone adjacent to his residence at 202 East Hammond Court.

The neighborhood was not exclusively middle-class however. Working class residents during the neighborhoods first generation included a dyer for M.W. Manufacturing Company, a janitor, and a single woman who worked for the South Bend Watch Company. Four of the houses appear to have been employed as rental properties from their time of construction (including the parsonage which was in fact owned by Seth Hammond himself).



LESLIE G. WHITCOMB

Tired of telling your landlord stern  
That the roof leaks and the stoves won't burn?  
Ah, then from Leslie seek a loan  
And get a roof that's all your own.

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# BUILDING TYPES & STYLES

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## Types

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### AMERICAN FOURSQUARE

The preeminent post-Victorian house type during the first half of the Twentieth Century, the Foursquare's simplicity and practicality made it ideal for economical construction and maintenance. Two stories in height, with a square ground plan, this design encloses the most volume with the least material within the rectangular framework implied by balloon frame construction. Capped with a gabled or hipped roof, many have one or more dormers which, along with porch variations, allow great latitude in the stylistic decoration of the house. Foursquares may be commonly found with Queen Anne, Colonial Revival, and Craftsman features.



### BUNGALOW

Characterized as a low house surrounded by porches, the Bungalow was adapted by the British in India, finding its first surge of American popularity in California during the first decades of the Twentieth Century. Single storied, often with dormered attics these houses feature low pitched roofs with wide unenclosed eave overhangs, exposed roof rafters, and either partial or full width porches. The Bungalow was championed by Gustave Stickley in his magazine, *The Craftsman*. Most bungalows were built in the Craftsman style, although many are also decorated with Colonial Revival and Prairie influences. Influenced by the English Arts and Crafts Movement, the Craftsman Style employed a more rustic appearance which sought to ennoble both the construction worker and the occupant through use of artistic materials and details. Emphasis was placed on the honest and naturalistic use of materials such as unpainted wood and fieldstone. Typical details include; simple geometric brackets, wood shingle siding, tapered square columns of wood or masonry, and posts raised on pedestals which often extend to the ground.

# Styles

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## **FREE CLASSIC**

Also called "Queen Anne," this style employed an informal blend of Eighteenth Century English and medieval architecture. The most popularly known Queen Anne feature is the corner tower or turret. However, often applied to a simpler box form, the style conferred character by applying irregular roof shapes and door and window placement and characteristic details such as oval windows, classical

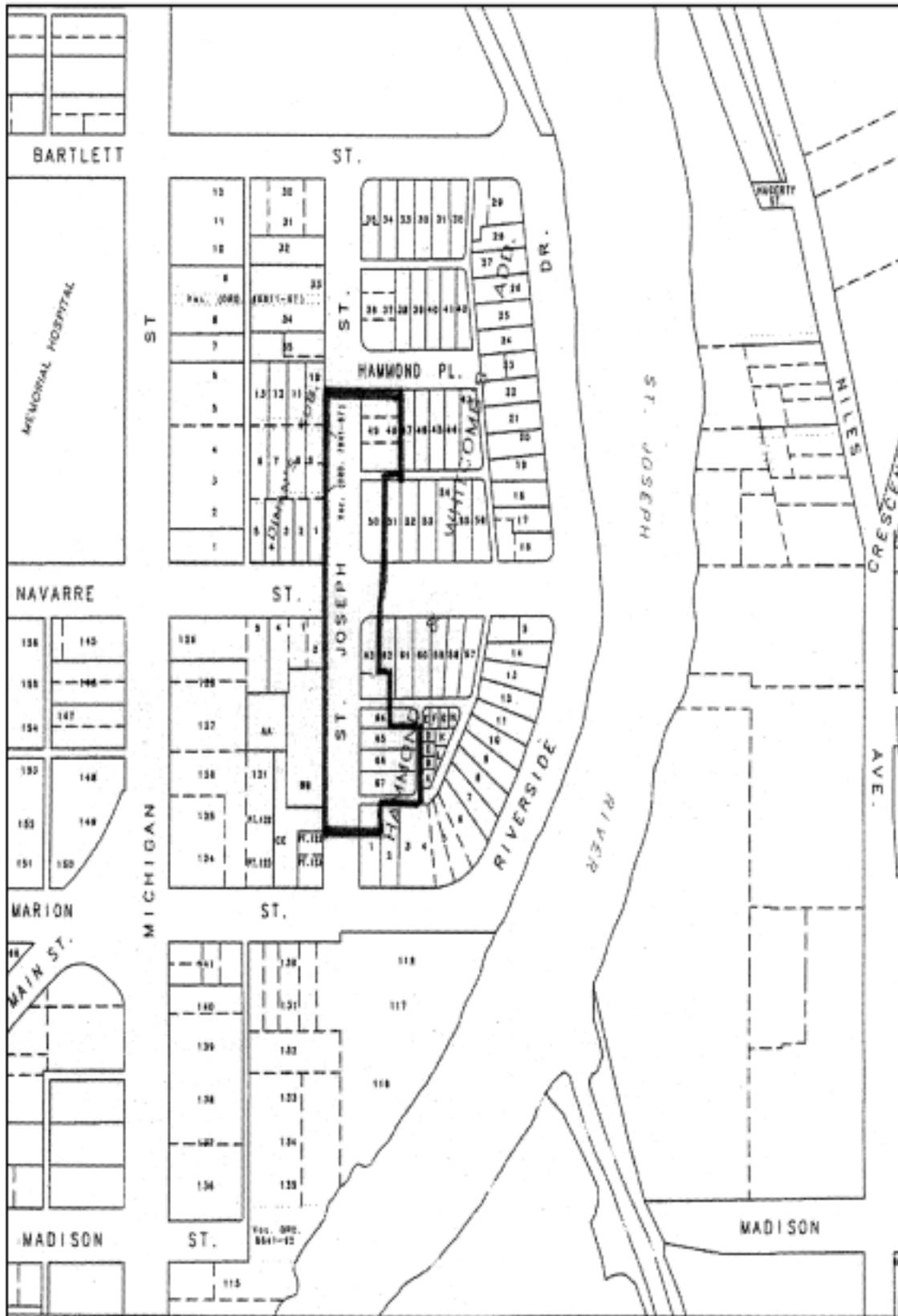
columns and eaves which return around corners. This style was popular from the mid 1880s until about 1910.

## **CROSS GABLE**

From 1830 to 1850, the Greek Revival movement was a dominant theme in American architecture. One feature of that style was the gable-front house, which echoed the pedimented front façade of Greek temples and public buildings. A derivative of that style was a square house, with a gable facing each of the four sides of the house. These houses have small eave overhangs, wide bands of cornice trim below the eaves, and boxed eaves, all of which are also Greek Revival features. The pitch of the roof is steeper than in any other Greek Revival style.







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# RESIDENCES

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**202 Hammond Court (non-contributing)**  
**Also known as 620 N. St. Joseph Street**  
*American Foursquare*

Originally constructed in 1910 by Hammond & Whitcomb, the house was sold to Frank and Anna Archer who constructed a small grocery on half of its lot. After Frank's death, Anna worked as a cashier for Borden's Furnace Ice Cream Company\*. Later occupants included employees of Burroughs Adding Machine Company and Bendix.

*\*Historical Note: In the early days of mechanical refrigeration, all devices used in temperature manipulation were called furnaces.*



**201 East Navarre Street (Contributing)**  
**Also known as 620 N. St. Joseph Street**  
*American Foursquare with Free Classic Styling*

Built in 1905 by Seth Hammond & Leslie Whitcomb in collaboration with Elihue Mendenhall as a real estate venture. Mr. Hammond rented the house to Jacob and Phillipina Ackerman in 1906, eventually selling it to them in 1911. Mr. Ackerman was a dyer at M.W. Manufacturing Company.



**202 East Navarre Street (contributing)**  
*Free Classic or Queen Anne*

Built in 1904 by Arthur Keltner, a realtor who often ventured into construction. Upon its completion the house was sold to James & Etta Reid. Mr. Reid was a warden at the Indiana State Prison in Michigan City. The Reids did not live in this house, but kept it as a rental property.

**512 North St. Joseph Street (contributing)**

*Cross-Gable*

Constructed in 1904 by Charles Hicks who sold it to William Moschell in 1907. Mr. Moschell was associated with the Vernon Clothing Company and was a prominent and active member of the community. In 1910 Mr. Moschell transferred the house over to his wife, Anna Eliza.



**516 North St. Joseph Street (contributing)**

*Free Classic or Queen Anne*

Constructed in 1905 by George J. Hoffman, a carpenter and contractor. Mr. Hoffman lived in the house until 1922, renting it to John & Barbara Suchy, an upholsterer in 1923, then selling it to them two years later.



**520 North St. Joseph Street (non-contributing)**

*Vernacular - Free Classic*

Constructed in 1904 by Seth Hammond & Leslie Whitcomb. The house was eventually sold to Christian Soens, sewer contractor and brick manufacturer. Mr. Soens used the house as a rental until his death in 1934 at which time his wife, Anna, inherited it.



**528 North St. Joseph Street (non-contributing)**

*Cross Gable*

Originally constructed in 1897, it eventually became part of the new Hammond & Whitcomb Addition to the City. Mr. Hammond sold the house to Herman Kabitz in 1904, who sold it to Dora Schafer, employee of the South Bend Watch Company in 1905.





**610 North St. Joseph Street (contributing)**

*American Foursquare*

Seth Hammond built this house himself in 1909 as a rental. It was first rented to the United Brethren Church as a parsonage. In 1911, Mr. Hammond sold it to Phillipina Ackerman. The Ackermans rented the house out until Mr. Ackerman's death in 1928 at which time Phillipina moved in.



**612 North St. Joseph Street (contributing)**

*Bungalow*

Constructed in 1921 by Andrew & Lottie Jorgenson, a brick-layer. They lived in the house until their deaths, Andrew in 1934 and Lottie in 1939. After Mrs. Jorgenson's death the house was sold by way of a Sheriff's sale to H.O.L.C., they rented it out until 1950. Originally built at 609 N. St. Joseph Street, Memorial Hospital Association moved it across the street in 1998.

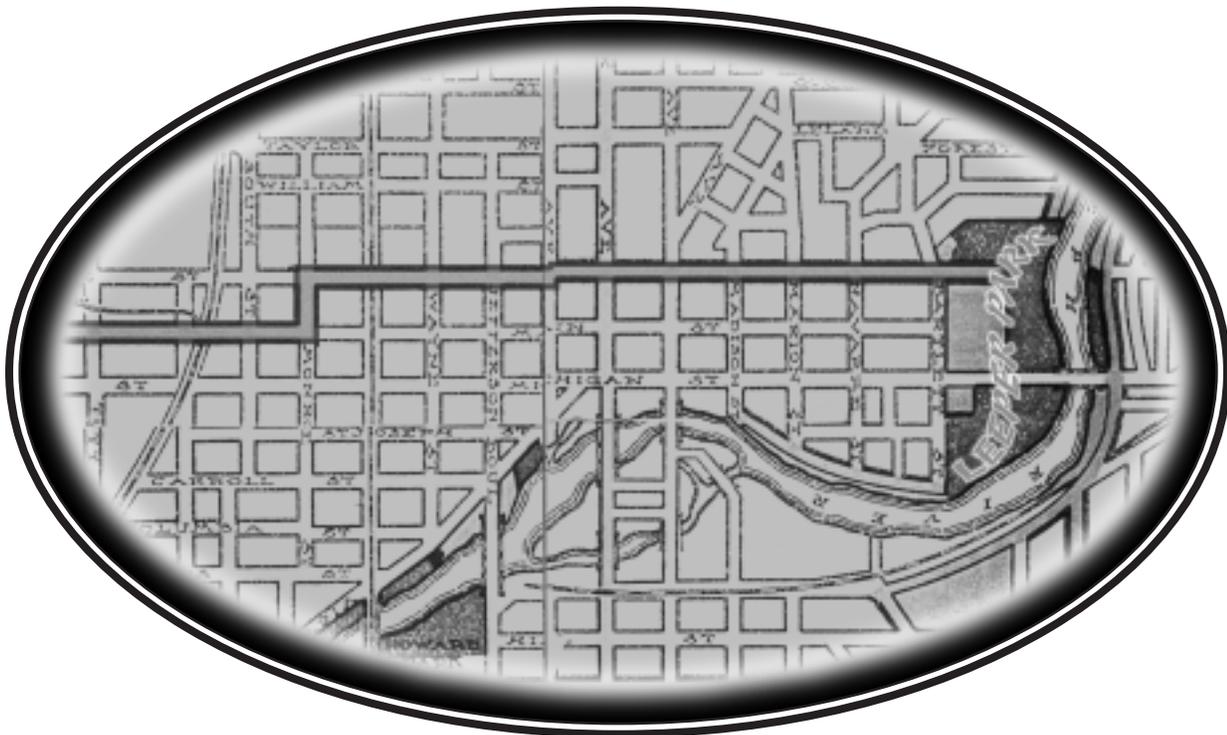


**616 North St. Joseph Street (non-contributing)**

*American Foursquare*

Originally constructed by Hammond & Whitcomb in 1908, the house was sold to Lt. William & Margaret Bernhardt. William, a fireman, worked at Hose Company 6. They lived there until 1919 when they sold it to Alice E. Dickens, widow of Riley. She resided there until her death in 1932.

