McKinley Historic District Homeowner Preservation Handbook

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This project has been funded in part with Federal funds from the National Park Service, a division of the United States Department of the Interior, and administered by the Kansas Historical Society. The contents and opinions, however, do not necessarily reflect the view or policies of the United States Department of the Interior or the Kansas Historical Society.

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Introduction

Summary

The Newton/North Newton Historic Preservation Commission was awarded a Historic Preservation Fund Grant from the Kansas Historical Society to prepare a handbook for the McKinley Residential Historic District. The Commission contracted with Davis Preservation to carry out the work. Christy Davis conducted a project kickoff meeting with the Commission on May 11, 2013. On June 11, 2013, Davis conducted a public meeting to collect input from property owners. Davis received additional input from staff members and the public through two additional meetings on July 20 and July 25, 2013. On these two dates, property owners were given the opportunity to schedule site visits to discuss funding opportunities and technical challenges for specific projects with City staff and Davis Preservation.

Purpose/Application

The purposes of this document are as follows:

1. To guide choices that will ensure the long-term preservation of district homes.
2. To guide property owners through review processes under state preservation law (see Appendix B) and the historic tax credit program (see Appendix C).
3. To assist the Commission in the review process.

In order to carry out these goals, this document includes a brief summary of the historic district, a list of district properties, a summary of permit processes, information about the local permit process and review under the state preservation law, and information about preservation-related funding.

The Newton/North Newton Historic Preservation Commission

This document is designed in part to guide property owners through the review processes of the Newton/North Newton Historic Preservation Commission, which reviews projects that may affect historic properties, including those in the McKinley Residential Historic District. The Commission, which is appointed by the Mayors of Newton and North Newton, is made up of preservation-related professionals and other interested citizens. The commission has the following mission:

1. To promote the designation of historic properties and landmarks, and the creation of historic districts for the educational, cultural, economic and general welfare of the public;
2. To strengthen the economic base of the cities by the re-vitalization, preservation, protection and enhancement of those structures and districts which reflect outstanding elements of the cultural, artistic, social, economic, political, architectural, historic or other heritage of the cities;
3. To promote the outstanding historical or architectural structures or districts of the cities by promoting civic pride in the history and accomplishments of the past; and
4. To stabilize and improve the aesthetic and economic vitality and values of such structures and districts.

Preservation Laws and the Review Process

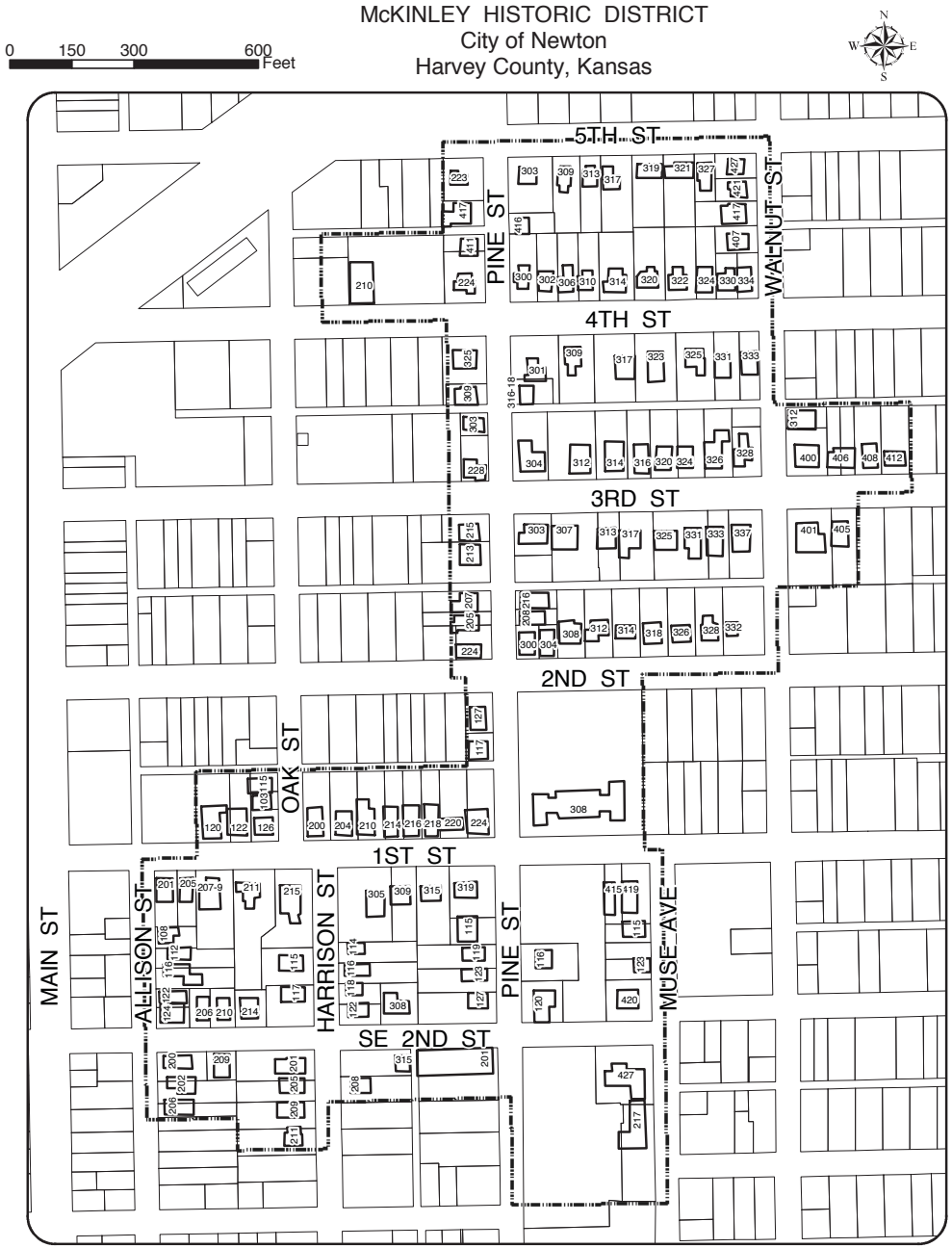
The Commission reviews projects under local law (Newton Ordinance No. 4195) and the Kansas Historic Preservation Statute (K. S. A. 75-2724). Projects in the McKinley Residential Historic District are subject to review under the state preservation statute. The historic review process is outlined on page 58 in the final chapter of this report. Property owners should not commence work before their projects are reviewed.

District Summary

The McKinley Residential Historic District is roughly bounded on the north by Fifth Street, on the south by Southeast Second Street, on the east by Walnut Street, and on the west by Allison Street. The boundaries are marked on the map on page 7. There are 143 parcels within the district. Included are 234 buildings and structures: 135 single-family dwellings; 2 duplexes; 91 outbuildings; a stone wall; and 5 non-residential buildings, including a church, a school, a clinic, and the Bethel Deaconess Home and Dormitory. Since the district was listed on the National Register of Historic Places, one of the houses and its associated outbuilding has been demolished, leaving a vacant lot, and a new infill house has been built on a formerly vacant lot.

Properties within the district are classified as contributors or non-contributors to the district. In order to be designated as a contributor to a historic district, a property must be at least 50 years old and possess historic integrity. Two properties – the Bernhard Warkentin Home and the Neal House – are individually listed on the National Register of Historic Places. Including the buildings that are individually listed on the National Register, 171 buildings are classified as contributors to the historic district. This includes 100 single-family homes, 2 duplexes, the church, the school, and 67 outbuildings. Sixty-three buildings – 39 single-family homes and 24 outbuildings – are classified as non-contributors. Although nearly all of the buildings within the district are more than 50 years old, many are classified as non-contributors because they have non-original siding.

The boundaries of the district, and contributing/non-contributing status of buildings, are illustrated in the map below. The contributing/non-contributing status of buildings is also included in the following chart of district properties, with contributing buildings identified with a "C" and non-contributing identified with an "NC." Contributing buildings, including both residences and outbuildings, are eligible for preservation-related funding. Please note that a property's contributing status may change over time depending upon changes to the building. For instance, if vinyl siding is removed from a residence, its contributing status may be re-evaluated. The below list is current as of July 27, 2013. The Kansas State Historic Preservation Office maintains a current list of district properties and contributing status at http://www.kshs.org/resource/national_register/districtsNRDB/McKinleyResidentialHistoricDistrict.pdf.


McKINLEY HISTORIC DISTRICT
City of Newton
Harvey County, Kansas
0 150 300 600 Feet
N
W
E
S
5TH ST
4TH ST
3RD ST
2ND ST
1ST ST
SE 2ND ST
PINE ST
WALNUT ST
OAK ST
MAIN ST
ALLISON ST
HARRISON ST
MUSE AVE

#	Address			Historic Name	Primary Style	Date		Status
1	210	E	4TH	Congregational Church	Gothic Revival	1886	Doc	C
2	224	E	4TH	House	Queen Anne	1886	Est	C
3	411	N	PINE	Koehn Garage	Craftsman/Bungalow	1926	Est	C
3	411	N	PINE	Koehn House	Craftsman/Bungalow	1926	Est	NC
4	417	N	PINE	Adamson House	Craftsman/Bungalow	1910	Est	NC
5	223	E	5TH	House	National Folk	1880	Est	C
6	303	E	5TH	Vickery-Muse-Spivey Garage	Art Deco	1925	Est	C
6	303	E	5TH	Vickery-Muse-Spivey House	Italianate	1875	Est	C
7	309	E	5TH	House	Prairie	1900	Est	NC
7	309	E	5TH	Outbuilding	Prairie	1900	Est	C
8	313	E	5TH	Schrepel House	Prairie	1918	Est	C
8	313	E	5TH	Schrepel House Outbuilding 1				C
8	313	E	5TH	Outbuilding 2				NC
9	317	E	5TH	McClain House	Queen Anne	1885	Est	C
10	319	E	5TH	Davis-Wiggers Duplex	Split Level	1955	Est	C
11	321	E	5TH	Robertson House	Ranch	1955	Est	C
12	327	E	5TH	House	Ranch	1955	Est	C
13	427	N	WALNUT	Foushee House	Minimal Traditional	1940	Est	C
13	427	N	WALNUT	Outbuilding				C
14	421	N	WALNUT	Stahly House	Craftsman/Bungalow	1927	Est	C
15	415-417	N	WALNUT	Roberts-Hedrick Duplex	Craftsman/Bungalow	1927	Est	C
15	415-417	N	WALNUT	Roberts-Hedrick Garage	Craftsman/Bungalow	1927	Est	C
16	407	N	WALNUT	Nicholson House	National Folk	1900	Est	C
17	334	E	4TH	Tong Garage		1916	Doc	C
17	334	E	4TH	Tong House	Other	1916	Doc	NC
18	330	E	4TH	Turner House	Colonial Revival	1917	Est	C
18	330	E	4TH	Outbuilding				C
19	324	E	4TH	Kirkhuff House	Other	1905	Est	C
19	324	E	4TH	Outbuilding				C
20	322	E	4TH	McArthur House	Prairie	1915	Est	C
21	320	E	4TH	Regier-Lowe House (RAZED)	Queen Anne	1880	Est	NC
22	314	E	4TH	Edwards-Nicholson House	Stick	1885	Est	C
22	314	E	4TH	Outbuilding				C
23	310	E	4TH	Stevens House	Prairie	1885	Est	C
24	306	E	4TH	Class House	Italianate	1885	Est	C
25	302	E	4TH	Seaman House	Queen Anne	1900	Est	C
25	302	E	4TH	Outbuilding 1				C
25	302	E	4TH	Outbuilding 2				C