# *GUIDELINES FOR HISTORIC PRESERVATION & DEVELOPMENT*



The North St. Joseph Street Local Historic District was established by an ordinance enacted by the Common Council of the City of South Bend in 1998 for the protection of the historic character of the neighborhood. Under the requirements of this ordinance, a Certificate of Appropriateness (CoA) is required for any activity in the district which requires a building permit or which alters the appearance of a building or site. Painting of previously painted surfaces is released from this requirement and requires no approval. Consideration by the Historic Preservation Commission of proposed repairs or alterations is guided by the following set of guidelines which have been developed in cooperation with neighborhood representatives and have been adopted by referendum of the district property owners.

# General Definitions

## (A) PRESERVATION

Defined in these guidelines as the act or process of applying measures to maintain or restore the form, integrity and materials of a building, structure or site in its existing or original condition. It can include stabilization work, restoration or rehabilitation work, ongoing maintenance and/or prevention of demolition.

## (B) PRESERVATION GUIDELINES

*An outline of requirements and recommendations which are used as guides in the determination of appropriateness of proposed work within an Historic District.*

The Historic Preservation Commission has established three sets of guidelines – Restoration, Rehabilitation and Conservation. One of these is selected by each Local Historic District at the time of implementation. This selection is based on the quality and integrity of the architecture and environment of the District, and upon the goals of the neighborhood organization.



*Note:* The Guidelines selected by the North Saint Joseph Street Local Historic District are **(b2) - Rehabilitation**

The preservation guidelines are defined as follows:

### **(b1) Restoration**

Maintaining the original or unimpaired character of the District as it was at the time of construction. Any restoration done must return the structure to its original state. Authenticity of a restoration would require the removal of incompatible exterior elements and the replacement of all damaged or deteriorated elements with replicas of the same design and materials. New construction shall conform to the guidelines for defined elements of preservation regarding height, proportion and building materials. A Certificate of Appropriateness (CoA) applicant shall be responsible for documenting the authenticity of the proposed work to the satisfaction of the commission.

### **(b2) Rehabilitation**

Maintaining the existing character of the District, and whenever possible returning it to its original condition. Any rehabilitation would not require the removal of all non-original materials but would encourage the removal of all such materials which are incompatible with the defined elements of preservation for the District. The design of new construction or alteration would not require the duplication of the original

design and construction, but should be compatible with the existing structures and the District's defined elements of preservation. The use of original materials or construction techniques would be encouraged, but contemporary methods and materials would be acceptable when compatible.

**(b3) Conservation**

Maintaining a District in its existing condition by placing guidelines on new construction, and limiting demolition and moving. The use of contemporary methods or materials would be acceptable if they are compatible with the defined elements of preservation for the District.

**(C) ELEMENTS OF PRESERVATION**

Defined as specific areas of preservation covered within the guidelines. The elements to be defined for each Historic District, with the exception of those with Conservation guidelines, are as follows:

**I. Environment**

- A. The District Environment
- B. The Building Site and Landscaping

**II. Existing Structures**

- A. Building Materials
- B. Roofs and Roofing
- C. Windows and Doors
- D. Entrances, Porches and Steps

**III. New Construction**

- A. Height and Proportion
- B. Building Materials

**IV. Safety and Building Codes**

- A. Building Code Requirements
- B. Access for Handicapped or Disabled Persons

**V. General**

**(D) GUIDELINE COMPONENTS**

Statements within the guidelines which specify the requirements and recommendations for the preservation of the characteristic relationships of the various features which are of significance to the appearance of the Local Historic District.

“Shall” is defined as an expression of something that is mandatory or must be done. “Should” is defined as an expression of obligation, something that ought to be done but that is open to compromise.

**(E) GUIDELINE CATEGORIES**

Guidelines for the District will address each of the Elements of Preservation individually within four divisions of classification. At the time of implementation of an Historic District, the commission will work with the respective neighborhood association to select the desired category of placement for each of the Guideline Components. These categories are as follows:

**(e1) Required**

Defined as work which shall be done in a restoration or rehabilitation project in order to restore or maintain the original or existing character of the structure or site.

**(e2) Recommended**

Defined as work which should be done to help restore or maintain the original or existing character of the structure or site.

**(e3) Prohibited**

Defined as work which shall not be permitted in a restoration or rehabilitation project because it may have a negative impact on the original or existing character of the structure or site.

**(e4) Not Recommended**

Defined as work which should not be undertaken in a restoration or rehabilitation project because it may have a negative impact on the original or existing character of the structure or site.

# North Saint Joseph Street Local Historic District Guidelines

## I. THE ENVIRONMENT

### A. THE DISTRICT ENVIRONMENT

The district is characterized by its proximity to downtown South Bend and its proximity to Leeper Park. It encompasses the east side frontage along nearly two blocks of North St. Joseph Street and one opposing corner at Navarre Street. The north end of the area is contiguous with the River Bend Local Historic District, established in 1992. The District contains 13 houses (or duplex buildings) and their accessory structures.

#### **Required**

Distinctive existing features such as parks, gardens, streetlights, fences signs, walkways streets alleys and building setbacks shall be retained. New plant materials, fencing, walkways, streetlights, signs, and benches shall be compatible with the character of the neighborhood in size, scale, material and color. Street lighting should be maintained at levels recommended by the Illumination Engineering Society. Sources and light posts should be uniform throughout the District. Lamp fixtures and supporting posts must be similar in proportion, scale, and detail to existing historic lamps (see appendix). Streetlights should be placed so that adequate illumination is afforded all sections of the public sidewalks. Removal of shade trees over twelve inches (12") diameter or conifer trees over six inches (6") in diameter and other major plant elements shall be approved by the Historic Preservation Commission. Any subsequent replacement trees of any size required by the Historic Preservation Commission shall be retained. the Riverfront character of the district shall be retained.

#### **Recommended**

Whenever possible, the original features should be restored. Plant materials and trees in close proximity to buildings or streets that are causing deterioration to those elements should be removed. Do not dump leaves and grass clippings on planted slopes as this practice will kill much of the low ground cover and leave soil susceptible to erosion. When replacement of utility poles or power lines is necessary, consideration should be given to underground conduits or utility poles erected along property lines.

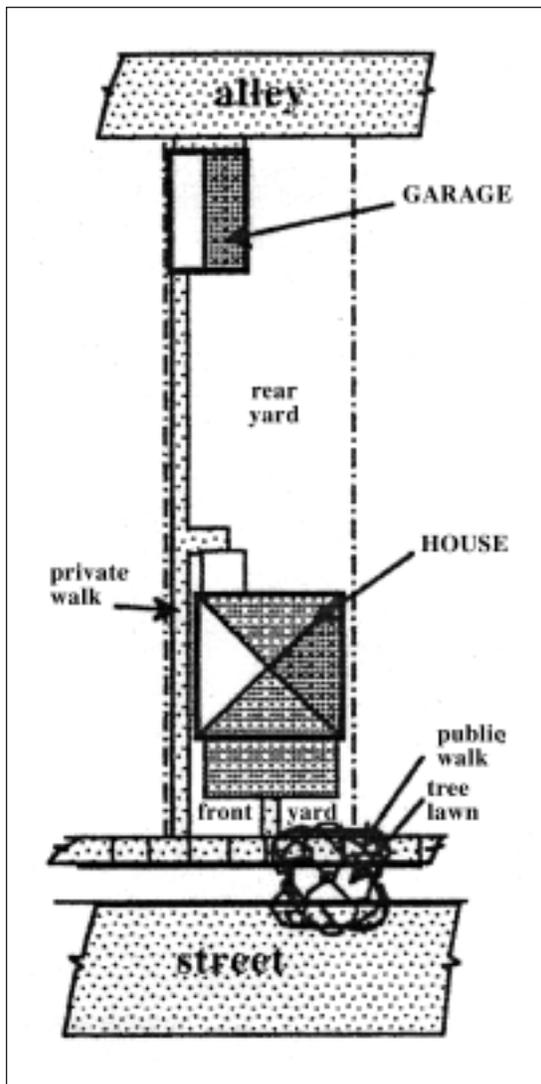
#### **Prohibited**

Existing relationships of buildings and their environments shall not be destroyed through widening or closing of existing streets and alleys or by introducing new streets, alleys, or parking lots. Signs, streetlights, benches, new plant materials, fencing, walkways, and paving materials which are out of scale or inappropriate to the neighborhood may not be used. The erection of high walls or barriers which would alter the relationship of the houses and the river is prohibited. The introduction of heavy trucks or similar vehicles in the District shall be prohibited. Utility poles with high intensity overhead lights shall not be used on main thoroughfares.

## B. BUILDING SITE, LANDSCAPING AND ACCESSORIES

Individual properties in the district are characterized by a house located near the front of each lot with a small lawn in front and a larger lawn to the rear of the property. Many of the properties include a garage located at the rear of the property accessed from unpaved alleys running behind the property. Most properties have trees, shrubbery, and/or hedges. All houses conform to the uniform set-back within each block.

The district has a compact layout. Large homes are constructed on small lots. Little of the backyard areas or rear first stories of these homes are visible from the thoroughfare. In recognition of this, greater latitude will be allowed in the application of the adopted standards in the rear of the properties in order to accommodate the individual preferences of the property owners in the treatment of these backyard areas. No approval will be necessary for changes in lawn, shrubs, walkways, or semi-permanent surface changes in the rear of houses. Staff approval would be required for semi-permanent structures such as gazebos, but not for play equipment such as swing sets, sand-boxes, etc.



**TYPICAL SITE PLAN**

### Required

Plants, trees, fencing, walkways private yard lights, signs (house numbers) and benches which reflect the properties' history and development shall be retained.

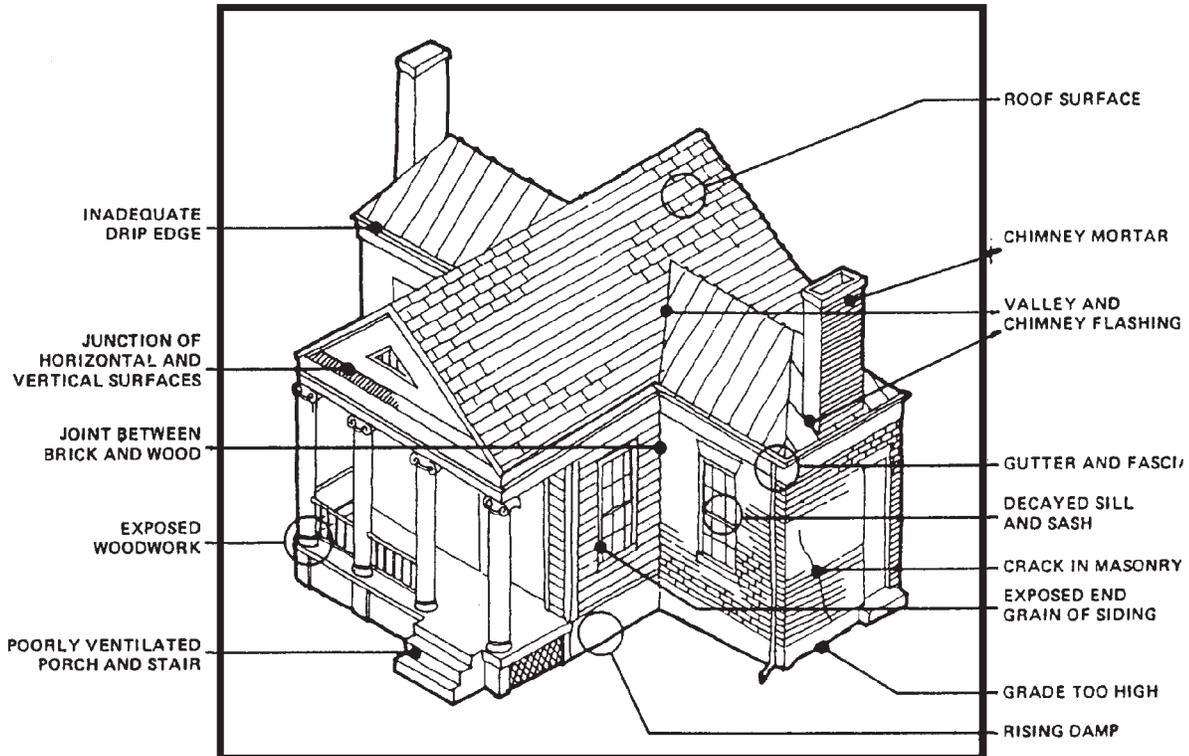
### Recommended

New site work should be based upon actual knowledge of the past appearance of the property found in photographs, drawings and newspapers. New site work should be appropriate to existing surrounding site elements in scale, type and appearance. Accessory structures such as decks, gazebos, fountains, and/or small outbuildings should be appropriate to surrounding site elements in scale, type, and appearance. Plant materials in close proximity to the buildings that are causing deterioration to the building's historic fabric should be removed and replaced by more suitable flora as approved by the Historic Preservation Commission.

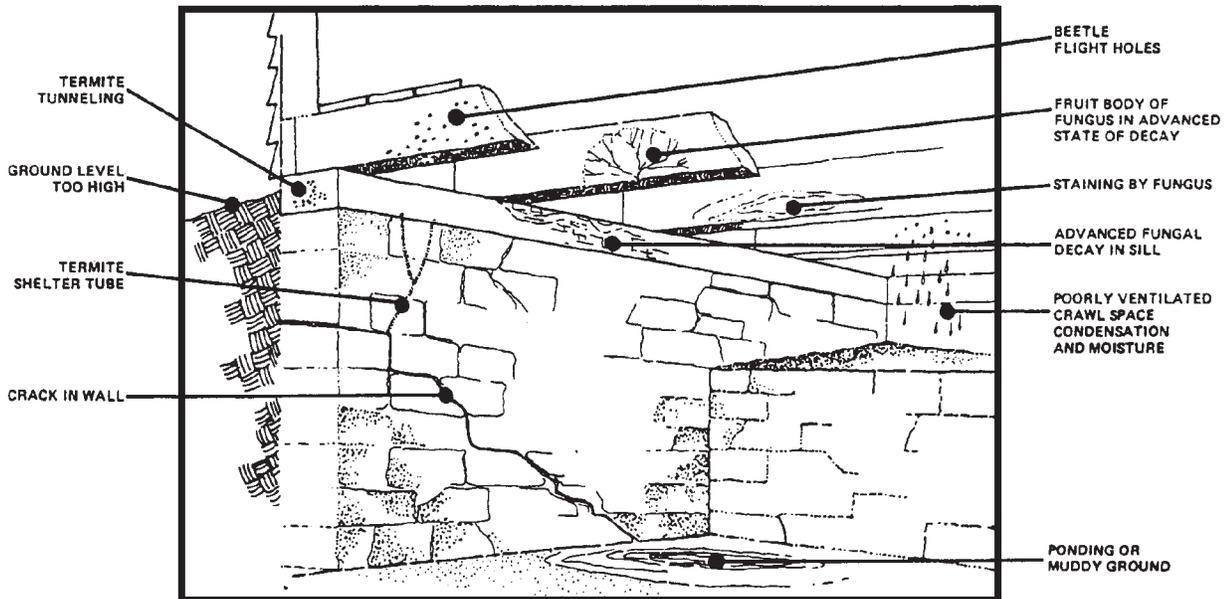
### Prohibited

No changes may be made to the appearance of the site by removing trees, fencing, walkways, outbuildings and other site elements before evaluating their importance to the property's history and development. Front yard areas shall not be transformed into parking lots nor paved nor blacktopped. Front yard areas shall not be fenced or fences shall not extend forward beyond the setback line of the property. Telephone or utility poles with high intensity over-

head lights should not be installed so that they can be seen from the thoroughfare. The installation of unsightly, large devices such as television satellite dishes shall not be permitted in areas where they can be viewed by the public thoroughfare.



## POTENTIAL AREAS OF DECAY



## COMMON PROBLEMS IN THE BASEMENT

## II. EXISTING STRUCTURES

### A. BUILDING MATERIALS

Original exterior wall materials in the District include brick, stucco, clapboard, wood shingles, and masonry block. In some instances, vinyl or aluminum siding have been applied over the original material.

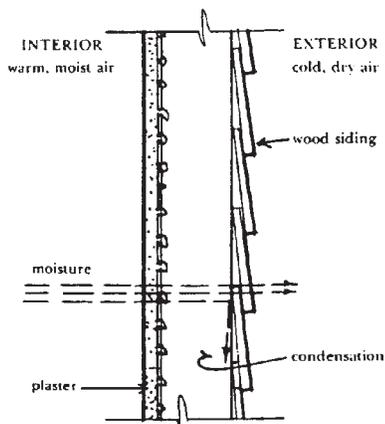
#### Required

Original exterior building materials shall be retained. Deterioration of wood materials shall be prevented through repair, cleaning, and painting. The existing architectural detail around windows, porches, doors, and eaves should be retained or replaced by replicas of the same design and materials when deteriorated beyond repair. Masonry including brick and stucco shall be cleaned only when necessary to halt deterioration or to remove stains and shall be done with a method acceptable for the preservation of the surface: i.e. low pressure water and soft natural bristle brushes. When repairing stucco, stucco mixture shall be used.

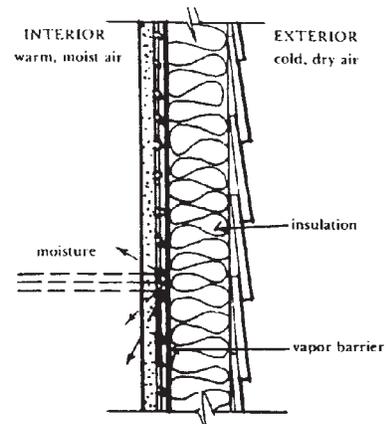
#### Recommended

Whenever possible, the original building materials should be restored. metal or vinyl may be used as an alternative to maintaining or replacing the original surface material when it resembles the original surface material. When used over wood surfaces, this siding should be the same size and style as the original wood. Every effort should be made to retain the original trim around windows, doors, cornices, gables, eaves, and other architectural features. Ample ventilation must be afforded the structure when aluminum or vinyl is to be installed in order to prevent increased deterioration of the structure from moisture and/or insects. Mortar joints should 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. Existing mortar shall be duplicated in composition, color, texture, joint size, method of application, and joint profile.

a. Typical wood frame wall where moist inside air freely migrates to the outside. Moisture may condense in the wall cavity and be absorbed into the adjacent materials and evaporate as the wall is heated by the sun.



b. Typical wall condition with insulation and a vapor barrier facing in (toward the heated side of the wall). The vapor barrier prevents moisture migration, thus keeping the insulation dry.

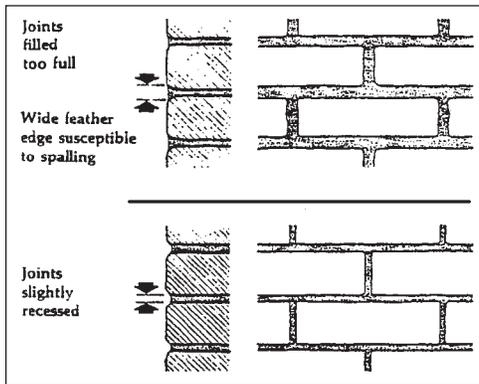


**Prohibited**

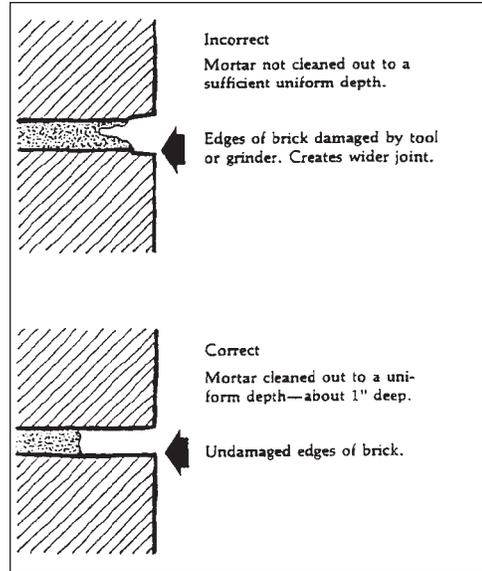
Wood siding shall not be resurfaced with new material which is inappropriate or was unavailable when the building was constructed, such as artificial stone, brick veneer, asbestos or asphalt shingles. Sandblasting or the use of harsh detergents shall not be used on masonry or stucco. This method of cleaning erodes the surface material and accelerates deterioration.

**Not Recommended**

Waterproof or water repellent coatings or surface consolidation treatments should not be used on masonry surfaces unless required to solve a specific problem that has been studied and identified.



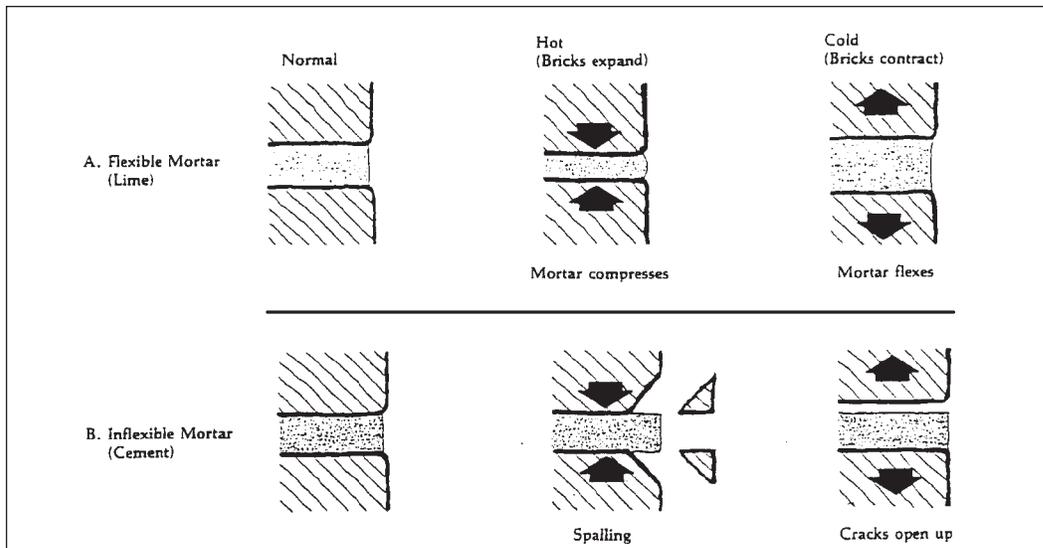
**Figure 6.** Comparison of visual effect of full mortar joints vs. slightly recessed joints. Filling joints too full hides the actual joint thickness and changes the character of the original brickwork.