26	300	E	4TH	Small House	Italianate	1885	Est	NC
26	300	E	4TH	Outbuilding				NC
27	416	N	PINE	Allen House	Colonial Revival	1927	Est	C
28	228	E	3RD	Caveny House	Gothic Revival	1885	Est	NC
28	228	E	3RD	Outbuilding				NC
29	305	N	PINE	Woods House	National Folk	1910	Est	NC
30	309	N	PINE	Shafer House	Queen Anne	1905	Est	C
30	309	N	PINE	Outbuilding				C
31	325	N	PINE	Ice, Fred, House	Colonial Revival	1885	Est	C
31	325	N	PINE	Outbuilding				C
32	301	E	4TH	Neal, Jairus, House	Italianate	1875	Est	NRHP
33	309	E	4TH	Shepherd-Langan House	Queen Anne	1885	Est	C
33	309	E	4TH	Outbuilding				NC
34	317	E	4TH	House	Minimal Traditional	1947	Est	C
34	317	E	4TH	Outbuilding				C
35	323	E	4TH	Somers House	Queen Anne	1885	Est	C
35	323	E	4TH	Outbuilding				NC
36	331	E	4TH	Pierce Garage	Colonial Revival	1947	Est	C
36	331	E	4TH	Pierce House	Colonial Revival	1890	Est	NC
37	333	E	4TH	Benfer House	Shingle	1885	Est	C
37	333	E	4TH	Outbuilding				NC
38	328	E	3RD	Jekyll House	Queen Anne	1884	Est	C
38 b	315	N	WALNUT	House	Queen Anne	1930	Est	C
38 b	315	N	WALNUT	Outbuilding				NC
39	326	E	3RD	McGraw Garage	Queen Anne	1910	Est	C
39	326	E	3RD	McGraw House	Queen Anne	1890	Est	NC
39	326	E	3RD	McGraw House - Stone Wall	Queen Anne	1920	Est	C
40	324	E	3RD	Duff House	Italianate	1880	Est	C
40	324	E	3RD	Outbuilding				C
41	320	E	3RD	Haury Carriage House	Italianate	1885	Est	C
41	320	E	3RD	Haury House	Eclectic	1885	Est	NC
42	316	E	3RD	Simkins Garage	Craftsman/Bungalow	1925	Est	C
42	316	E	3RD	Simkins House	Craftsman/Bungalow	1925	Est	NC
43	314	E	3RD	Young House	Queen Anne	1885	Est	C
43	314	E	3RD	Outbuilding				C
44	312	E	3RD	Woulfe House	Italianate	1885	Est	C
44	312	E	3RD	Outbuilding				C
45	304	E	3RD	Stewart House	Minimal Traditional	1940	Est	C
46	316-318	N	PINE	House	Craftsman/Bungalow	1927	Est	C

46	316-318	N	PINE	Outbuilding				C
47	412	E	3RD	Brucks House	Craftsman/Bungalow	1916	Est	C
47	412	E	3RD	Outbuilding				C
48	408	E	3RD	French House	Craftsman/Bungalow	1927	Est	NC
49	406	E	3RD	Benn House	Tudor Revival	1925	Est	C
50	400	E	3RD	Classen, Anna, House	National Folk	1890	Est	C
50	400	E	3RD	Outbuilding				C
51	312	N	WALNUT	Sievert House	Craftsman/Bungalow	1920	Est	C
51	312	N	WALNUT	Outbuilding				C
52	224	E	2ND	Bender House	Italianate	1880	Est	C
53	205	N	PINE	Dooley-Roberts House	Craftsman/Bungalow	1910	Doc	C
54	207	N	PINE	Plumb House	Prairie	1905	Est	NC
55	213	N	PINE	Rich Garage	Queen Anne	1910	Est	C
55	213	N	PINE	Rich House	Queen Anne	1910	Doc	NC
55	213	N	PINE	Outbuilding 2				NC
56	215	N	PINE	Derby-Caveny Garage		1920	Est	C
56	215	N	PINE	Derby-Caveny House	Other	1905	Est	NC
57	303	E	3RD	Knowlton House	Italianate	1880	Est	C
58	309	E	3RD	Claassen, Cornelius F., Carriage House	Italianate	1885	Est	C
58	309	E	3RD	Claassen, Cornelius F., House	Queen Anne	1885	Est	C
59	313	E	3RD	Smith House	Prairie	1905	Est	NC
59	313	E	3RD	Outbuilding				NC
60	317	E	3RD	Lander House	Queen Anne	1905	Est	C
60	317	E	3RD	Outbuilding				C
61	325	E	3RD	House	Minimal Traditional	1947	Est	NC
61	325	E	3RD	Outbuilding				NC
62	331	E	3RD	Wiebe House	Tudor Revival	1925	Est	C
62	331	E	3RD	Outbuilding				NC
63	333	E	3RD	C.W. Claassen House	Queen Anne	1913	Est	C
63	333	E	3RD	Outbuilding				C
64	337	E	3RD	Buck House	Queen Anne	1885	Est	C
64	337	E	3RD	Outbuilding				C
65	401	E	3RD	Goerz House	Colonial Revival	1905	Est	C
65	401	E	3RD	Outbuilding				C
66	405	E	3RD	Haury House	Prairie	1905	Est	C
66	405	E	3RD	Outbuilding				NC
67	332	E	2ND	House (RAZED)	Italianate	1885	Est	NC
67	332	E	2ND	Outbuilding				C
68	328	E	2ND	Reid House	Prairie	1910	Est	C

68	328	E	2ND	Outbuilding				C
69	324	E	2ND	House	Prairie	1920	Est	C
69	324	E	2ND	Outbuilding				C
70	318	E	2ND	Freeman Garage	Prairie	1910	Est	C
70	318	E	2ND	Freeman House	Italianate	1880	Est	NC
71	314	E	2ND	House	Colonial Revival	1927	Est	C
71	314	E	2ND	Outbuilding				C
72	312	E	2ND	Reiger House	Queen Anne	1885	Est	NC
72	312	E	2ND	Reiger Carriage House	Queen Anne	1885	Est	C
72	312	E	2ND	Reiger Garage	Other	1955	Est	C
73	308	E	2ND	House	National Folk	1905	Est	C
73	308	E	2ND	Outbuilding				NC
74	304	E	2ND	Comp House	Craftsman/Bungalow	1918	Est	C
75	300	E	2ND	Hewitt House	Craftsman/Bungalow	1916	Doc	C
76	206	N	PINE	Plumb House	Craftsman/Bungalow	1916	Doc	C
77	216	N	PINE	Brown Garage	Prairie	1916	Est	C
77	216	N	PINE	Brown House	Prairie	1916	Est	NC
78	120	E	1ST	van Aken House	Queen Anne	1900	Est	NC
78	120	E	1ST	Outbuilding				NC
79	122	E	1ST	Conway House	Craftsman/Bungalow	1905	Est	C
80	126	E	1ST	Foltz House	Italianate	1880	Est	NC
81	103	N	OAK	Dotson House	Craftsman/Bungalow	1915	Est	C
82	115	N	OAK	Ellifritz House	Craftsman/Bungalow	1912	Est	NC
83	200	E	1ST	Smolt House	Queen Anne	1905	Est	NC
84	208	E	1ST	House	Queen Anne	1885	Est	C
84	208	E	1ST	Outbuilding				C
85	210	E	1ST	House	Queen Anne	1885	Est	NC
86	214	E	1ST	Gingrass House	Craftsman/Bungalow	1926	Est	C
86	214	E	1ST	Outbuilding				C
87	216	E	1ST	Stapf House	Craftsman/Bungalow	1923	Est	C
87	216	E	1ST	Outbuilding				C
88	218	E	1ST	Toms, Fred, House	Craftsman/Bungalow	1923	Est	C
89	220	E	1ST	Mullins House	Colonial Revival	1917	Est	C
89	220	E	1ST	Outbuilding 1				C
89	220	E	1ST	Outbuilding 2				C
90	224	E	1ST	Grover House	Queen Anne	1909	Est	C
91	117	N	PINE	House	Craftsman/Bungalow	1920	Est	NC
91	117	N	PINE	Outbuilding		1920	Est	C
92	127	N	PINE	House	Folk Victorian	1915	Est	NC

92	127	N	PINE	Outbuilding				NC
93	308	E	1ST	McKinley Grade School	Colonial Revival	1938	Doc	C
94	201	E	1ST	House	Prairie	1910	Est	NC
94	201	E	1ST	Outbuilding				NC
95	205	E	1ST	Castle House	Prairie	1905	Est	C
96	207-209	E	1ST	House	Tudor Revival	1925	Est	C
96	207-209	E	1ST	Outbuilding				C
97	211	E	1ST	Warkentin, Bernhard, Carriage House	Queen Anne	1887	Est	NRHP
97	211	E	1ST	Warkentin, Bernhard, Residence	Queen Anne	1887	Est	NRHP
98	215	E	1ST	Warkentin, Carl, House	Colonial Revival	1912	Est	C
99	115		HARRISON	Benfer House	Tudor Revival	1930	Est	C
99	115		HARRISON	Outbuilding				C
100	117		HARRISON	Moore House	Prairie	1900	Est	C
100	117		HARRISON	Outbuilding				NC
101	214	SE	2ND	Hertzler House	Colonial Revival	1930	Est	C
101	214	SE	2ND	Outbuilding				C
102	210	SE	2ND	Bochaus House	Craftsman/Bungalow	1917	Est	C
102	210	SE	2ND	Outbuilding				C
103	206	SE	2ND	Sloan House	Craftsman/Bungalow	1926	Est	C
103	206	SE	2ND	Outbuilding				C
104	124		ALLISON	Robinson House	Stick	1880	Est	C
105	122		ALLISON	Trousdale House	Craftsman/Bungalow	1926	Est	C
105	122		ALLISON	Outbuilding				C
106	116		ALLISON	Hunt House	Craftsman/Bungalow	1911	Est	C
107	112		ALLISON	Shirley Garage	Other	1910	Est	C
107	112		ALLISON	Shirley House	National Folk	1900	Est	NC
108	108		ALLISON	Means House	National Folk	1880	Est	NC
109	305	E	1ST	Reese House	Italianate	1879	Doc	C
109	305	E	1ST	Outbuilding				NC
110	309	E	1ST	W.W. Regier House	Colonial Revival	1923	Est	C
110	309	E	1ST	Outbuilding				C
111	315	E	1ST	H.D. Hurst House	Colonial Revival	1923	Est	C
111	315	E	1ST	Outbuilding				C
112	319	E	1ST	Dickey House	Colonial Revival	1925	Est	C
112	319	E	1ST	Outbuilding				C
113	115	S	PINE	Trousdale House	Dutch Colonial Revival	1920	Est	C
114	119	S	PINE	Ely House	Colonial Revival	1915	Est	C
115	123	S	PINE	Graham Garage	Craftsman/Bungalow	1915	Doc	C
115	123	S	PINE	Graham House	Craftsman/Bungalow	1915	Doc	NC

116	127	S	PINE	Ramsey House	Dutch Colonial Revival	1927	Est	C
116	127	S	PINE	Outbuilding				C
117	308	SE	2ND	Brown House	Craftsman/Bungalow	1920	Est	NC
118	122		HARRISON	Reese House	Other	1909	Est	C
119	118		HARRISON	Wilcox House	Other	1909	Est	C
120	116		HARRISON	Kinney House	Other	1912	Est	C
120	116		HARRISON	Outbuilding				NC
121	114		HARRISON	House	Other	1910	Est	C
122	415	E	1ST	House	Queen Anne	1910	Est	C
122	415	E	1ST	Outbuilding				C
123	419	E	1ST	Voth House	Queen Anne	1885	Est	C
123	419	E	1ST	Outbuilding				NC
124	115	SE	MUSE	Schmutz House	Craftsman/Bungalow	1920	Est	C
124	115	SE	MUSE	Outbuilding				NC
125	123	SE	MUSE	Loewen House	Other	1912	Est	C
126	420	SE	2ND	Suderman House	Queen Anne	1905	Est	C
126	420	SE	2ND	Outbuilding				C
127	120	S	PINE	Outbuilding	Other	1927	Est	C
127	120	S	PINE	House	Colonial Revival	1927	Est	NC
128	116	S	PINE	House	Craftsman/Bungalow	1915	Est	NC
128	116	S	PINE	Outbuilding	Other	1925	Est	C
129	200		ALLISON	Kemper House	Queen Anne	1900	Est	C
129	200		ALLISON	Outbuilding				C
130	209	SE	2ND	Parris House	Prairie	1910	Est	C
131	201		HARRISON	Miller House	Queen Anne	1885	Est	C
131	201		HARRISON	Outbuilding				C
132	205		HARRISON	Thomas House	Queen Anne	1885	Est	NC
132	205		HARRISON	Outbuilding				NC
133	209		HARRISON	Congdon House	Italianate	1880	Est	C
133	209		HARRISON	Outbuilding				C
134	211		HARRISON	McIntire House	Prairie	1916	Est	C
134	211		HARRISON	Outbuilding				NC
135	206		ALLISON	Hayes House	National Folk	1890	Est	C
135	206		ALLISON	Outbuilding				NC
136	202		ALLISON	House	Craftsman/Bungalow	1945	Est	NC
137	208		HARRISON	Locke House	Other	1910	Est	C
137	208		HARRISON	Outbuilding				C
138	315	SE	2ND	House	Minimal Traditional	1950	Est	C