**Figure 4.** Comparison of incorrect and correct preparation of mortar joints for repointing. Drawing: Robert C. Mack and David W. Look.

Waterproof or water repellent coatings or surface consolidation treatments should not be used on masonry surfaces unless required to solve a specific problem that has been studied and identified.

Coatings are frequently unnecessary, expensive, and can accelerate deterioration of the masonry. Mortar joints which do not need repointing should not be repointed. Repointing should not be done with mortar of high Portland cement content, which can often create a bond that is stronger than the building materials. This can cause deterioration as a result of differing porosity of the material and the mortar, which can result in serious damage to adjacent brick. Paint should not be removed from masonry surfaces indiscriminately.



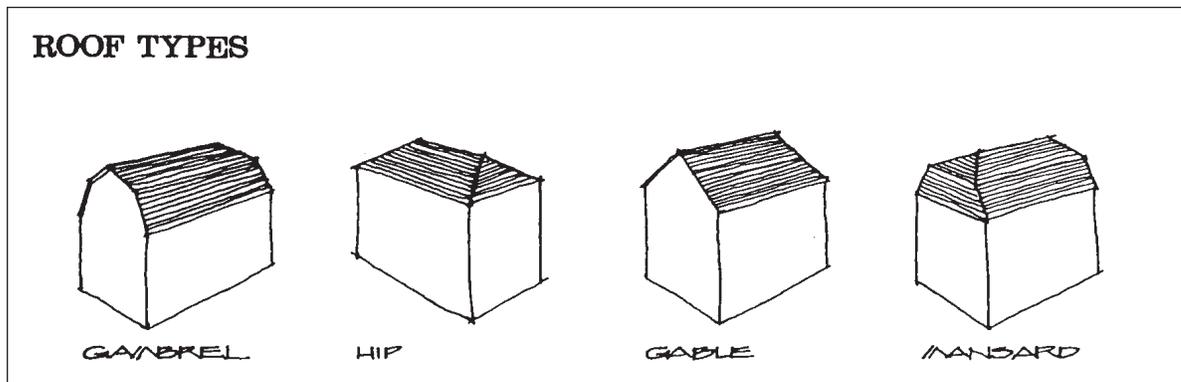
**Figure 3.** Diagrammatic sketches showing effects of temperature change upon masonry. Flexible mortar (A) expands and contracts with temperature changes. Bricks bonded by inflexible mortar (B) tend to spall at the edges (the area of greatest stress) in hot weather and separate from the mortar when it is cold. This latter condition opens cracks, permitting the entry of water and causing additional deterioration. Adapted from "Maintenance of Old Buildings." Document D10: National Swedish Institute for Building Research, Stockholm, 1975.

## B. ROOFS AND ROOFING

Roof shapes in the district encompass all the various designs found in residential structures: hipped, gable, gambrel,, flat, and combination of these. Roofs are covered with a variety of materials such as asphalt & asbestos. Residences in most cases have wood facias with gutters and downspouts. The facias of some vinyl or aluminum sided houses are covered with the same material.

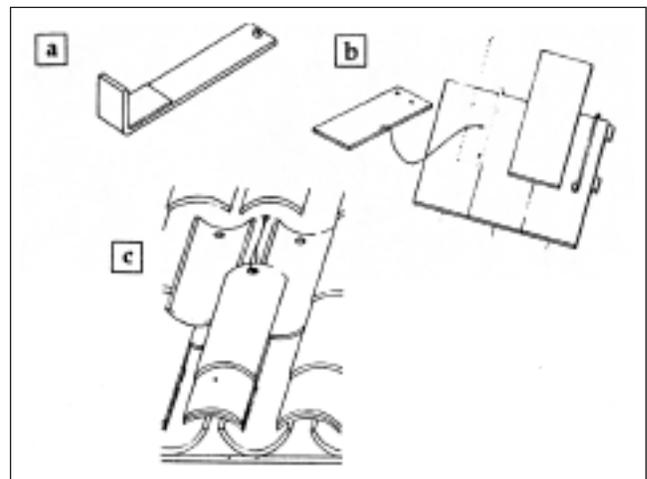
### Required

The existing shape and materials of the roof shall be retained. All architectural features which give the roof its essential character shall be retained, including dormer windows, cupolas, cornices, brackets, chimneys, cresting and weather vanes.



### Recommended

Whenever possible, the original shape and materials of the roof shall be restored. Particular effort should be made to retain materials such as slate, tile, and other unique materials not commonly found in new construction. Roof covering which is deteriorated beyond repair should be replaced with new material that matches as closely as possible the original in composition, size, shape, color and texture. Gutters and downspouts are often a necessary adjunct in order to prevent deterioration of the structure; they should be maintained whenever possible or replaced with a style comparable and suitable to the architectural period.



**Figure 16.** Attachments for repair and replacement of clay tiles include: (a) copper tab (b) stainless steel or other non-corrosive metal clip, slate hook or "tingle," and (c) nailing and wire nailing.

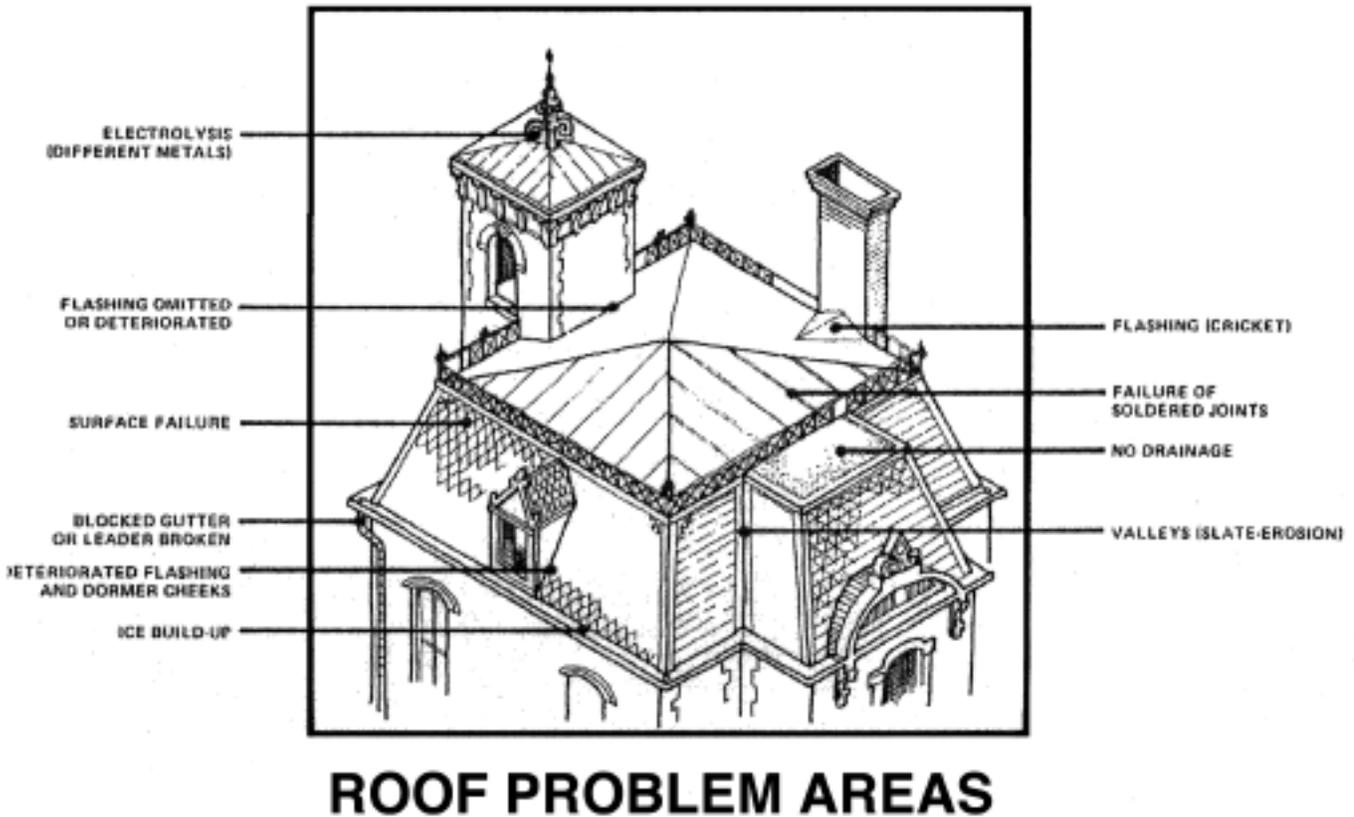
*Drawing: Karin Murr Link.*

**Prohibited**

Nothing shall be done to change the essential character of the roof as viewed from the thoroughfare by adding architectural features or large unsightly fixtures, or by using materials inappropriate to the style of the house. The roof shall not be stripped of architectural features important to its character.

**Not Recommended**

Overhanging eaves, soffits, brackets and gables should not be covered or enclosed when adding metal or vinyl siding to a building.



### C. WINDOWS AND DOORS

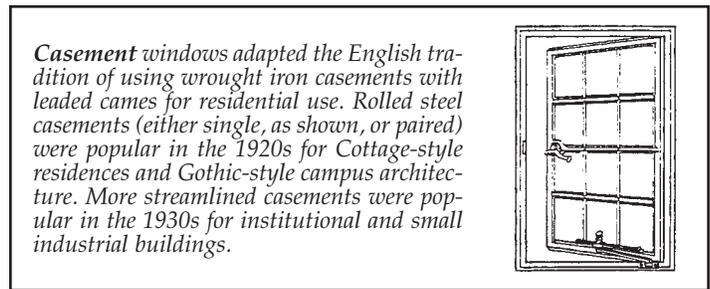
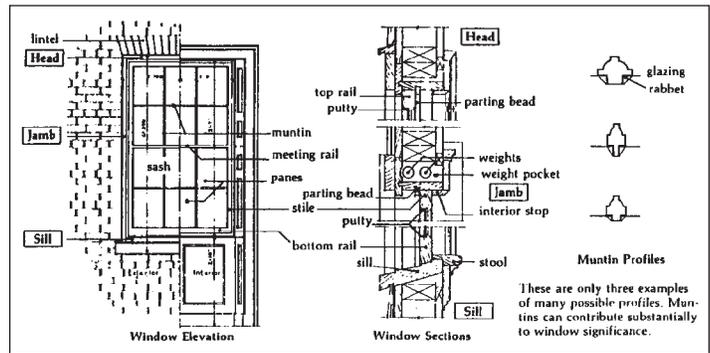
Window and door frames are in most cases wood. Brick structures have stone sills and brick lintels. In some cases where synthetic siding has been applied window trim has been covered. Many structures in the district have aluminum storm windows. Some houses retain wood framed storm windows.

#### Required

Original windows and doors shall be retained including sashes, lintels, sills, shutters, decorative glass, pediments, hoods, and hardware. When deteriorated beyond repair, they shall be replaced with units and trim resembling the original.

#### Recommended

Wood frame storm windows and doors painted to match the original should be used but should not damage existing frames. If new sashes or doors are installed, the existing or original materials, design, and hardware should be used. When metal storm doors are used, they should be painted, anodized or coated to match the existing. When awnings are used they should be of canvas material.