139	201	S	PINE	Bethel Clinic	Modern/Modern Movement	1953	Est	C
140	427	SE	2ND	Bethel Deaconess Home	Craftsman/Bungalow	1910	Doc	C
141	217		MUSE	Bethel Deaconess Home - Student Housing Facility	Colonial Revival	1926	Doc	C
142	325	E	4TH	House	Neo-Victorian	2008	Doc	NC

A Brief History of the District

The McKinley Residential Historic District is a core residential neighborhood that has been home to Newton's elite and white collar workers beginning with the first permanent residential construction in the mid 1870s. The first homes were built by the town founders who bet on the community's future success by purchasing entire city blocks, building stately mansions and planning to subdivide their land for future development. Because of the neighborhood's proximity to downtown Newton, to neighborhood schools, and to the district offices of the Atchison, Topeka and Santa Fe Railroad, it was a highly desirable location for the city's middle- and upper-middle-class residents from the 1870s through the 1920s. The neighborhood experienced peaks in construction during the 1880s real estate boom, when town founders built and speculated in Italianate and Queen Anne homes; in the first decade of the twentieth century, when simpler homes were built to accommodate railroad executives and professionals who came to work for the railroad after Santa Fe named Newton a division point in 1897; and during the roaring 1920s, when Newton's population doubled from 5000 to 10,000, spurring the subdivision of early estates and demolition of some early homes for the construction of bungalows and duplexes. Beginning in the late 1920s, continuing through the postwar period, automobile ownership allowed for the development of outer-ring suburban developments at the same time the McKinley district was fully developed.

Architectural Styles

National Folk (8)

Many of the homes built in Newton in the late nineteenth and early twentieth-century do not fall into a particular architectural style. These homes were often built during the earliest period of development, the early 1870s, as well as during economic downturns, such as during the economic downturn in the 1890s. Also known as farmhouses, National Folk houses generally fall into one of six categories: gable-front, gable-front and wing, hall and parlor, I-house, side-gabled massed-plan, and pyramidal. In Kansas, these homes are generally constructed using lightweight balloon-frame techniques, which proliferated with the mass-production of nails and availability of milled dimensional lumber shipped by railroad. Their architectural character is found in their form, usually a combination of masses with gable roof forms or a single mass with pyramidal roof. Most urban Kansas examples are gable-fronts with wings. A common historic color palette for these homes was white with black trim. The homes were being built as late as 1912 when Sears offered its gable-front with wing kit house "The Concord" (Model #114) in its catalog of mail-order kit houses. Eight of the homes the McKinley Residential Historic District are classified as National Folk.

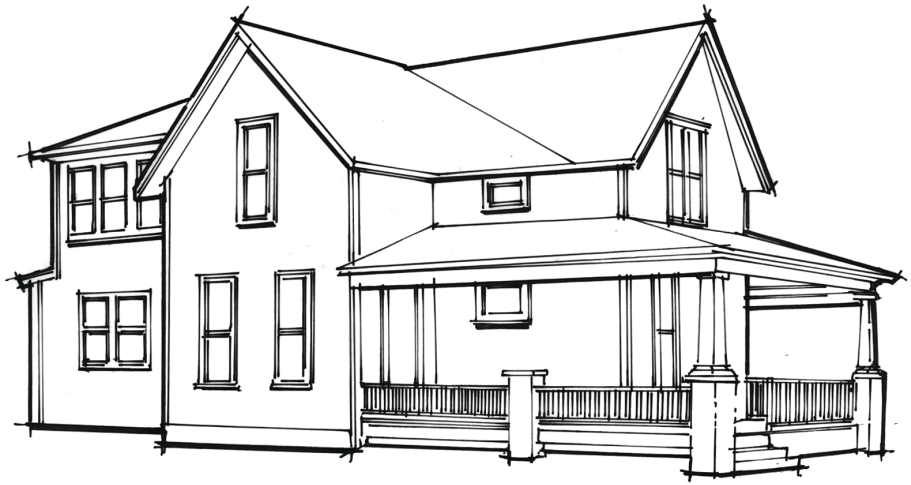


Figure 1: This National Folk home at 206 Allison was built in ca. 1890.

Gothic Revival (2)

The Gothic Revival style, which took its cues from Medieval architecture, was a popular residential style from 1840 to 1880. Like the Italianate style (see below), Gothic Revival was popularized by pattern books, such as Andrew Jackson Downing's Cottage Residences (1842) and The Architecture of Country Houses (1850) and Alexander Jackson Davis's Rural Residences (1837). Character-defining features of Gothic Revival residences include centered gables on steeply pitched roofs, decorated vergeboards, pointed-arched windows, and one-story full-width front porches. Gothic Revival homes are generally symmetrical in design. Warm tones, like reds, browns and yellows, are appropriate exterior colors for high-style examples; white is appropriate for simpler homes. High-style examples of residential Gothic Revival are rarely found in Kansas. By the time Newton was founded in 1871, the Gothic Revival style was fading in popularity. There are two examples in the district – one single-family residence and the Congregational Church.

Figure 2: : The principal Gothic Revival feature on the simple Caveny House at 228 E. 3rd is a centered gable.

Italianate (15)

Among Newton's first permanent residences were Italianate style homes commissioned by the town's founders, including William Vickrey, John Reese and Jairus Neal, all of whom built homes on corners of large parcels of land that they later subdivided for profit. Popular from 1840 to 1885, Italianate is classified as both a Late Victorian style and as one of the Romantic House styles. Like homes of other Romantic Styles, which also include Greek Revival, Gothic Revival, and Exotic Revivals, Italianate homes are generally symmetrical in massing. Like those of Late Victorian homes, their massing and features are generally vertical. For instance, windows are tall and narrow. Like Gothic Revival and other Romantic styles, Italianate homes were popularized by the pattern books, including those by Andrew Jackson Downing and Alexander Jackson Davis. Character-defining features of Italianate homes include shallow hipped roofs, overhanging eaves with eave brackets, and tall narrow windows (usually 2/2) with hood molds. Appropriate exterior colors include pastels and earth tones. Fifteen homes in the McKinley Residential District are classified as Italianate.

Figure 3: The Neal House at 301 E. 4th, a high-style example of Italianate, is individually listed on the National Register of Historic Places.

Queen Anne (29)

Queen Anne was the style of choice during the 1880s real estate boom. Among the prominent citizens who built Queen Anne homes at that time were milling mogul Bernhard Warkentin and banker C. F. Claassen. During the boom, James and Thaddeus Ragsdale, best known today for their opera house venture, built Queen Anne homes "as fast as they … [could] build them." Queen Anne was the predominant residential architectural style nationwide from 1880 to 1910. The style proliferated through home plan catalogs such as those distributed by Kansas native George Barber, who published such catalogs in Knoxville, Tennessee during the late nineteenth century. Queen Anne homes are asymmetrical in massing with highly pitched hipped roofs with lower cross gables. There are two principal Queen Anne subtypes: the Spindlework subtype, found in homes built in the 1880s and 1890s, with its delicate applied ornament, turned columns, spindlework, and diverse wall textures like fish-scale shingles; and the Free Classic subtype, employed in the early twentieth century, with its shallower roofs, streamlined design and classical ornamentation, such as Tuscan columns. Other character-defining features include wrap-around porches, towers and decorative vergeboards. The majority of early twentieth century examples are one-story cottages with wrap-around porches. Some late Queen Anne examples are influenced by the Comfortable House phenomenon, with gable returns and pent roofs. Whereas many examples of Queen Anne homes in Eastern Kansas towns are constructed of brick, most statewide are balloon-framed. Spindlework Queen Annes employed a variety of colors, often earth tones, reds and yellows. A simpler, less contrasting, color palette is more appropriate for Free Classic examples. Twenty-nine of the homes within the McKinley Residential Historic District are classified as Queen Anne.

Figure 4: The Bernhard Warkentin House, a high-style example of Queen Anne architecture, was built during the 1880s real estate boom.

Prairie/Foursquare (15)

Boomtime overbuilding left Newton with an excess of homes for subsequent decades. Still, new homes were constructed in the early twentieth century, in part to fulfill the need to house railroad employees after the Santa Fe railroad designated Newton as a division point. The Prairie Style, popular in the United States from 1900 to 1920, includes both high-style examples, inspired by early architects like Frank Lloyd Wright, and vernacular examples, promoted by mail-order catalogs. The style gained popularity after Frank Lloyd Write published his Prairie Style designs in popular magazines including *Ladies Home Journal*. Character-defining features include shallow hipped roofs, wide overhanging eaves, multi-pane windows, and massive porch supports. Although there are very few high-style examples in Kansas, there are many vernacular examples in the form of the American Foursquare. Foursquares tend to have shallow hipped roofs pierced with dormers, full-width porches, symmetrical designs, and cubed massing. Foursquares were built during the same time period as Homestead Houses, and, therefore, often share stylistic details including temple fronts. Common colors included browns, yellows grays and/or greens with white or off-white trim. Fifteen homes in the McKinley Residential Historic District are classified as Prairie/Foursquare.

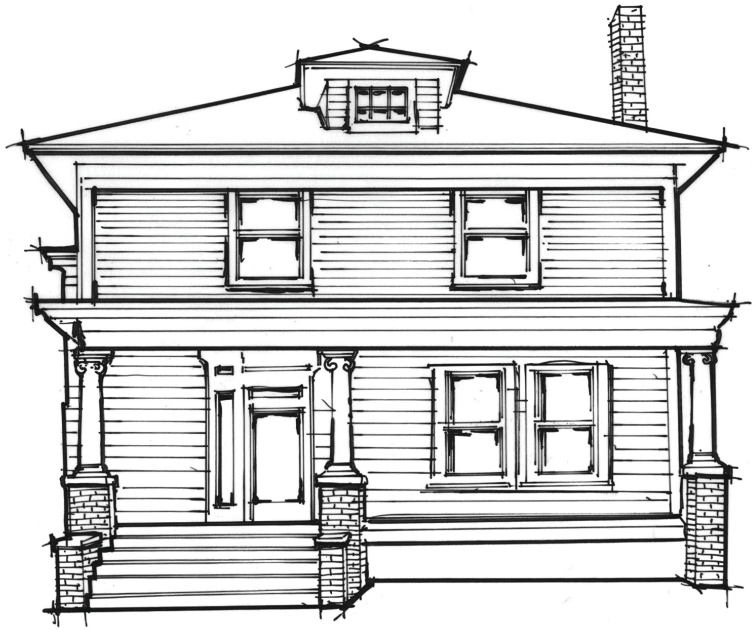


Figure 5: Although this house at 328 E. 2nd has classical revival columns, its cubed massing, shallow hipped roof and full-width front porch are quintessential Foursquare features.

Bungalow/Craftsman (30)

Nearly one-fourth of all the homes in the district are Craftsman style, often facing east or west from the backs of earlier-developed lots. Apparently, owners of these earlier homes saw opportunity in the 1910s and 1920s building boom. The Craftsman Bungalow, inspired by the work of California designers Greene and Greene, was the predominant American architectural style from 1910 to 1930. The earliest-known Kansas example is the Bullene House at 1185 Fillmore in Topeka, designed in 1909 by architect Walter Root, brother of John Wellbourn Root. By 1920, bungalows dominated American residential architecture. As the United States became more urban, families grew smaller, and families spent more leisure time outside the home, homes became smaller, cleaner, and more efficient. Bungalows generally have low-pitched front-gabled roofs or side-gabled roofs with dormers. Other character-defining features include wide overhanging eaves, exposed rafters, decorative beams, massive porch supports with square or battered piers, and multi-pane windows of various sizes, sometimes in groups of three. Appropriate paint colors include warm earth tones including greens, browns, coppers and yellows. Thirty homes in the McKinley Residential District are classified as Craftsman/ Craftsman Bungalow.

Figure 6: This Craftsman duplex at 415-417 N. Walnut features shallow gabled roofs, exposed rafter tails and square brick piers.

Homestead/Temple House (15)

The Homestead House is one of the early twentieth-century vernacular house types identified by Alan Gowans as "Comfortable Houses." Common in first-ring suburbs and offered by catalog companies like Sears, Comfortable Houses had open floor plans, spacious rooms, and "modern" conveniences, including sanitary kitchens and laundry chutes. Homestead Houses are generally 1 ½ or 2 stories in height and have front gabled roofs with gable returns. Their gabled roofs are often interrupted on side elevations with cross wall gables or dormers. In Kansas, they tend to have full-width shallow-hipped or shallow-gabled front porches with porch supports that stand in as temple fronts. Other porches have shallow gabled roofs with pediments. Although these homes often incorporate new building technologies and materials, such as formed concrete block foundations, Homestead Houses often have features that harken back to earlier times. For instance, many of these homes have decorative Queen Anne shingles in the gables. Others have Craftsman or Colonial Revival features, like battered Craftsman porch supports, Tuscan columns or Palladian windows. Homestead Houses are sometimes included as a gable-front subcategory of National Folk houses.

Figure 7: This home at 208 Harrison is a Homestead/Temple House. The porch under the main roof, with its brick piers, is rare.

Tudor Revival (4)

Tudor Revival homes are rare in the district because their wide massing required large parcels, most of which had already been developed before Tudor Revival came into vogue. Popular until 1940, most residential examples of Tudor Revival date to the 1920s, when they were built alongside other revival-style homes, such as Colonial Revival and Dutch Colonial Revival. Tudor Revival homes include high-style two-story examples with combinations of materials including stone, brick and half-timbering. More common are Tudor Revival cottages – simpler 1 ½ story masonry or clapboard examples. Character-defining features of Tudor Revival include asymmetrical massing, masonry (often red brick), steeply pitched roofs with overlapping and/or sloped gables, multi-pane windows, patterned stonework, rounded arched openings, and half-timbering. Appropriate colors include browns, reds and white. Four of the homes in the district are classified as Tudor Revival.

Figure 8: The Benfer House is a high-style example of Tudor Revival.

Colonial Revival (16)

Although Colonial Revival homes, with their horizontal massing, have some of the same challenges as Tudor Revival homes, they are more common in the district. This is due in part to the fact that the style enjoyed two periods of popularity, the first in the 1890s. Colonial Revival homes gained popularity following the 1893 Columbian Exposition, where Massachusetts exhibitors reconstructed the John Hancock House and Virginians built a replica of Mt. Vernon. With the exception of high-style examples such as those executed from designs by famed architects McKim, Mead and White, Colonial Revival was first realized through subtle application of stylistic details, such as Palladian windows, to late Queen Anne or Foursquare homes. The Colonial Revival style finally came into its own in the 1910s and 1920s, when a growing middle class and the Nouveau Riche sought not only to portray a sense of permanency, but also to associate with the patriotic values that became more fervent with the advent of World War I. The designs also conformed to the Progressive-Era tenet of simplicity, a reaction to the complexity of Victorian design. Like the growing auto suburbs, the Colonial Revival Style was unique to the United States. By the 1920s, revival-style homes, including Colonial Revival, Dutch Colonial Revival and Tudor Revival, filled thousands of American subdivisions. Dutch Colonial Revival, first popularized by New York Architect Aymar Embury II, was inspired by the simple buildings constructed by Dutch immigrants who settled in New York's Hudson River Valley. Side-gambrelled roofs gained popularity in the 1920s and 1930s. Appropriate colors include muted cool tones such as grays and whites with black, blue or bright green trim. Sixteen homes within the district are classified as Colonial Revival.

Figure 9: This Dutch Colonial Revival style home is at 416 N. Pine.

Minimal Traditional (5)

Between 1940 and 1960, Newton scrambled to house a growing population; the number of residents nearly doubled. Although many of the new homes were built in newer subdivisions, including Parkview Heights and Morningside, a few homes were built in the McKinley district in the postwar years. The Minimal Traditional style was a transitional movement between the revival styles of the 1930s and the Ranch style in the 1950s. Minimal Traditional homes were constructed during the Great Depression, World War II, and immediate post-war years, when the economic times and subsequent materials scarcity required efficiency in construction. Minimal Traditional homes are generally 1-story or 1 ½ stories in height and generally have shallow gabled roofs with abbreviated eaves, sometimes with lower front gables. Other character-defining features include multi-pane windows and simple chimneys. They lack the architectural details of Colonial Revival homes. They are not elongated like Ranch houses. After the war, Americans gravitated toward cheery colors, including pale pinks, yellows and blues. There are five Minimal Traditional homes in the district.

Figure 10: The home at 304 E. 3rd is a high-style example of Minimal Traditional architecture.

Ranch/Split Level (3)

Although the McKinley Residential District was fully developed well before World War II, a few post-war homes replaced earlier structures, including at least one that was destroyed by fire. Ranch homes filled American suburbs from 1950 to 1975. As cars replaced streetcars and the interurban railroad, Newton residents moved to new developments farther from downtown. This departure from density inspired a new architecture of rambling ranches, homes whose square footage stretched out over one level. Character-defining features include shallow hipped roofs, low-lying horizontal massing, wide overhanging eaves, picture windows, and built-in garages. By 1955, split-level homes created multi-story alternatives to ranch houses. Split-level homes allowed for the separation of quiet living spaces, such as bedrooms, from noisy public spaces such as garages and kitchens. Appropriate colors include muddied tones such as grays and avocado green. Three homes in the district fall into this category.

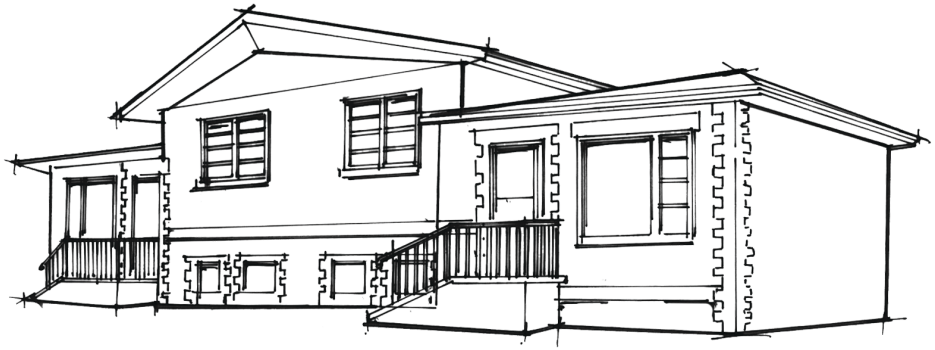


Figure 11: The home at 319 E. 5th is a split level duplex.

Outbuildings

The majority of nineteenth and early twentieth-century city dwellers did not have their own carriages or teams of horses. Those who could not afford their own rigs rented them from livery stables, where some city dwellers also stored their own teams and carriages. Those who could afford both the teams and buildings to house them, built carriage houses, sometimes in an architectural style similar to that used on the house. When the city's wealthiest citizens bought the earliest automobiles, they stored their cars in carriage houses. Some early car owners rented parking spaces in auto garages, downtown buildings that followed the livery stable model. By the late 1910s and early 1920s, as mass-production drove down the cost of automobiles, cars outnumbered horses. During the 1920s, families built small one-car garages, available through mail-order catalogs or lumberyard kits. The district includes 92 outbuildings. Contributing outbuildings qualify for preservation-related funding.

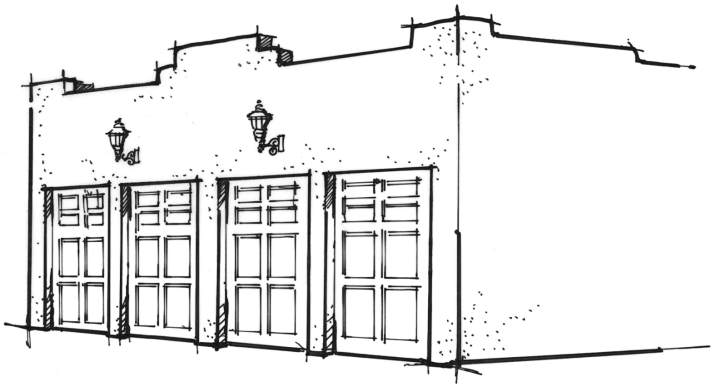


Figure 12: The garage at the Vickrey-Muse House at 303 E. 5th was built in ca. 1925 as an auto garage.

Recommendations

General Recommendations

Some basic advice:

1. Respect the rhythms, setbacks and character of the neighborhood.

2. Maintain properties to avoid costly repairs.

3. When architectural features or materials are deteriorated, repair rather than replace. (Historic wood is often old-growth wood, which is better quality than new wood. If repaired, it will last longer than new wood.)

4. If materials are deteriorated beyond repair, replace to match the existing in materials, design and appearance. For instance, replace wood with wood.

5. Do not remove historic materials or details that characterize the historic property's architectural style, such as spindlework or rafter tails.

6. Do not add materials or details that are inappropriate to the building's architectural style. For instance, do not add Queen Anne details to a bungalow, which is simple by design.

7. Do not use buildings for a new use that could compromise its historic character.

Basic Preservation Treatment Approaches

Below are recommendations for various project types on buildings within the McKinley Residential Historic District. For common project types, the recommendations are followed by sample language that can be used by property owners when applying for financial incentives or when applying for local or state design review. Recommendations are based upon the Secretary of the Interior's *Standards for Rehabilitation* (see Appendix A), standards used nationwide for review under preservation laws and preservation-related funding programs. Note: Every project is different. This document is not intended to fit every building or situation. Be sure to discuss project specifics with the city preservation planner and/or the State Historic Preservation Office.

Uses

Background:

The overwhelming majority of buildings in the McKinley Residential Historic District were built as single-family residences, at a time when stately homes provided living quarters for large families and servants, as well as ample space for entertaining. In some instances, particularly during the postwar housing shortage, outbuildings and upper stories of homes were converted to apartments. The neighborhood is currently zoned R-2 to allow for use as single-family or two-family homes. Other uses, such as multi-family or bed and breakfast, require special or conditional use permits.

Recommendations:

A historic building should be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. The most appropriate use for a home in the McKinley Residential Historic District is its historic use, generally single-family housing. If used for other purposes, such as multi-family or bed and breakfast, the use should be accommodated with minimal changes to the building and site. For instance, parking for a bed and breakfast use should be off the alley or off an existing curb cut so as to limit the visual impact on the district.

Tips

1. Projects on non-income-producing properties, such as owner-occupied residences, may qualify for state historic tax credits.
2. Projects on income-producing properties, such as rental houses and bed/breakfasts, may qualify for both state and federal historic tax credits.

Roofs

Background:

Roofs are essential not only to maintaining the building envelope, but also to conveying a building's historic character. For instance, Queen Anne homes can often be identified solely based upon their steeply pitched hipped roofs with lower cross gables (see Figure 4). A bungalow can be spotted by its low-pitched gabled roof with exposed rafter tails (see Figure 6). The appropriateness of a roof's form or roofing materials can only be determined on a building-by-building basis. Within the district, there are front-gabled bungalows, side-gabled Colonial Revival and Minimal Traditional homes (see Figures 9 and 10), and hipped Queen Annes (see Figure 4). Regardless of the various roof forms, the vast majority of the homes in the McKinley Residential Historic District have composition shingle roofs.