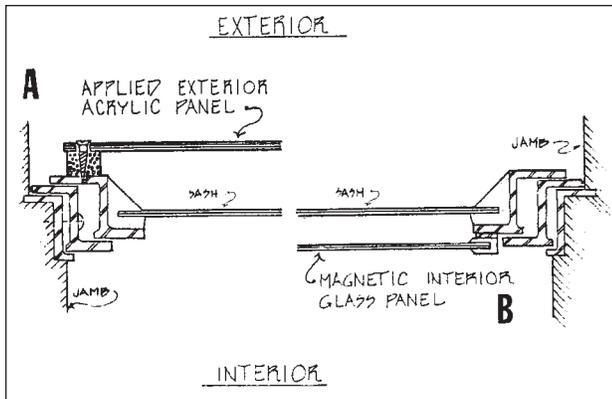
<p>Spring-metal EXTERIOR</p>	<p>Spring-metal comes in bronze, brass or stainless steel with an integral friction-fit clip. The weatherstripping is applied after the repaired windows are painted to avoid galvanic corrosion. This type of thin weatherstripping is intended for windows in good condition.</p>
<p>Vinyl Strips EXTERIOR</p>	<p>Vinyl strips are scored and folded into a "V" configuration. Applied adhesive is necessary which will increase the thickness of the weatherstripping, making it inappropriate for some situations. The weatherstripping is generally applied to the window after painting.</p>
<p>Foam Tape EXTERIOR</p>	<p>Closed cell foam tape comes either with or without an adhesive backing. It is effective for windows with a gap of approximately 1/4" and is easy to install. However, this type of weatherstripping will need frequent replacement on windows in regular use. The metal sections should be cleaned of all dirt and grease prior to its application.</p>
<p>Sealant Bead EXTERIOR</p>	<p>This very effective type of weatherstripping involves the application of a clean bead of firm-setting caulk on the primed frame with a polyethylene bond breaker tape on the operable sash. The window is then closed until the bead has set and takes the form of the gap. The sash is then opened and the tape is removed leaving the set caulk as the weatherstripping.</p>

Figure 8. Appropriate types of weatherstripping for metal windows.

Weatherstripping is an important part of upgrading the thermal efficiency of historic steel windows.

The chart at right shows the jamb section of the window with the weatherstripping in place.

Drawings: Sharon C. Park, AIA



**Figure 9.** Two examples of adding a second layer of glazing in order to improve the thermal performance of historic steel windows. Scheme A (showing jamb detail) is of a 1/4 inch acrylic panel with a closed-cell foam gasket attached directly to the exterior of the outwardly opening sash with self-tapping stainless steel screws. Scheme B (showing jamb detail) is of a glass panel in a magnetized frame affixed directly to the interior of the historic steel sash. The choice of using glass or acrylic mounted on the inside or outside will depend on the ability of the window to tolerate additional weight, the location and size of the window, the cost, and the long-term maintenance outlook.

*Drawing:* Sharon C. Park, AIA

that have roofs, many have either hip or gable roofs or are covered by the main roof of the house. Columned porticos, porches with broken pediments or turrets, and other porch forms characteristic of the Period Revival styles are also found in the district.

**Required**

Existing or original porches, stoops, patios and steps, including handrails, balusters, columns, brackets, tiles and roof decorations, shall be retained or replaced by replicas of the same design and materials when deteriorated beyond repair. Porches and additions reflecting later architectural styles and which are important to the building’s historical integrity shall be retained.

**Recommended**

When enclosing porches for heat conservation or for other reasons, it should be done in a manner that does not alter the architectural or historical character of the building.

**Prohibited**

Front porches, stoops, patios and steps that are important to the building’s style and development shall not be altered or removed.

**Not Recommended**

Original porch details should not be replaced with materials representing an earlier period or style from the original.

**Prohibited**

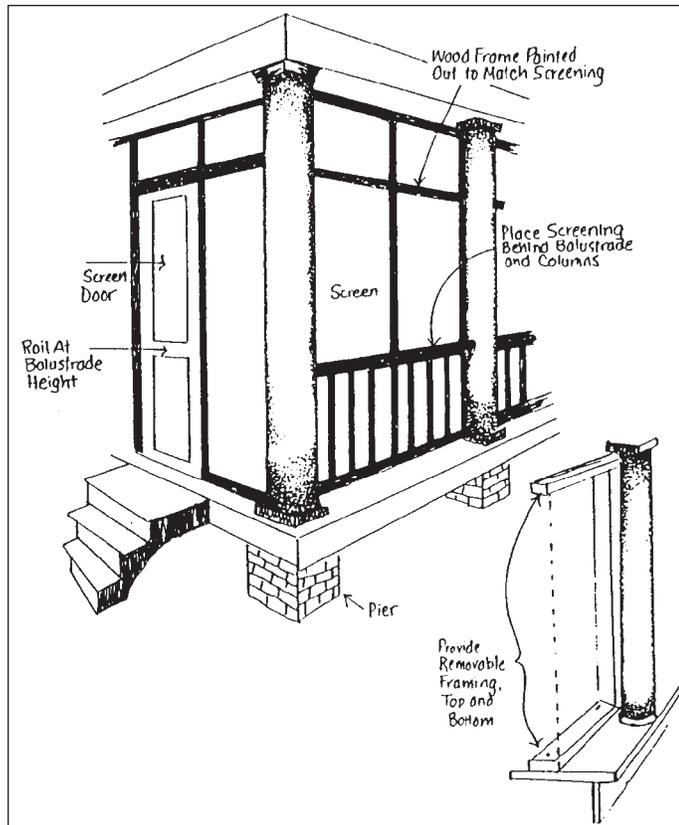
Original doors, windows and hardware shall not be discarded when they can be restored and re-used in place. New window and door openings which would alter the scale and proportion of the building shall not be introduced. Inappropriate new window and door features such as aluminum insulating glass combinations that require removal of the original windows and doors shall not be installed.

**Not Recommended**

Awnings, hoods, and fake shutters made of metal, vinyl, or fiberglass should not be used if they would detract from the existing character or appearance of the building.

**D. ENTRANCES, PORCHES AND STEPS**

Most houses in the district have small open porches at the main entrance. Stoops and small patios also are in evidence. Of those porches



**E. MECHANICAL SYSTEMS**

The majority of the structures within the district have oil or gas heat, and have brick chimneys through the roof. Some houses have one or two window air conditioners.

**Required**

Mechanical systems shall be placed in areas that will result in the least possible alteration to the structural integrity and physical appearance of the building. Solar collectors and TV dishes shall be placed at the rear of the property and shielded by shrubbery and landscaping.

**Recommended**

Window air conditioners and exhaust fans should be installed at the rear or at an inconspicuous side window. Original lighting fixtures should be retained whenever possible.

**Prohibited**

Holes shall not be cut through walls or roofs to accommodate air conditioners or other mechanical equipment in areas that can be seen from the street.

**Not Recommended**

Exterior electrical and telephone cables should not be attached to the street elevations of the buildings.

**III. NEW CONSTRUCTION**

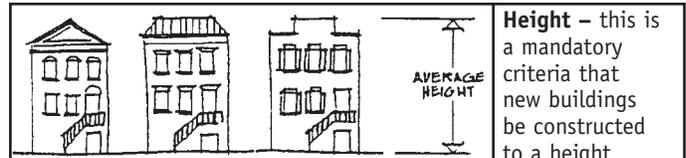
New construction includes any new building or structure constructed within the boundaries of the historic district, or any new addition to an existing building. New construction should be designed considering the appearance of the other buildings in the neighborhood.

**A. HEIGHT AND PROPORTION**

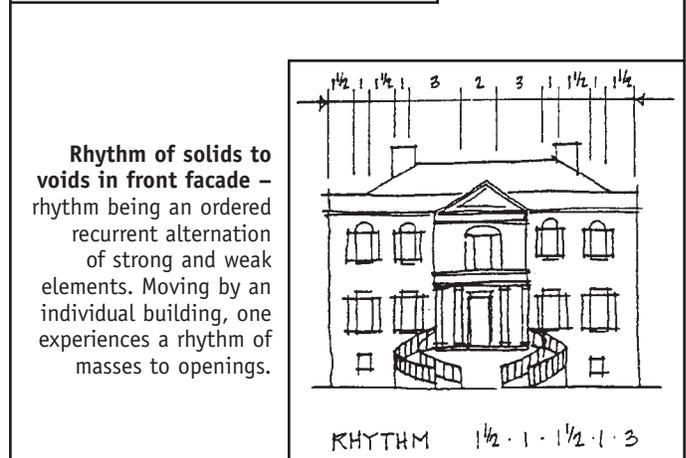
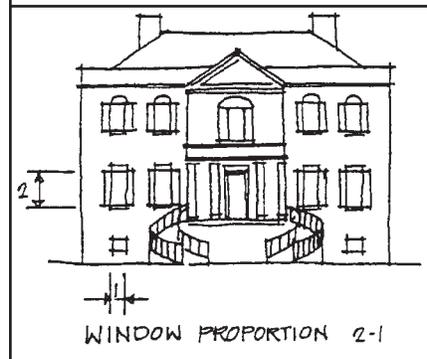
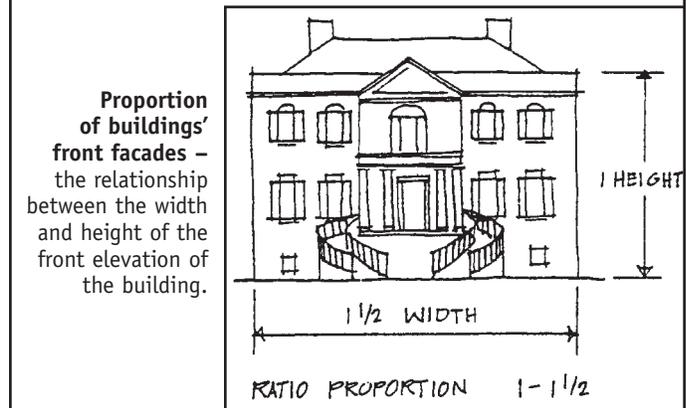
The majority of structures in the district are two stories high and are square, rectangular, or irregular in plan. There are a few story-and-a-half residences. The prevalent facade proportions are between a 1:1 and a 1:2 height-to-width ratio.

**Required**

The height of a new structure and its height-to-width proportions shall be consistent with adjacent buildings in the district. The building height shall be no greater than that of the tallest existing



within 10% of the average height of existing adjacent buildings.



structure and no less than that of the lowest existing structure of the same type in the same block. Facade proportions shall be established by permitting no structure with a facade wider or narrower than those existing in the same block. Additions to existing buildings shall be related in height and proportion to the existing structure.

**Recommended**

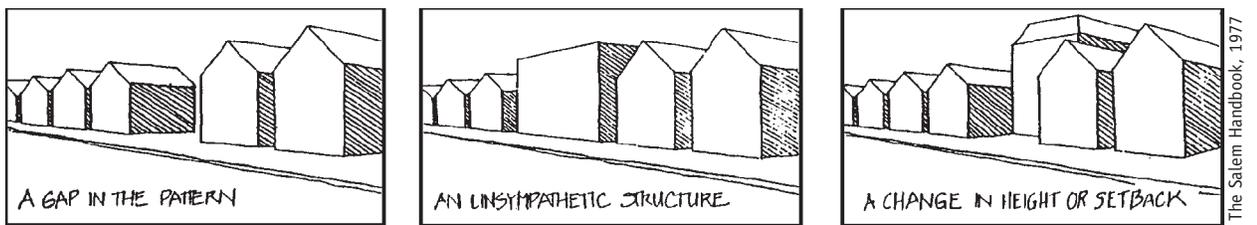
Contemporary designs should be compatible in character and mood to the building or neighborhood.

**Prohibited**

Additions may not be constructed that would change the existing facade of a building, alter its scale or architectural character, or add new height.

**Not Recommended**

New stories should not be added, nor should existing stories be removed, which would destroy important architectural details, features or spaces of the building. Any style or period of architecture that is incompatible with what exists should not be permitted in the new additions.