Recommendations:

Overall Form
As noted above, a home's roof shape is essential to its character. In general, changes to rooflines should be avoided. The addition of dormers or other elements constructed as part of expanding usable space, within attics for instance, may be appropriate provided these new elements are not visible from the public right-of-way (see "Additions" below). Adding new roof elements that were not part of the original building design is generally not recommended. For instance, visible dormers should not be added where they were not part of the historic design.

Figure 13: This home at 208 Harrison has a gabled roof.

Materials
It is reasonable to conclude that the majority of homes in the McKinley Residential Historic District had wood, composition shingles or terne metal as their original roofing material. The majority of roofs within the historic district are now clad with composition shingles. Composition shingles are therefore appropriate to the character of the homes in the district. Any proposal to change roofing material should be carefully evaluated. Replacement with wood shingles, for instance, will require additional ventilation. Wood shakes, metal, clay tile or slate roofing materials are generally inappropriate for homes in the district. Roofing materials other than composition and wood shingles should only be considered if documentation shows that they were used on the home historically. This is important not only to maintaining a home's historic character, but also its structural integrity as the roof structure may not be adequate to carry heavy roofing materials such as clay tile or slate. New materials and features, such

as skylights, solar panels and mechanical or service equipment, are appropriate only when they are not visible from the public right-of-way.

Deteriorated Features

Deteriorated roof features, including cupolas, dormers, chimneys, soffits, fascia, etc. should be repaired rather than replaced or removed. Where the severity of deterioration requires replacement, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. It is inappropriate to cover soffits and fascia with artificial siding, not only because it has a different appearance, but also because it can conceal and worsen water problems.

Missing Features

Replacing missing roof features, including cupolas, dormers, chimneys, etc., is appropriate only when there is pictorial documentation or other evidence of the missing features. Replacement of the missing feature should be based on the documented historic appearance.

Figure 14: Like many foursquares, the house at 328 E. 2nd has a hipped roof.

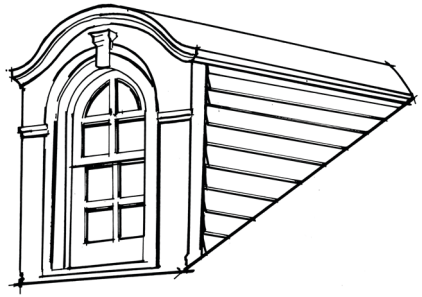


Figure 15: Dormers are found on many early twentieth century house styles, including Colonial Revival and Homestead Houses like this one

Tips

1. Many roof projects are funded in total or part with insurance proceeds. Please keep in mind that you cannot claim state historic tax credits on insurance proceeds.
2. Expenditures on projects that alter the volume of a historic building, including additions that may alter the volume of the roof, do not qualify for historic tax credits.
3. Wherever possible, repair deteriorated features. Keep in mind that historic features are often made of old-growth wood, which if repaired will last longer than new wood.

Links/Sources

Preservation Brief #4: Roofing for Historic Buildings, http://www.nps.gov/history/hps/tps/briefs/brief04.htm

Sample Tax Credit Form

NUMBER 1	Architectural Feature:	Roof
	Approx. Date of Feature:	1990

Describe existing feature and its condition:

Existing roof is clad with composition shingles over plywood decking. Shingles are in deteriorated condition.

Photo no.	1, 2, 3, 4	Drawing no.	A1

[Add info on gutters or other features like dormers]

Describe Work and impact on existing feature:

Remove existing shingles to decking. Evaluate decking and flashing. Replace decking and flashing in kind where necessary. Install new composition shingles over repaired decking according to manufacturer's instructions and in accordance with Preservation Brief #4: Roofing for Historic Buildings. [Note any work related to gutters and/or dormers]

Windows

Background:

Windows are important in conveying a home's historic character and architectural style. Gothic Revival and National Folk homes often have tall narrow window openings with 2/2 or 1/1 double-hung sash (see Figure 15). Queen Anne homes often have a mix of window types, which can include 1/1 double-hung sash and fixed-in-place feature windows. Prairie, Bungalow and Colonial Revival homes generally have multi-pane windows (see Figure 17). The majority of the homes in the McKinley Residential Historic District retain their original wood windows.

Recommendations:

Overall
Because they are important in conveying historic character, original windows should be maintained and preserved whenever possible.

Deteriorated Features
If window elements, such as rails, stiles and glass, are deteriorated or missing, they should be replaced in kind. Windows that are deteriorated beyond repair should be replaced with new windows that match the overall measurements and details of historic windows (see tips below). Consider sash replacement instead of replacing the sash and frames.

Missing Features
Where historic windows are missing or have been replaced, new windows should be compatible with the architectural style of the house and should fill the historic window openings. Where original windows are missing, wood windows, or aluminum-clad windows are appropriate replacements. Vinyl windows are inappropriate for this historic district.

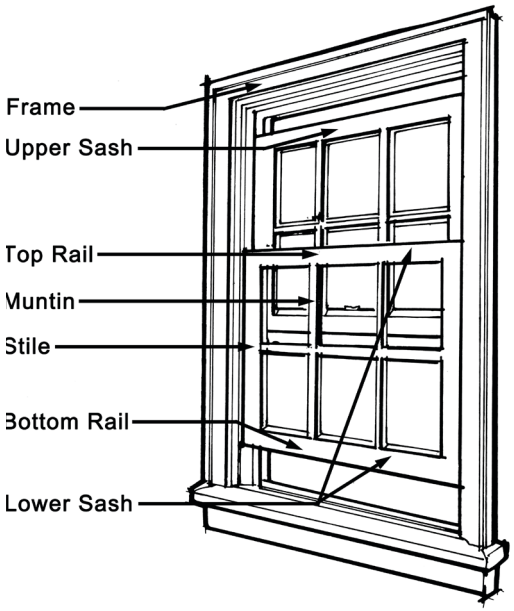


Figure 16: Anatomy of a Window

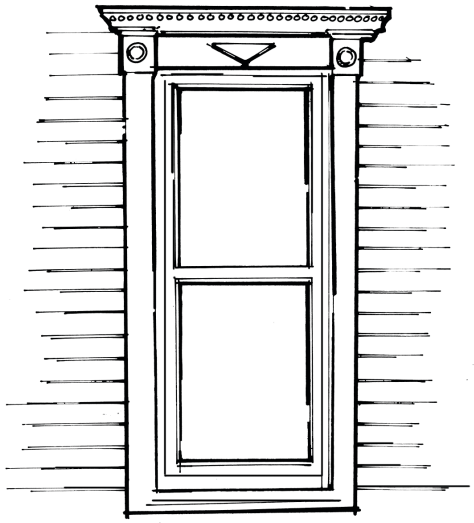


Figure 17: 1/1 Double-Hung Window

Tips

1. To improve the energy efficiency of wood windows, maintain with putty, caulking and weatherstripping, then install storm windows. Wood or enameled aluminum storm windows are best. Be sure that the storms are either a single fixed pane within a frame or that the meeting rail aligns with the meeting rail of your historic window.
2. The quality of historic windows, because they were milled of old-growth wood, is generally better than what can be purchased today. A maintained historic window will generally out-last a new window, which may only have a lifespan of 5-10 years.
3. Tax credit reviewers will only allow replacement windows where it can be documented that original windows are missing or deteriorated beyond repair. To do this, you will need to take photographs of deteriorated windows and provide measured drawings of existing and proposed windows. You will need to demonstrate that the dimensions of proposed new windows match those of historic windows.

Links/Sources

Preservation Brief #9: The Repair of Historic Wooden Windows, http://www.nps.gov/history/hps/tps/briefs/brief09.htm

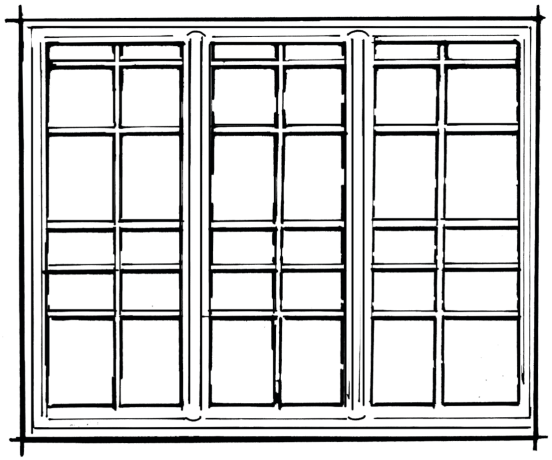


Figure 18: Casement Window

Figure 19: Bay Window with Multi-Pane Sash

Sample Tax Credit Form

NUMBER	Architectural Feature:	Windows
1	Approx. Date of Feature:	1900

Describe existing feature and its condition:

Existing windows are historic [double hung or casement] [1/1, 6/1, etc] wood windows [with storm windows]. Paint is peeling and rails are rotting. Windows no longer operate. Caulking and putty have failed, causing windows to leak.

Photo no.	1, 2, 3, 4	Drawing no.	A1

Describe Work and impact on existing feature:

Examine wood windows. Remove sash if necessary for repair. Use epoxy consolidant and putty to repair damaged or rotted frames, stiles and rails. Where deteriorated beyond repair, replace severely deteriorated elements with new wood. Replace sash [chains or cords] where necessary to restore operability. Remove failed caulk and seal joints around window frame with caulk. Chip out loose glazing putty. Brush exposed areas with linseed oil. Pack with new putty and smooth to match historic putty line. Sand, prime and paint windows. Install new weatherstripping to improve energy efficiency. Install new storm windows with meeting rail to match that of the wood windows. Window repair to be in accordance with Preservation Brief #9: The Repair of Historic Wooden Windows.

Porches

Background:

Porches are important in conveying architectural styles of historic homes. The most common styles in this district are National Folk, Queen Anne/Free Classic Queen Anne, Prairie/Foursquare, Colonial Revival and Bungalow. National Folk Style homes (see Figure 1) generally have very simple symmetrical full-width porches with hip or shed roofs, simple porch supports, and, where present, simple railings. In contrast, Spindlework Queen Anne homes (see Figure 18) generally have complex asymmetrical porches with delicate spindlework friezes, porch supports and railings. Free Classic Queen Annes (see Figure 19), have porches with classical details, like classical columns, pediments, and dentils. Foursquares (see Figure 5) generally have full-width porches with hipped roofs, square wood supports (sometimes sitting atop masonry piers) and simple solid or square-post railings. Bungalow porches have very similar details to Foursquare porches; however, they can come in a variety of forms and can be full-width, partial width, symmetrical or off-centered. Twentieth-century Colonial Revival homes (see Figure 6) often feature front stoops with pediments and columns or pilasters, versus full porches.

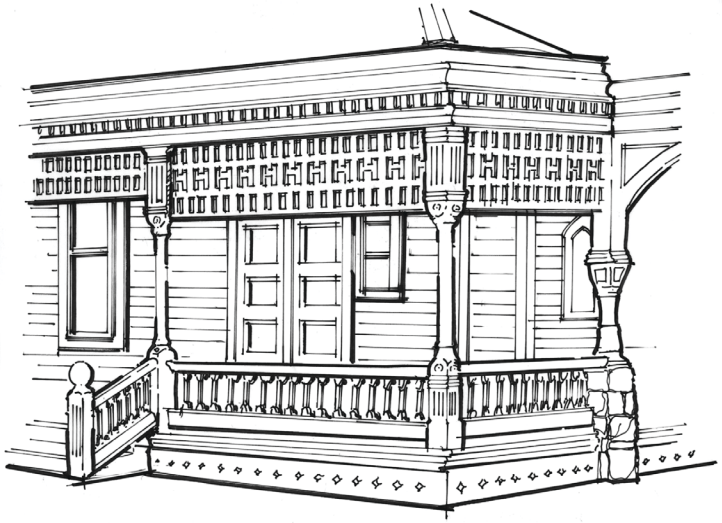


Figure 20: The Warkentin House retains its high style Spindlework Queen Anne Porch.

Fortunately, many homes within the district retain their original porches. In some cases, however, the porches have been removed entirely. The most common modifications are the removal and replacement of specific features. For instance, the railings and supports on many homes were replaced in the post-World War II era with wrought-iron railings.