**B. BUILDING MATERIALS**

Wall materials in the district are predominantly wood clapboard and its imitation in aluminum and vinyl. Some walls are brick. Patterned shingles are common in gable ends and dormers.

**Required**

Exterior materials used on a new structure shall be compatible in scale, texture and color with adjacent structures. Materials used on an addition to an existing structure shall relate to the existing or original materials of that structure. As much of the original structure as possible shall be retained so that the addition could be removed without damage to the basic structure and appearance of the building.

**Recommended**

Metal or vinyl siding may be used when it is the only feasible alternative. This siding should be compatible with the original size and style and with the materials of other buildings in the district.

**Prohibited**

Inappropriate materials such as asbestos, asphalt, molded or artificial stone, or artificial brick shall not be used.

**Not Recommended**

Glass blocks should not be used. Concrete block should not be used for anything other than foundations.

## **C. SHEDS AND ACCESSORY BUILDINGS**

Accessory buildings are those structures that serve a specific subordinate function to the residence. These include garages, carports and storage sheds. All of the accessory buildings are located in the rear yard. Most of the garages were designed in an architectural style related to the residence and were constructed at the same time as the residence.

### **Required**

Accessory buildings shall be located at the rear of the property and as unobtrusively as possible while preserving historical relationships between the buildings, landscape features and open spaces. Proportions and materials shall conform to those required for new construction.

### **Recommended**

Accessory building designs should be compatible in character and mood to the residence and the neighborhood.

### **Prohibited**

Prefabricated metal sheds shall not be used.

### **Not Recommended**

Prefabricated wood composition sheds should not be used unless they conform to all other standards.

## **IV. SAFETY AND BUILDING CODES**

### **A. BUILDING CODE REQUIREMENTS**

#### **Required**

Building code requirements shall be complied with in such a manner that the existing character of the building is preserved.

#### **Recommended**

Local building code officials should be consulted to investigate alternative life safety measures that will preserve the architectural integrity of the structure. Variances for historic properties should be investigated.

#### **Prohibited**

Construction of new stairways and elevators that would alter important architectural features and spaces is prohibited.

#### **Not Recommended**

Fire prevention equipment should not damage the appearance or fabric of the building.

## B. ACCESS FOR HANDICAPPED OR DISABLED PERSONS

### Typical Accessibility Solutions:

Portable or fixed ramp.



Regrade area around entrance.



Vertical or inclined lift.



Install handrails.



## V. GENERAL

**A.** Any rehabilitation work shall not be such as to change a building to a style previous to its original.

**B.** In planning rehabilitation projects, an architect or contractor experienced in preservation should be consulted.

**C.** There shall be a Liaison Committee consisting of three property owners in the district. The committee's responsibility will be to work with the residents of the historic district and the Historic Preservation Commission. (see Appendix C)

**D.** All Guidelines will be reviewed and updated, on the recommendation of the Liaison Committee, and under the direction and supervision of the Historic Preservation Commission, at least every three years.

**E.** In the case of structures within the district which are individually designated as Local Historic Landmarks, the most restrictive guidelines shall apply.

**F.** Existing easements and codicils in property owners' deeds shall remain in effect.

**G.** Demolition of a building in a historic district is disfavored and requires a Certificate of Appropriateness. Such a Certificate of Appropriateness shall be granted only if the owner demonstrates by substantial, competent evidence that:

1. the property in its current condition is uneconomical or in a substantial state of disrepair, deterioration or structural instability not created by the owner;
2. historically appropriate renovation or rehabilitation is either technically or economically impractical; and
3. the owner has investigated and considered all reasonable alternatives to demolition, and that all such alternatives such as sale, rental, or lease of the property have failed or with reasonable likelihood will fail or will not earn a fair economic return on value. (HPC Policy: approved 3-16-92) before & after rehab example

## **VI. ENFORCEMENT PROCEDURES**

Enforcement of the preservation guidelines for the historic district is made possible in the Zoning Ordinance of South Bend, ordinance No. 5565-73. The Historic Preservation Commission shall issue a Certificate of Appropriateness before commencement of any construction, reconstruction, alteration, demolition or moving of any house or structure within the historic district boundaries (see Appendix A). This ordinance, however, does not prevent the ordinary maintenance and repair of any building or structure which does not involve a change in any exterior feature, nor does it prevent the reconstruction, alteration, demolition, or moving of any building or structure which the Building Commissioner or other official has determined to be a hazard to public safety.

The Historic Preservation Commission will accept applications for Certificate of Appropriateness only from the property owner. Property owners wishing to do, or have done, any work affecting the exterior of their building or land must apply directly to the Historic Preservation Commission on the form prescribed by the Commission (see Appendix A). The Commission will review the application and either issue a Certificate of Appropriateness or else deny the application, stating in writing the reasons for such denial. Upon such denial the applicant may appeal to the Common Council.

In making its determination, the Historic Preservation Commission shall consider three factors: first, appropriateness of the proposed work to the preservation of the building and district; second, the detriment to the public welfare if the proposed work is permitted even though it is not deemed appropriate; third, the potential hardship that the denial of the Certificate of Appropriateness would cause the applicant.

Where the Historic Preservation Commission deems it necessary, the commission may petition the Common Council for a temporary delay in the issuance of the required permit(s) for proposed construction, reconstruction, alteration, demolition, or moving for the purpose of preparing an historic preservation plan for a building or district. Such a request shall be for a specified period of time. In no case may the delay granted by the Common Council exceed one (1) year, but the commission may petition the Common Council for a continuance of any such delay in accordance with the same procedure as for the initial petition. The Historic Preservation Commission may petition the Building Commissioner to use the legal means available to him/her to force the maintenance and/or repair of any building or structure within the historic district in accordance with the intent of this ordinance.

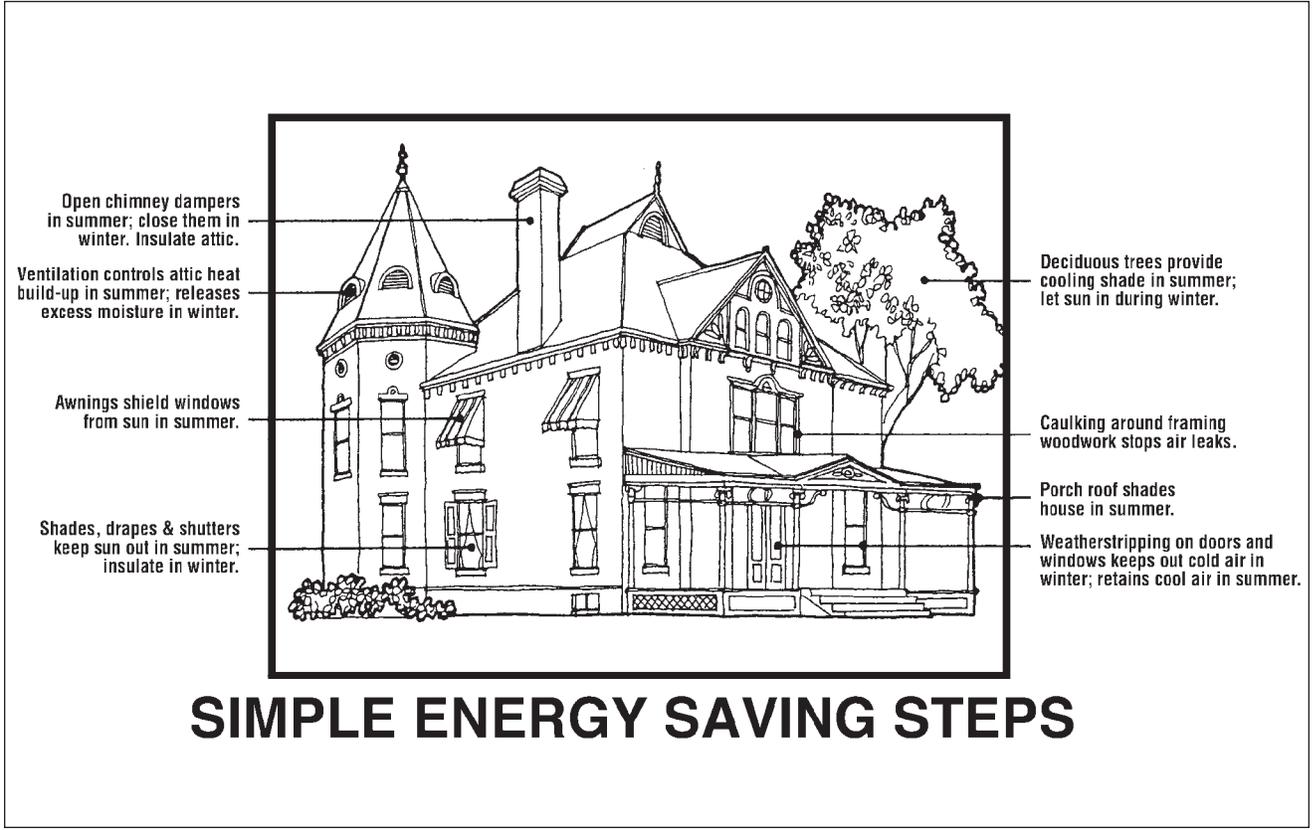
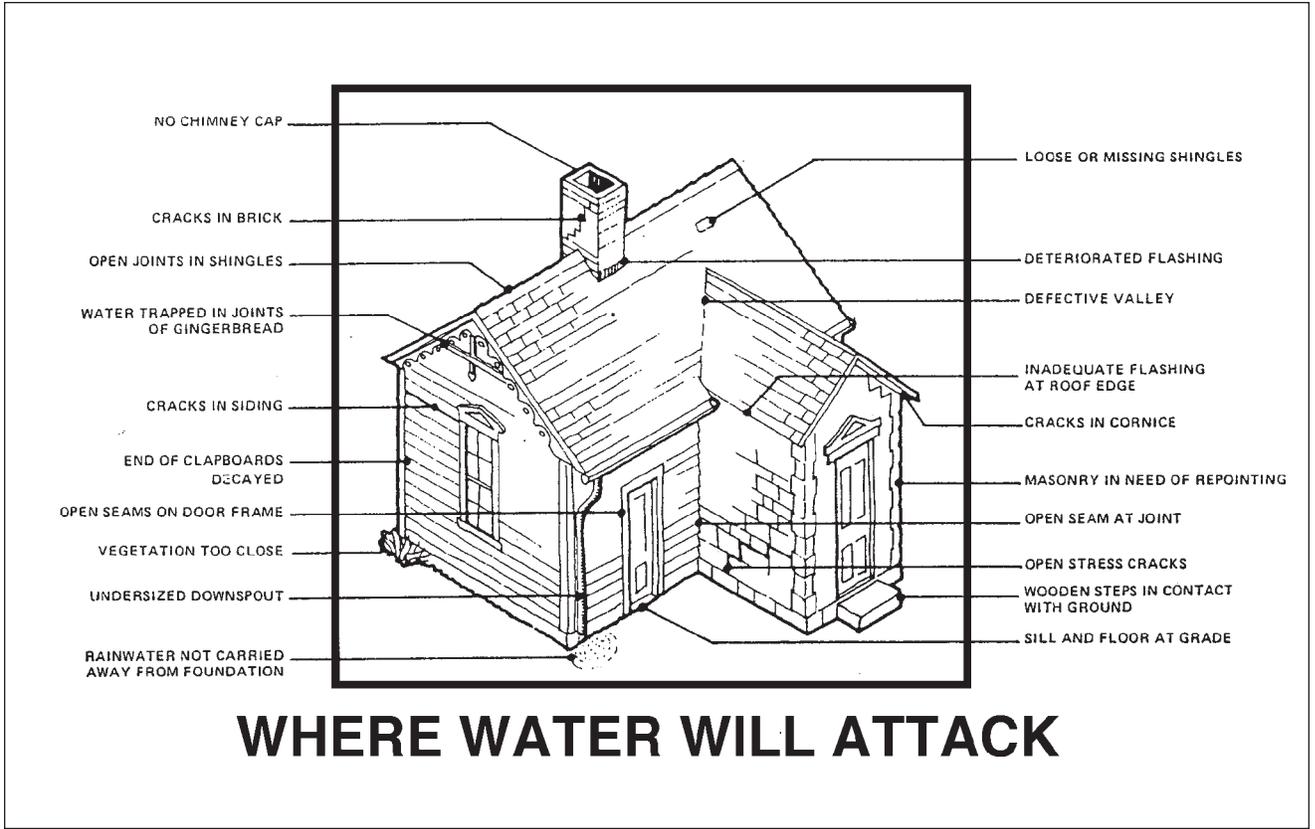
## **VII. MINIMUM MAINTENANCE STANDARDS**

All Landmarks and all contributing structures located in an historic district shall be preserved from decay and deterioration, and shall be maintained in good repair and kept structurally sound. The owner or other person having charge or control of Landmarks and property in an historic district shall not allow or permit deterioration from defects or conditions which, in the judgment of the

commission, produce a detrimental effect on the character of the district as a whole or the life and character of the Landmark, structure or property in question, including but not limited to:

- A.** Deterioration of exterior walls or other vertical supports causing conditions such as splitting, leaning, buckling, crumbling, visible cracking or similar conditions;
- B.** Deterioration of roofs and other horizontal members causing conditions such as sagging, splitting, buckling, crumbling, holes, missing shingles or similar conditions;
- C.** Deterioration of external chimneys causing such conditions as listing, settling, bulging, crumbling, holes, loose or missing materials or similar conditions;
- D.** The deterioration or crumbling of exterior plasters or mortar;
- E.** The ineffective waterproofing of exterior walls, roofs and foundations, including broken windows and doors;
- F.** The peeling of paint, rotting, holes and other forms of decay;
- G.** The lack of maintenance of surrounding environments such as fences, gates, sidewalks, steps, signs, accessory structures and landscaping;
- H.** The deterioration of any feature so as to create, or permit the creation of, any hazardous or unsafe condition or conditions.

The commission shall give notice to the owner or person in charge of the structure, by certified or registered mail, of each specific instance of failure to maintain or repair. A copy of such notice shall be sent to the Code Enforcement Department. The owner or person in charge of such structure shall have twenty (20) days to respond in writing by identifying specifically the corrective or remedial steps to be taken. A Certificate of Appropriateness shall not be required for such repair unless such repair results in a change in the design, form, proportion, mass, configuration, building material, texture, color, location or external appearance of any structure or part thereof. In the latter circumstance, a Certificate of Appropriateness shall be required (HPC Policy; adopted 12-16-91).



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# APPENDICES

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## **Appendix A**

Certificate of Appropriateness Procedures

## **Appendix B**

Landscape Assessment Summary

## **Appendix C**

Historic District Liaison Committee

## **Appendix D**

Street Lighting

## APPENDIX A

# *Certificate of Appropriateness Procedures*

Any major exterior changes involving architectural treatment, site development requirements or provisions concerning construction, reconstruction, alteration, demolition or removal of any building, structure or parts thereof, shall require a Certificate of Appropriateness.

The procedure to obtain one is as follows:

1. For a project that includes changes to the exterior of a designated property or the surrounding environment, the owner (applicant) must file for a Certificate of Appropriateness (C of A). A project may commence once the Certificate of Appropriateness is approved by the Staff or Historic Preservation Commission (and any other permits required by other departments are obtained).

- a. For all projects, applicants shall apply directly to the Historic Preservation Commission.

- b. For projects requiring a building permit a Certificate of Appropriateness will be required prior to the issuance of this permit.

The applicant is urged to consult with the Historic Preservation Commission prior to filing for a building permit to avoid any inconvenience or unnecessary time delay.

2. A \$5.00 or \$10.00 processing fee is required at the time of the application. A member of the Historic Preservation Commission Staff shall inspect the site and review the project. Proper documentation must be submitted to the Historic Preservation Commission for review. This documentation includes sample materials, product literature, scale drawings, photographs or other materials specifically requested.

- a. If the project is a routine maintenance matter or complies with the established standards and guidelines, Staff may approve the Certificate of Appropriateness.

- b. If the project is not in compliance or needs a variance, the application will be reviewed by the full Historic Preservation Commission.

3. All approved Certificates of Appropriateness will be reported by the Staff to the Historic Preservation Commission at the next appropriate meeting.

4. The Historic Preservation Commission meets the third Monday of the month. A list of the meeting dates may be obtained in the office of the Historic Preservation Commission.

Certificates of Appropriateness must be filed by the designated date prior to the meeting for placement on the agenda (for application deadlines contact HPC Staff). The applicant or designated representative is expected to attend these meetings to answer any questions. A Certificate of Appropriateness application without proper documentation will be tabled until the owner provides the documentation.

5. The Standards and Maintenance Committee will meet as necessary at the request of the Staff or Commission. The applicant will be invited to attend the meeting to present his/her plans. The Committee will review the C of A and make a recommendation to the full Historic Preservation Commission at the next regular Commission meeting.
6. Decisions regarding a Certificate of Appropriateness will be rendered at the next available Historic Preservation Commission meeting.

Denials of Certificates of Appropriateness will be based on the inappropriateness of the project or its possible violation the Historic District's Standards and Guidelines. The applicant will be informed of specific reasons for denial by letter (with a copy forwarded to the Building Dept.) explaining the action and suggestions for changes. The owner may re-submit his/her application with the suggested changes to the Staff for review at the next meeting. After all proper procedures are exhausted, the applicant does have the right of appeal to the proper council which will make a final determination on the application.



# Application

- FOR -

## Certificate of Appropriateness

Historic Preservation Commission of South Bend & St. Joseph County  
125 S. Lafayette Blvd., South Bend, Indiana 46601

Mailing Address: County-City Building, South Bend, Indiana 46601

Phone: 574-235-9798 Fax: 574-235-9578 • Email: SBSJCHPC@co.st-joseph.in.us

Website: <http://www.stjosephcountyindiana.com/sjchp/>



A Certified Local Government

OFFICE USE ONLY >>>>> DO NOT COMPLETE ANY ENTRIES CONTAINED IN THIS BOX >>>>> OFFICE USE ONLY

Date Received \_\_\_\_\_ Application Number \_\_\_\_\_ - \_\_\_\_\_

Past Reviews:  YES (Date of Last Review) \_\_\_\_\_  NO

Staff Approval authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Historic Commission Review Date: \_\_\_\_\_

Local Landmark  Local Historic District (Name) \_\_\_\_\_

National Landmark  National Register District (Name) \_\_\_\_\_

Certificate of Appropriateness:

Denied  Tabled  Sent To Committee  Approved and Issued \_\_\_\_\_

DATE

Address of Property for proposed work: \_\_\_\_\_  
*Street Number and Street Name*

Name of Property Owner(s): (Please Print) \_\_\_\_\_

Address of Property Owner(s): \_\_\_\_\_

Contractor(s) Name: \_\_\_\_\_

Contract Company Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

City: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Use of Building: \_\_\_\_\_  
(Single Family - Multi-Family - Commercial - Government - Industrial - Vacant - etc.)

Type of Building Construction: \_\_\_\_\_  
(Wood Frame - Brick - Stone - Steel - Concrete - Other)

Proposed Work:  In-kind  Landscape  New  Replacement (not in-kind)  Demolition  
(more than one box may be checked)

Description of Proposed Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner/Contractor: Fax: \_\_\_\_\_ e-mail \_\_\_\_\_  
(This office will correspond with only one designee)

\_\_\_\_\_  
Signature of Owner and/or \_\_\_\_\_ Signature of Contractor

— APPLICATION REQUIREMENTS ARE LISTED ON REVERSE SIDE —

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## APPLICATION FEE

The following schedule of fees shall apply to any *Application For Certificate Of Appropriateness*:

<b>Staff approval</b> (for in-kind work) .....	<b>\$ 5.00</b>
<b>OR</b>	
<b>Commission Review</b> (all other proposed work) .....	<b>\$10.00</b>

Payment must accompany the application at the time of submission. For electronically submitted applications, payment must reach the HPC office within 48 hours following transmission.

An Application that proposes demolition and rebuilding of any structure requires separate applications – one for the demolition and another for the new structure. Each Application requires a \$10.00 fee. **If demolition is not involved, a property owner may include several projects at the same address on a single application with no additional fee.**

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## REQUIRED DOCUMENTATION AND SITE PLANS

The Historic Preservation Commission of South Bend and St. Joseph County cannot render judgment nor process an Application without specific documentation. Comprehensive documentation protects the owner of the property submitting the application by providing a complete understanding of the project for the commissioners and staff rendering a decision. Problems can occur during a project review or during the execution of the project when one or both parties are unclear as to the specifics. *Applications will NOT be processed without all required fees and documentation.*

When an Application has been scheduled for any meeting where a review and decision are to be rendered, the owner or any architect or contractor(s) retained for the project *must* attend such meetings. *Failure by the owner, architect, or contractor to attend such meetings may result in denial of the application due to insufficient presentation.*

Documentation shall include: materials to be used, detailed written description of the project including scale, dimensions, construction methods, finished manufacturers’ brochures and specifications, or photographs of the area(s) which the project will affect. When an Application involves new construction, including structures, paths, terraces, or fencing, documentation for the Application must include a site plan showing the location and relative size of the proposed new construction.

Demolition applications are a separate issue and require an Application for Demolition.

Photographs may be submitted in digital format compatible with the commission’s operating software, or in any kind of glossy photographic print. any documentation submitted to this office cannot be returned to the applicant.

When a project involves blueprints and/or site plans, two (2) sets should be submitted with the application. Each set will be reviewed page by page, and therefore should carry a stamped date with changes and/or comments indicated on each page. All projects will be inspected during and following execution, for compliance with the decision(s) rendered by the Historic Preservation Commission of South Bend and St. Joseph County.

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## INSPECTION AUTHORITY

Any work performed on a historic landmark or in an historic district which does not conform to the Certificate of Appropriateness permit, shall be immediately halted by the Historic Preservation Commission and the Building Department of South Bend and St. Joseph County.

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## INTERGOVERNMENTAL DISCLOSURE

Certificates of Appropriateness will be forwarded to the Building Department of South Bend and St. Joseph County when the applicant also is required to obtain a building permit or other such permit issued by that department. *(The applicant will pick up the permit at that location).* In all other cases, a *copy* of the Certificate may also be sent to the Department of Code Enforcement and the Indiana Department of Historic Preservation and Archaeology. When no building or other permits are required from the Building Department, the Certificate permit will be mailed directly to the applicant.

## APPENDIX B

### *Overall Recommendations for Landscape Preservation in Local Historic Districts*

#### VEGETATION

1. Each Local Historic District should develop a list that outlines the species of trees allowed in order to maintain species variety as well as visual continuity. When a resident wants to plant a tree in the tree lawn adjacent to their home the list unique to their district can be presented and they can make an informed decision.
2. Any new construction near existing trees, such as sidewalks or driveways, should not encroach on their roots. Disturbance of the root systems can cause serious damage and death.
3. Encourage the use of the botanical or Latin name when specifying which tree is being discussed. This should eliminate any confusion arising from the use of slang terms or common names.
4. A Permit is necessary for the planting of any tree. Requiring the type of tree to be specified will enable a database to be updated with ease and will keep the records current.
5. A record of the trees present and those planted should be kept to ensure a variety of species and thereby avoid a monoculture in any given area. In the future, limits could be set on the number of any one species of tree within each district. This would further eliminate the possibility of a monoculture and insure visual interest in the street trees planted.
6. Significant trees should be removed only in cases of disease or insect infestation, storm damage when public safety is a factor, or when death of the specimen is impending.
7. Any vegetation with thorns or fruit should be restricted to establishment at least 5 feet away from public rights-of-way. Thorns pose an obvious danger, especially when thorny trees are hanging over the sidewalk at eye level. Fruit, such as that of the Flowering Crabapple, can cause a pedestrian to slip, lose their balance and fall.