Recommendations:

<u>Overall</u>
Where present, original porches should be maintained and preserved whenever possible as they are important in conveying a home's historic style.

Deteriorated Features

Deteriorated features should be repaired or, if necessary, replaced in kind (wood with wood, etc.), replacing only those individual elements that require replacement. Repaired historic wood will generally outlast new-growth wood. Replacement materials should match the overall measurements and details of the historic porch.

Missing Features

Where historic features, such as railings or supports, are missing or have been replaced, new features should be compatible with the architectural style of the house. If historic photos or other documentation exists, missing features may be restored based upon that documentation. Where no documentation exists, or where restoration is not an option, the missing features can be replaced with new features that are compatible with the home's style. For guidance on replacing missing porches, look to similar homes in the historic district, examine a style guide, or consult a preservation professional such as preservation consultant, preservation planner or State Historic Preservation Office.

Tips

1. If you are lucky enough to have your original porch, maintain it by keeping it painted and properly roofed.
2. When replacing a missing porch, or porch elements, look to similar-style houses in guidebooks or the historic district for inspiration. Chances are your bungalow had a simple square porch railing with square supports.
3. Even if you have no photographs of your original porch, you may be able to determine the footprint of the historic porch by looking at historic Sanborn Fire Insurance Maps (see Figures 21 and 28). These are available at the Harvey County Historical Society or online.
4. Keep in mind that while your existing porch may not be original, it may be historic. For instance, your Queen Anne home may have a

Figure 21: The home at 213 N. Pine has Queen Anne massing, a hipped roof with lower cross gables and canted bays, has classical features including a pent gable roof on the front gable. Free Classic Queen Anne Porch.

Figure 22: Craftsman homes often feature shallow gabled roofs, massive masonry piers and square wood posts, like those at the duplex at 415-417 N. Walnut.

Craftsman porch that was added more than 50 years ago and has gained historic significance.

5. The vast majority of porches within the historic district are/were very simple. Unless you have documentation of an elaborate porch, keep the design of any proposed new porch simple and compatible with the house style.
6. Where an original porch is missing and a compatible replacement is being constructed, replacement materials, such as composite wood, may be an option.
7. Whereas repair, in-kind replacement, and reconstruction of historic porches and porch elements will qualify for historic tax credits, new porches, which expand the historic building footprint, do not qualify for historic tax credits. A reconstructed or compatible new porch will qualify for tax credits if it meets the preservation standards and it falls within the historic footprint of the building. To document the historic footprint of your porch, see Sanborn Maps (see Figures 21 and 28).
8. Wood features on historic porches were nearly always painted. Painting historic or replacement porches will not only protect the wood, but also ensure a compatible historic appearance.

Links/Sources

Preservation Brief #45: Preserving Historic Wooden Porches, http://www.cr.nps.gov/hps/tps/briefs/brief45.pdf

Sample Tax Credit Forms

For **repair** of existing wood porch:

NUMBER	Architectural Feature:	Porch
1	Approx. Date of Feature:	1900

Describe existing feature and its condition:

The existing porch is historic. Some features, like [list missing features, railings, supports, etc], are missing. Some features, like [list deteriorated features that require repair, such as railings, supports, floor], are deteriorated but reparable [identify nature of deterioration – are the railings just missing paint or are they rotted?]. Other features, like [list severely deteriorated or missing features], are deteriorated beyond repair or missing and require replacement. [Add condition of the roof and/or structure if included in the porch work]

Photo no.	1, 2, 3, 4	Drawing no.	A1

Describe Work and impact on existing feature:

Examine the porch features. Use epoxy consolidant and putty where necessary to repair damaged or rotted wood. Where deteriorated beyond repair, replace severely deteriorated wood elements with new wood. Replace missing [railings, supports, floor, etc.] to match surrounding [railings, etc.] features. Sand, prime and paint. Remove existing shingles to decking. Evaluate decking and flashing. Replace decking and flashing in kind where necessary. Install new composition shingles over repaired decking according to manufacturer's instructions and in accordance with Preservation Brief #4: Roofing for Historic Buildings. [Describe any structural repairs]

For **replacement** of a missing porch:

NUMBER 1	Architectural Feature:	Porch
	Approx. Date of Feature:	1900

Describe existing feature and its condition:

The historic porch is missing. The historic footprint of the porch is documented in Sanborn Maps (see attached). The home is [style] and plans were developed using [similar home in neighborhood, plan book] as a guide.

Photo no.	1, 2, 3, 4	Drawing no.	A1

Describe Work and impact on existing feature:

Construct new [wood, other materials] porch per attached plans. The replacement porch will occupy the footprint of the historic porch. [describe materials]

For **reconstruction** of a historic porch (based upon historic documentation):

NUMBER 1	Architectural Feature:	Porch
	Approx. Date of Feature:	1900

Describe existing feature and its condition:

The historic porch is missing. The historic footprint is documented in Sanborn Maps (see attached). The design of the historic porch is documented in historic photograph[s] (see attached).

Photo no.	1, 2, 3, 4	Drawing no.	A1

Describe Work and impact on existing feature:

Reconstruct historic porch based upon historic documentation per attached plans. The replacement porch will occupy the footprint of the historic porch. [describe materials]

Siding/Exterior Trim

Background:

The vast majority of the homes within the district historically were clad with wood clapboard or shingles and wood trim. Italianate homes often have wood clapboard and wood roof brackets. Queen Anne homes often feature a rich mix of textures, including wood siding, shingles and applied ornament (see Figure 4). Bungalows generally have narrow siding that accentuates the horizontality, and exposed rafter tails (see Figure 6). Some homes, particularly those built or modified in the 1920s, were clad in stucco (See Figure 8).

By the time the district was listed on the National Register of Historic Places, many of the homes had been covered in non-original siding. In fact, the majority of homes classified as "non-contributing" were so classified because they had non-original siding. Non-original siding, including vinyl, asbestos, Masonite, composition and aluminum, are not recommended for historic buildings for a number of reasons. First, siding can conceal a home's historic character and architectural detail (See Figure 22) – and deterioration of the building's historic materials underneath. Secondly, because siding is generally not watertight, seeping water can cause historic materials underneath to deteriorate without a means for seeing or addressing deterioration. And finally, siding can affect the breathability of a historic home, trapping moisture which can cause wood to rot and attract wood-destroying insects.

Recommendations:

Overall

If you are fortunate to have your original siding and historic trim, maintain it. See "Painting" below for advice on properly removing paint, priming and repainting it. Generally, non-original siding was applied over existing clapboard or shingles and original trim was retained. Unfortunately, in some cases, historic siding and/or trim was removed prior to the installation of non-original siding. If you have non-original siding and choose to remove it, proceed with caution to ensure the historic material remains beneath it. See the links below for guidance on removing non-original siding.

Deteriorated Features

Historic wood siding and trim was milled from old-growth wood and is often a better-quality material than can be obtained today. Historic siding also provides a shadow line that can be difficult to replicate. Wherever possible, historic siding and trim should be maintained and repaired, versus replaced. Rotted or gouged wood can be filled using an epoxy consolidant and putty filler. Only those pieces that are deteriorated beyond repair should be replaced, with wood to match the original features in visual qualities and material. Composition siding products, such as fiber cement siding, may be appropriate on new buildings, such as new garages, etc., but are not appropriate for historic buildings. Vinyl and aluminum siding are inappropriate for both existing and new buildings in the district.

Missing Features

Missing features, such as shingles, siding, and wood trim, should be replaced to match historic features in visual qualities and materials. When no historic materials remain, for instance, if trim was removed when non-original siding was installed, look to other homes of the style in the neighborhood, as a guide. For instance, narrow siding is an appropriate replacement for a bungalow that is missing its historic siding.

Tips

1. If your home was classified as a non-contributor to the district because it had non-original siding, this classification may be updated if the non-original siding has been removed or if a proposed tax credit project includes its removal.
2. Many homes in the district had few historic architectural details. Avoid adding architectural details that were never present or are inappropriate to your home's architectural style. For instance, avoid adding Queen Anne details to a National Folk or Bungalow Style home.

Links/Sources

http://www.oldhousejournal.com/Getting_Under_Second_Skins/magazine/1445
http://www.nps.gov/history/hps/tps/briefs/brief08.htm

Painting

Background:

The vast majority of homes in the McKinley Residential Historic District had painted wood, clapboard and shingles, as their historic exterior finish. Others had painted stucco. Today, many have wood clapboard and shingles covered with non-original siding. Unfortunately, the paint on many of the district's homes is failing, jeopardizing the integrity of the wood.

Recommendations:

Paint is designed to repel moisture from exterior building materials, particularly wood. Therefore, a proper paint job is the first line of defense in preserving a home's structural integrity. The condition of the existing paint will determine the approach to your painting project. If the paint is chalking, the chalk should be rinsed off with a mild detergent system and surface dried before re-painting. If the paint is crazing, prepare the surface by sanding, then re-paint. If the paint is peeling between layers, scrape, sand and re-paint. Only where absolutely necessary, if the paint is peeling or cracking to the bare wood, should the paint be completely removed, the surface sanded, primed and re-painted.

Tips

1. Historic wood can hold only a limited number of layers of paint. Don't paint unless the home needs it.
2. Remove paint using the gentlest means possible, usually hand scraping and sanding or scraping with the aid of a heat gun, to avoid damaging the wood. Avoid abrasive or potentially dangerous techniques, such as sandblasting, waterblasting, rotary sanding, and torching, which can damage the wood.
3. Prime bare wood within 48 hours and repaint.
4. Avoid stained surfaces as these are generally not historically appropriate and may not offer the necessary protection for historic wood.
5. The state preservation statute and local preservation ordinance have no requirements regarding paint colors. However, paint manufacturers often have great tools for choosing a color scheme that is appropriate to the period and style of your home. See links below. For more color recommendations, see descriptions of architectural styles.

Links/Sources

http://www.nps.gov/history/HPS/tps/briefs/brief10.htm
http://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/paint-colors-by-collection/historic-collection/ *

*The Newton/North Newton Historic Preservation Commission cannot recommend a particular brand of paint. This resource provides recommendations for paint colors.

Masonry

Background:

Although the vast majority of the homes within the historic district are wood-framed with wood siding, they all have masonry foundations of limestone, brick or concrete. Some also have masonry porch supports.

Recommendations:

Inappropriate treatment of historic masonry can have devastating consequences. Before you begin any masonry work, research and plan carefully. The risks of cleaning historic masonry often out-weigh benefits of cleaning. If the masonry simply has an aged appearance, cleaning is not necessary. When mildew or organic growth is present, cleaning may be appropriate. Before cleaning, however, you will need to address any moisture issues that are causing the soiling. To remove paint from brick, chemical paint stripper is the best approach. Never use abrasive means, sandblasting or waterblasting, to clean historic masonry as these techniques can cause irreversible damage to the masonry. Sealing is generally not necessary and can cause moisture damage. Mortar is designed as a sacrificial material to allow bricks and stones to expand and contract. If the mortar is harder than the surrounding masonry, it can cause damage to the masonry. Periodically, mortar should be removed and replaced, called "repointing." Mortar should be removed using the gentlest means possible, usually by hand, to ensure the masonry is not damaged. Mortar should be replaced with new mortar that matches the historic mortar in material, color, texture, and tooling.

Tips

1. Only qualified professionals should work on historic masonry. Ask for references and examine prior work. The Kansas State Historic Preservation Office maintains a list of masonry professionals with historic preservation experience (see links below).
2. Ask your contractor to prepare a mockup in an obscure location for your approval prior to carrying out the remainder of the work.
3. Mortar should be softer than the surrounding masonry so it can act as an expansion joint.

Links/Sources

http://www.nps.gov/history/hps/tps/briefs/brief01.htm
http://www.nps.gov/history/hps/tps/briefs/brief02.htm
http://www.kshs.org/p/preservation-standards-and-techniques/14649

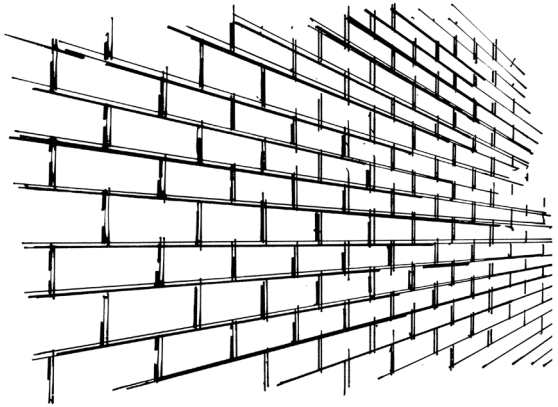


Figure 23: Brick wall.