#### TOPOGRAPHY

1. Terracing, planting, ornamentation and any other element that disrupts the effect of the elevation change should be prohibited when the topography is designated as a significant landscape element in a district.

The Local Historic Districts fit into an interesting web of activity within the city of South Bend. With the exception of East Wayne Street and Taylor's Field Local Historic Districts, all of the districts have some kind of connection to the water. The river is an important historic landscape element. Historically, the river provided transportation of goods and people, a source of water for crops and livestock, and a means of entertainment and recreation. The river continues to provide all of these necessities. The Local Historic Districts that are along the river could easily be connected to the Riverwalk, Park and Greenway System that has been designed for South Bend. This type of approach would strengthen the ties of various historic elements in the city and make more apparent the value of these somewhat neglected features.

A portion of Riverside Drive Local Historic District is directly across the river from West North Shore Local Historic District and is connected by the Leeper Park Bridge. Although the physical connection of the Lafayette Street bridge is no longer present, a visual and psychological link remains. The presence of Shetterley Park within Riverside Drive Local Historic District strengthens the concept of developing ties to the Park System and the Local Historic Districts. River Bend Local Historic District is connected physically by Leeper Park to Riverside Drive Local Historic District. River Bend Local Historic District is, in turn, linked directly to the East Race Waterway that has become a part of the recent history of the city.

Edgewater Place Local Historic District presents a definite opportunity for a physical connection to the river. The residents along Edgewater Drive maintain the riverbank and use it as waterfront property. The University of Notre Dame is another important fixture that is linked to the Local Historic Districts through a visual connection in Edgewater Place Local Historic District. The Notre Dame boat launch is across the river from Edgewater Place Local Historic District. This is an example of two historically significant entities, the Local Historic District and The University of Notre Dame, linking to a third, the river. This is a tie that should be recognized and preserved.

East Wayne Street Local Historic District is tied to the important industry and development of the City of South Bend in a round-about way. Many of the homes built by the tycoons of business and industry are located in East Wayne Street Local Historic District. This is the reason for the establishment of the district which maintains the most historically correct landscape of any of the Local Historic Districts.

Lincolnway East Local Historic District has a tie to the river that is totally ignored. Opening connections to the river, if only visually, would make the district more appealing with a stronger tie to other historic aspects of South Bend.

The history of South Bend is extremely strong with industrial, commercial and educational institutions. The Local Historic Districts present a rich architectural history of the land development in the city. The architectural aspect of history is one easily lost to the possibility of monetary gains. The land is treated in the same fashion.

The landscape elements of the city can tell a story of the community's history. The landscapes in the Local Historic Districts work to tie the individual properties together into a cohesive unit. Standards regulating the alteration of the landscape should be set up to insure that the identifying elements are not defaced and the historical significance lost.

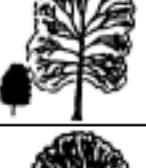
#### **CHOOSING THE RIGHT TREE**

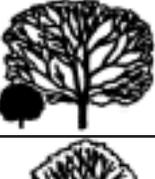
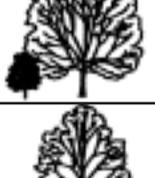
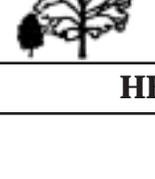
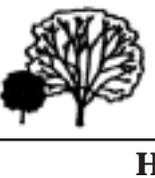
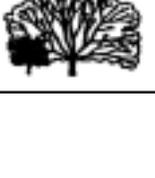
The following charts show a list of hardy trees, tolerant of urban environments, that would be acceptable under South Bend City Ordinance No. 3425. This ordinance specifically prohibits planting of the following species: Catalpa, Soft or Silver Maple, Box Elder, Poplar, Cottonwood, Tree of Heaven, Birch, Horse Chestnut, Willow, Mulberry, Chinese Elm (often confused with the Siberian Elm), Ailanthus, Mountain Ash, Carolina Poplar, Basswood and all nut-bearing trees.

"Form" refers to the shape the tree will have. In each drawing, the small, solid image approximates the tree at 15 years while the larger, outlined image represents the tree at maturity. The branch pattern within the outline shows how the silhouette will appear in winter.

The botanical name is the one to use when purchasing a tree to ensure that the proper species is being selected. The common names can be confused and this type of confusion could result in delivery of the wrong tree. Any reputable nursery will use the botanical name to ensure the proper product is being delivered.

Some basic comments referring to fall color, tolerance, any disease problem or outstanding characteristics are provided as a starting point. The nursery will be able to provide more specific information.

FORM	COMMON NAME	BOTANICAL NAME	COMMENTS
<b>HEIGHT OF 65' OR MORE - TREE LAWN OF NO LESS THAN 6'</b>			
	Sugar Maple	Acer saccharum	Yellow in Fall – not for street
	Ginkgo	Ginkgo biloba	Yellow in Fall – light shade
	American Sweetgum	Liquidambar styraciflua	Yellow/scarlet in Fall
	Tulip Tree	Liriodendron tulipifera	Too large for street
	White Oak	Quercus alba	Move only when young
	Scarlet Oak	Quercus coccinea	Less pollution-tolerant
	Pin Oak	Quercus palustris	Chlorosis Prone
	English Oak	Quercus robur	
	Red Oak	Quercus rubra	Russet in Fall
	Japanese Scholar Tree	Sophora japonica	Messy with fruit and flowers like crabapples (Malus)
	Littleleaf Linden	Tilia cordata	
	Japanese Zelkova	Zelkova serrata	Meant to replace Dutch Elm

FORM	COMMON NAME	BOTANICAL NAME	COMMENTS
<b>HEIGHT OF 50' - MEDIUM TO TALL GROWING - TREE LAWN OF NO LESS THAN 5'</b>			
	Norway Maple	<i>Acer platanoides</i>	Very tolerant, dense shade, narrow spreading branches. Leaves in red in Spring then turns green.
	Columnaris Crimson King Schwedleri		
	Hackberry	<i>Celtis occidentalis</i>	Good urban tree
	Yellowwood	<i>Cladrastis lutea</i>	Nice flower – a bit weak-wooded.
	White Ash "Autumn Purple"	<i>Fraxinus americana</i>	Some disease – many seeds. Seedless variety
	Green Ash "Marshall's Seedless"	<i>Fraxinus pennsylvanica</i>	Hardy Seedless variety
<b>HEIGHT OF 40' - MEDIUM GROWING - TREE LAWN OF NO LESS THAN 5'</b>			
	Green Mountain Maple	<i>Acer saccharum</i> "Green Mt."	More tolerant than Sugar Maple
	Seedless Horsechestnut	<i>Aesculus x plantierensis</i>	No nuts
	Golden Raintree	<i>Koelreuteria paniculata</i>	Very tolerant Decorative pods in Fall
<b>HEIGHT OF 25' - SMALL GROWING - TREE LAWN OF NO LESS THAN 5'</b>			
	American Hornbeam	<i>Carpinus carolina</i>	Strong wood Slow growing
	White Fringe Tree	<i>Chionanthus virginiana</i>	Fragrant flowers. Birds love the berries.
	Sourwood	<i>Oxydendrum arboreum</i>	Ornament in all seasons
	Amur Corktree	<i>Phellodendron amurense</i>	Not for street planting

**APPENDIX C**

*Historic District Liaison Committee*

**1. WHAT IS THE HISTORIC DISTRICT LIAISON COMMITTEE?**

A group of 7 people chosen to work with the residents of the district and the Historic Preservation Commission. (see Part V, General Guidelines, Paragraph C.)

**2. WHO IS ELIGIBLE TO BECOME MEMBER?**

Any property owner in the district, over the age of 18 who volunteers or is nominated.

**3. HOW LONG MUST I SERVE AS A COMMITTEE MEMBER?**

For a one-, two- or three-year period.

**4. HOW OFTEN WILL THE COMMITTEE MEET?**

Every four months. In addition, the Historic Preservation Commission meets once a month on the 3rd Monday of each month, and it is advisable to have a representative from the liaison committee from our district attend each meeting.

**5. HOW IS THE COMMITTEE SELECTED?**

If there are 3 or fewer volunteers or nominees, those persons are the liaisons. If there are more than 3, the property owners in the district will chose 3 by vote.

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**VOLUNTEER FORM FOR LIAISON COMMITTEE FOR  
NORTH SAINT JOSEPH STREET LOCAL HISTORIC DISTRICT**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Please send completed form to: Historic Preservation Commission  
North Saint Joseph Street District Liaison Committee  
County-City Building  
227 West Jefferson Blvd.  
South Bend, Indiana 46601

## *Duties of Historic District Liaison Committee Members*

1. Work and communicate with the residents of the district and the Historic Preservation Commission.
2. Inform and give recommendations to area residents pertaining to the district's standards.
  - a. Meet with new property owners and distribute the standards book along with other pertinent information.
  - b. Notify the Commission of the names and addresses of new owners.
3. Advise Commission of any possible infractions of the historic district standards that may occur with the property owners and work with them toward a solution to the problem.
4. Hold liaison committee meetings once every four months or as situations arise.
  - a. Keep records of all business conducted during these meetings and all other meetings called by the historic district liaison committee.
  - b. Disseminate pertinent information to the district property owners through whatever means available, such as a neighborhood newsletter, flyer, etc.
5. At least one representative of the committee attend the monthly Historic Preservation Commission meeting.
6. Participate in the scheduled revisions and updating of the historic district standards.
7. Make an annual report to the Commission at one of the regularly scheduled meetings.

**APPENDIX D**

*North Saint Joseph Street Local Historic District Street Lighting*

**AGREEMENT BETWEEN  
INDIANA & MICHIGAN ELECTRIC COMPANY AND  
HISTORIC PRESERVATION COMMISSION OF  
SOUTH BEND & ST. JOSEPH COUNTY**

WHEREAS, Indiana & Michigan Electric Company, hereinafter called "I&M," and the Historic Preservation Commission of South Bend and St. Joseph County have a mutual interest in maintaining the character of historic districts and in providing adequate lighting for public ways, the parties now agree as follows:

1. I&M will apply to the Historic Preservation Commission for approval of designs of replacement lamp fixtures which shall be uniform for all Historic Preservation Districts. Thereafter, should a lamp fixture require removal and no replacement lamp fixture of similar design be available from the City or other sources, the pre-approved design will be allowed in the Historic Preservation Districts subject to directions from the South Bend City Engineering Department.
2. In the event a lamp fixture in a Historic Preservation District is damaged, I&M will de-energize and remove the damaged lamp fixture for the public safety; however, no replacement will be made until specific instructions are received from the South Bend City Engineering Department.
3. When historic lamp fixtures or poles are removed from Historic Preservation Districts or in front of any Historic Landmark or when other "old style" lamp fixtures are removed from areas of the city not within Historic Preservation Districts, said poles and fixtures will be made available to, and stored by, the City of South Bend. As replacement lights are required within Historic Preservation Districts they will be drawn from this supply. In the event that there are no historic or "old style" lamps in storage, then the pre-approved design of replacement lamp fixtures, as referred to in paragraph no. 1 above, will be installed.
4. I&M reserves the right to determine when the lamps have been damaged to a point when they cannot be repaired.
5. This Agreement may be cancelled by either party upon the other party giving at least six (6) months notice in writing of its decision to cancel this Agreement.

\_\_\_\_\_  
Jim Cartwright  
*Energy Services Supervisor*

\_\_\_\_\_  
James Allison  
*Division Manager*

\_\_\_\_\_  
John Oxian  
*V.P. Historic Preservation Commission*

\_\_\_\_\_  
JoAnn Sporleder  
*Historic Preservation Commission*