Interior Woodwork

Background:

The majority of the homes in the McKinley Residential Historic District feature mass-produced woodwork that was available for order through local lumberyards and mail-order catalogs. Wood details in Queen Anne homes included parquet floors, elaborate staircases with delicate balusters, paneled doors and wainscoting, and detailed trim and spindlework. Queen Anne homes often had a mixture of wood species – some with stained finishes, others with grained finishes. Free Classic Queen Annes and Early Colonial Revival homes featured simple trim, egg and dart molding and tongue-and-groove wood floors, both painted and unpainted. Prairie and Craftsman home details included exposed woodwork (often quarter-sawn oak), beamed ceilings, wainscoting, and built-in bookshelves. Colonial Revival homes had painted woodwork, simple trim and crown molding. The most common finishes are paint, shellac and varnish.

Recommendations:

If the historic finish is intact, retain it and clean using a mild detergent, such as diluted dishwashing liquid, and finish with wax. If refinishing is necessary, carefully strip finish using steel wool and chemical solvent. If necessary, lightly sand in the direction of the wood grain only if necessary. Vacuum, stain to match historic finish and seal with two coats of sealant such as water-based polyurethane.

Missing Features

Where historic trim is missing, replace with new trim to match historic trim or replace with compatible simpler new trim. For instance, simple squared-off baseboards are compatible with most historic home styles. On new walls, install new trim that is different than historic trim to differentiate the new walls from historic walls. For instance, install the same height baseboards with fewer architectural details.

Tips

1. First do no harm. If woodwork is in good condition, consider cleaning instead of refinishing. Woodwork can be cleaned with diluted mild detergent, such as Murphy's Oil Soap or dish liquid, then waxed.
2. Before deciding how to treat historic woodwork, evaluate the style of your house. If your home is a Colonial Revival home, the woodwork was likely meant to be painted. Stripping paint will likely only expose woodwork that was never meant to be exposed. In contrast, the woodwork in Craftsman Bungalows was meant to be exposed. If you have a Queen Anne home, stripping paint may also strip faux graining on lesser-quality wood.
3. Test the existing finish using denatured alcohol. If the finish comes off, it is shellac. If it softens but does not come off, it is water-based polyurethane. If it does not come off at all, it is oil-based polyurethane or varnish. Strip, seal, stain, and top coat.
4. Avoid high-gloss finishes, like glossy polyurethane, which are inappropriate for historic wood surfaces.

Links/Sources

Labine, Clem and Carolyn Flaherty. *The Old House Journal Compendium*. Woodstock, New York: Overlook Press, 1980.
Specification for Cleaning Wood Surfaces: http://www.

gsa.gov/portal/content/113066
Wood Flooring Specification: http://www.gsa.gov/portal/content/113590
Specifications for Refinishing Interior Woodwork: http://www.gsa.gov/portal/content/112270

Walls/Ceilings

Background:

Historic walls and ceilings within the district are generally plaster on wood lath, the most common wall finish until post-World War II. Plaster was generally applied to historic lath using a three-coat process with a scratch coat, brown coat and finish coat. Historic plaster is durable, fire-resistant, insulating, and often less expensive to repair than to replace. Retaining the historic plaster will also maintain the historic relationship between the wall plane and historic trim.

Recommendations:

Maintain existing plaster by controlling the home's temperature and moisture. Carefully examine plaster. Patch hairline cracks and small holes with patching plaster. Gypsum board is an appropriate replacement for missing or severely deteriorated plaster, such as where ceiling plaster has collapsed, provided the relationship between the trim and wall plane is retained.

Tips

1. Install new electrical and plumbing by concealing within existing or new walls and ceilings.

Links/Sources

http://www.nps.gov/history/hps/tps/briefs/brief21.htm

Additions

Background:

As long as there have been buildings, there have been additions to buildings. Because additions could potentially compromise not only a home's historic integrity but also structural integrity, they require careful planning.

Recommendations:

Whenever possible, new additions should be made to the rear of a historic building. New additions should be compatible with the size, scale, materials and massing of the historic building, but differentiated. For instance, a new addition may have the same materials as the historic home, but be stepped back from the historic wall plane. Because new construction often has a shorter lifespan than historic construction, new additions should be constructed in a manner that they can be easily removed. Wherever possible, historic openings should be used to access the new addition from the historic building. New additions should be constructed in a manner that does not obscure or destroy character-defining features. New additions should also be limited in size in comparison, be subordinate to the historic building.

Tips

1. Before exploring an addition, consider the possibility of accommodating new uses within underutilized existing spaces, such as basements and attics. The functionality of attic space may be improved through the placement of a dormer or dormers on the building's rear.
2. Explore options for adding to the rear elevation, where an addition will not be visible from the street.
3. Avoid rooftop additions.
4. Hire an architect with preservation experience to design your addition.

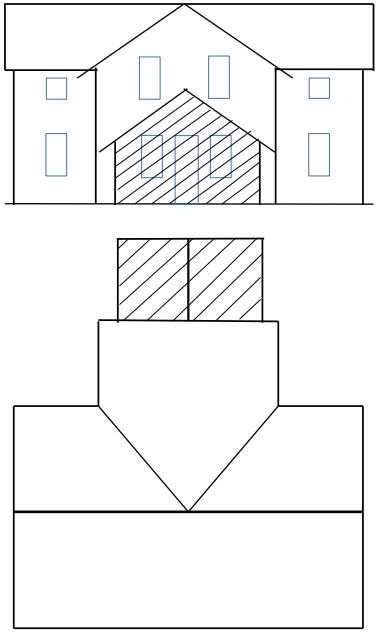


Figure 24: Ideally, new additions should be made to rear elevations and be subordinate to the historic building.

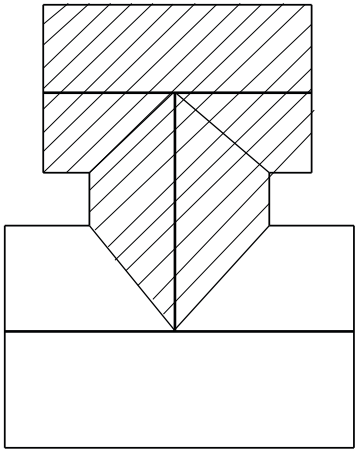


Figure 25: One way to create a new addition that is reversible and differentiated from the historic building is to attach by a connector or hyphen.

5. Expenses associated with additions that expand the building's volume do not qualify for historic tax credits.

Links/Sources

http://www.nps.gov/history/hps/tps/briefs/brief14.pdf

Shirley, Frank. *New Rooms for Old Houses: Beautiful Additions for the Traditional Home*. Newtown, CT: The Taunton Press, 2007.

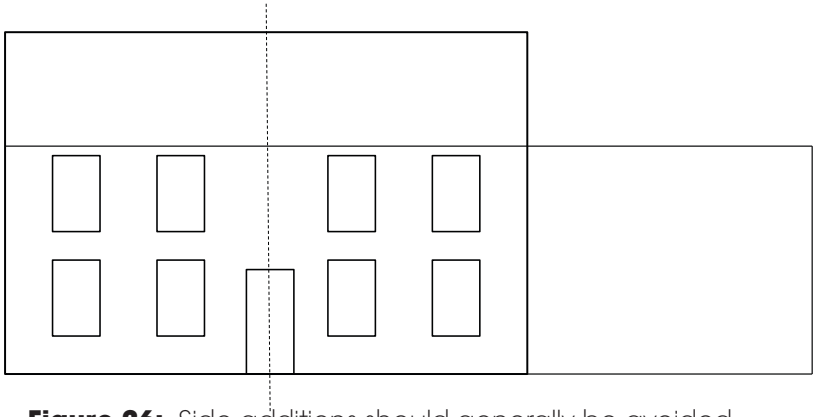


Figure 26: Side additions should generally be avoided.

Figure 27: One way to avoid major additions is to convert attics into usable space through the construction of a dormer addition on the rear elevation.

Demolition

Background:

The McKinley Residential Historic District retains a historic relationship between buildings, features and open space. Fortunately, the vast majority of lots within the McKinley Residential Historic District retain historic homes. Unfortunately, many of these homes are in deteriorated condition; and low property values sometimes make it difficult to justify repairs once a property is in severely deteriorated condition. Since the district was listed on the National Register of Historic Places in 2007, two of the district's homes, 320 E. 4th Street and 332 E. 2nd Street, have been demolished.

Recommendations:

Whenever possible, avoid the demolition of historic homes and outbuildings within the district. Learn about available incentives, such as the Neighborhood Revitalization Program and Historic Tax Credits (see Appendix C).

Tips/Sources

1. Below is a list of the codes adopted by the Cities of Newton and North Newton. Appendix D illustrates the inspection list under this code.

   2006 International Residential Code (IRC)
   2006 International Building Code (IBC)
   2009 International Mechanical Code (IMC)
   2009 International Plumbing Code (IPC)
   2008 National Electrical Code (NEC)
   2009 International Fuel Gas Code (IFGC)
   2006 International Property Maintenance Code (IPMC)

2. Where removal of a building is necessary, replace with a new compatible building (see "Infill" below).

Infill Construction

Background:

Buildings within the historic district represent a wide range of architectural styles and dates of construction. Despite the various building types represented within the district, they fall within clear patterns of setback, scale and materials. The majority of homes are one or two-stories in height, cubed in massing, and have wood clapboard or shingled exteriors. There are very few vacant lots within the historic district that may be candidates for new construction. In 2008, a new home was built on a vacant lot at 325 E. 4th. This new home respectfully reflects the style, massing, size, scale and setbacks Queen Anne and National Folk Style homes that surround it. Among the few open lots is the one at 332 E. 2nd, left vacant by the demolition of a derelict Italianate house.

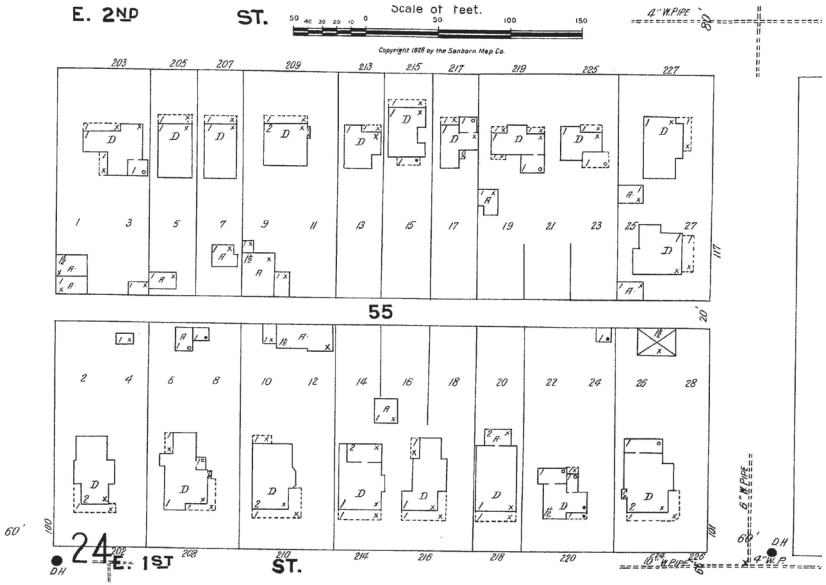


Figure 28: This historic Sanborn Map shows the typical setbacks, spacing and footprints in the 200 Blocks of East 1st and East 2nd.

Recommendations:

Construction of new homes that are compatible with the patterns and rhythms of the historic district, is appropriate on empty lots, particularly those historically occupied by residences. New homes should be compatible with the scale, setbacks and forms of the neighborhood and on the block of the proposed infill building. New homes may take cues from the architectural styles of surrounding homes. For instance, many pattern book companies have stock plans for new homes that look like Foursquares, Bungalows and Queen Annes. But there is also room for creative new designs that are consistent with the

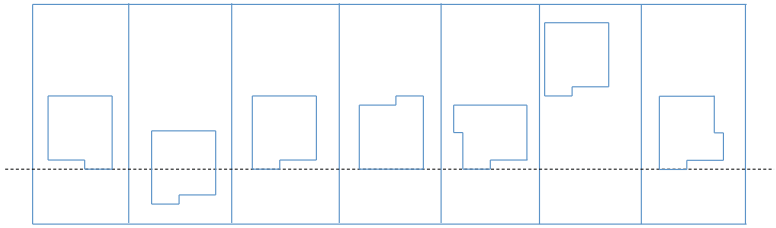


Figure 29: Infill houses should follow the setback patterns in the neighborhood, rather than be farther set back from the street as in the sixth home in this diagram.

patterns of the neighborhood. An appropriate infill home on the empty lot at 332 E. 2nd could be patterned after the Italianate home that formerly occupied the parcel – or inspired by surrounding homes.

Construction of new outbuildings is appropriate provided that efforts are made to set them at the back of the lot and make them compatible with the size and location of scale of historic outbuildings. It is not necessary that new outbuildings match the size, scale and materials of missing historic outbuildings. For instance, if a bungalow historically had a one-car garage, a two-car garage is still acceptable provided that it is set at the back of the lot. Likewise, it a home historically featured a brick garage, it is not necessary to replace the missing garage with brick.

Appropriate materials for infill homes and outbuildings include wood clapboard and wood shingles. Fiber cement siding may also be used on infill homes and outbuildings provided that the width and profile is consistent with that found on historic homes in the district. Vinyl siding, metal, and fiberboard are inappropriate for use in the district.

Tips

1. When locating a new building, look to historic patterns as a guide. Historic Sanborn Maps (See Figures 21 and 28) will provide some inspiration for setbacks, roof forms and massing.
2. New infill should be identifiable as new construction – but should not be so different from surrounding buildings that they detract from them.
3. New homes should reflect one of the styles found in historic buildings nearby.
4. Although new homes should have the same level of detail, including textures and planes, as historic buildings, they can be differentiated through the use of new materials.
5. Historic outbuildings were typically very simple in design. It is not necessary that outbuildings reflect the architectural style of their associated homes.

Links/Sources

Oregon report on compatible infill: http://www.historicpreservationleague.org/FieldNotes/HPLOSpecialReport-CompatibleInfillDevel.pdf

Figure 30: This new house (2008) at 325 E. 4th is compatible with the surrounding historic Queen Anne homes.

Outbuildings

Background:

At the time the McKinley Residential Historic District was listed on the National Register in 2007, there were 120 outbuildings, 54 of which were classified as contributing to the historic district. The vast majority of these were small detached garages, generally not highly visible from the street. Although many of these were historically accessible via the alley only, there are driveways that extend from curb cuts on the street; some of these, like the strip driveway at 525 E. Avenue A, date to the early twentieth century.

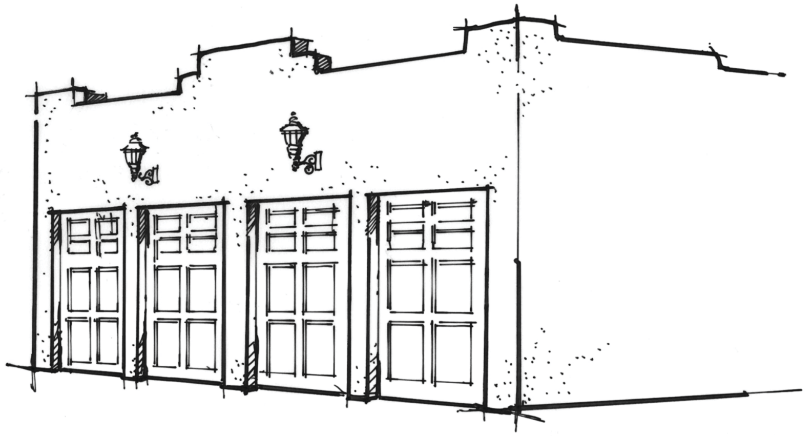


Figure 31: This garage at the Muse/Spivey Home was one of the first multi-car garages built in Newton. It was built in ca. 1925.

Recommendations:

Historic outbuildings should be maintained and preserved wherever possible. New outbuildings should be consistent not only with the size, scale, design and materials of historic outbuildings in the district, but also with the architectural style of their associated homes. Among the district's typical historic outbuildings are detached 1920s single-car garages with 12/12 pitch gabled or shallow hipped roofs and clapboard or shingle siding. Appropriate sizes for infill outbuildings include one-story one-car garages and one and a half story two-car garages. Roof shapes should be consistent with those of outbuildings in the district, and with the roofs of associated homes. Appropriate roof shapes for new outbuildings include 12/12 gabled roofs or shallow hipped roofs; although the roof shape of a new outbuilding may also reflect the associated home's roof. Regardless of a historic home's roof form, a complex roof form, such as hipped roof with lower cross gables, is inappropriate for an outbuilding. Appropriate roofing materials include composite shingles and wood shingles (not wood shakes). Historic materials on existing outbuildings should be retained and preserved. Appropriate materials for new outbuildings include wood clapboard which is consistent with the width of clapboard on the historic home, and wood shingles where the associated home is clad in shingles. Fiber cement siding may also be used on new outbuildings provided that the width and profile is consistent with that found on the home's siding. Vinyl siding, metal, and fiberboard are inappropriate for use in the district. Attached garages are inappropriate. New outbuildings should be placed at the back of the lot where they are least visible from the street. Wherever possible, particularly where no existing curb cuts and driveways exist, new outbuildings should be accessible from the alley. New curb cuts should be avoided, particularly at locations with raised retaining walls.

Tips

1. Following is the city requirement for all outbuildings in the community: All storage sheds and other accessory buildings require a building permit. Storage sheds of 100 square feet or less must have a minimum property line setback of 3 feet. Sheds over 100 square feet must have a minimum property line setback of 5 or 7 feet depending on the age of your subdivision. All accessory buildings must be 10 feet from the house and anchored down. All accessory buildings over 150 square feet in area must have a permanent foundation 30 inches below the finish grade.
2. Look to historic garages and outbuildings within the district as a guide when designing new outbuildings.
3. If your garage or other outbuilding is classified as a "contributor" to the historic district, work on it will qualify for historic tax credits.
4. Use Sanborn Maps (see Figures 21 and 28) as a guide for locating new outbuildings.
5. Keep it simple! Historic garages and outbuildings within the district were very simple, with little architectural ornament. It is not necessary to add architectural ornament to new outbuildings.

Links/Sources

http://www.americanbungalow.com/2010/07/the-bungalow-garage/

Fencing

Background

The City of Newton does not require permits for fencing. However, fences must follow certain requirements as outlined in city code. There is little documented precedent for fencing in the front lawns of the homes in the McKinley Historic District. The few exceptions include the use of picket fencing at Colonial Revival homes, including the Fred Ice House at 325 N. Pine, remodeled in the Colonial Revival Style. High-style Italianate and Queen Anne homes sometimes featured wrought-iron-type fencing in their front lawns. Although no wrought-iron-type fencing remains in the front lawns of homes in the McKinley Historic District, there is a precedent for such fencing in Newton. For instance, the J. J. Krehbiel Park, adjacent to the Carriage Factory Gallery, features the fence that surrounded the home that once occupied the property. Where picket or wrought-iron-type fencing was found in front yards, it was generally no more than three feet in height.

Although many back yards in the McKinley Historic District have back yard fences, few historic back yard fences remain. A rare example is the stone and brick wall surrounding the back yard at 326 E. 3rd. Many back yards have privacy fencing.

Recommendations

Where historic fencing remains, it should be retained and preserved. Where deteriorated beyond repair, it should be replaced in-kind. Where it remains, picket fencing

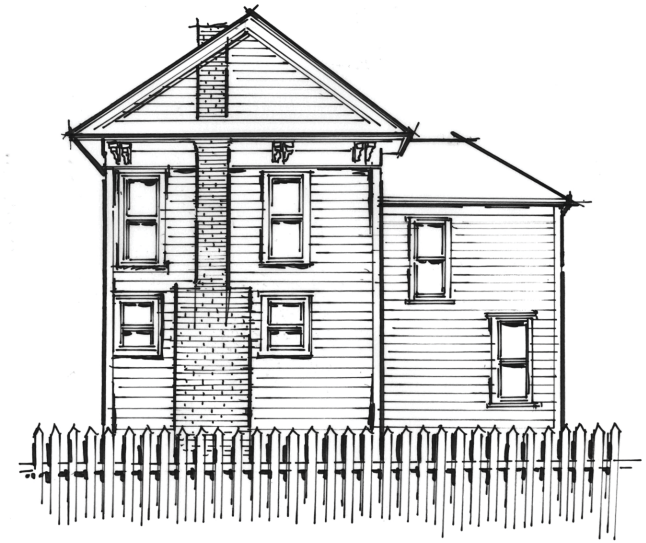


Figure 32: The picket fence at the Fred Ice House at 325 N. Pine was likely added when the home was remodeled in the Colonial Revival Style

should be finished with paint. In general, new front yard fencing is inappropriate and should not be installed unless there is historic documentation demonstrating that it was present. All new fencing should comply with local codes. Backyard fencing should be placed on a plane recessed from the wall plane of street-facing facades and be no taller than six feet in height. Picket-type and wrought-iron-type fencing is appropriate for back yards. In addition, privacy fencing is appropriate for back yards provided it meets some simple guidelines. Where used, wood privacy fencing should be plank-type fence or plank with lattice, versus “board-on-board” design. Chain link fencing is appropriate for mid to late twentieth century homes. It is also appropriate in back yard applications where not visible from the street.

Other appropriate backyard fence types include ornamental twisted wire.

Tips

1. When choosing a new fence, coordinate with the style of your home. For instance, horizontal open slat designs are appropriate for bungalows, wrought-iron type fences are appropriate for Queen Anne and Tudor Revival homes, and picket-type fences are appropriate for Colonial Revival Homes.

Energy Efficiency

Background

Before electricity and advanced mechanical heating and cooling systems, homebuilders maximized human comfort through careful site planning and time-honored construction techniques. Houses were placed on large lots surrounded by large trees. These, along with ample porches, awnings and shutters shielded the hot sun. Large windows provided both natural lighting and ventilation. Louvers allowed hot air to escape from unoccupied attics. These integrated systems that evolved over a period of centuries are little appreciated today when old homes have the reputation of being drafty and inefficient. Before rushing to replace historic materials, property owners should explore techniques for improving the efficiency of their historic homes. For instance, homeowners are often quick to replace historic windows when the vast majority of energy loss is through attics and roofs. Windows are often leaking not because they need to be replaced, but because they require maintenance.

Recommendations

Historic materials, such as windows, should be repaired rather than replaced. Work to improve energy efficiency should take an additive versus destructive approach. For instance, storm windows, awnings, shutters, caulking, weather-stripping and even heavy drapes can improve the energy efficiency of historic windows. Foam insulation should be avoided as it can prevent wood-framed buildings from breathing and cause condensation issues, including paint failure. Insulate attics with loose-fill cellulose insulation and basements with rolled insulation. Additional energy-saving measures, such as the addition of solar panels, should be undertaken in a way that they are not visible from the public right of way. New heating and cooling systems should be installed in a manner that doesn't destroy historic spaces or fabric. Ceilings should not be lowered and walls should not be furred out.

Tips

1. Insulate unfinished attics with loose-fill cellulose, with a vapor barrier facing down toward the finished space.
2. Insulate basements with rolled insulation, with the vapor barrier facing up toward the finished space.
3. Install weather-stripping on doors and windows.
4. Shade south-facing windows with awnings.
5. Install heavy drapes or quilted shades to reduce air infiltration during winter.
6. Install energy-efficient fluorescent bulbs.
7. Install storm windows on existing windows. For operable storms, be sure the horizontal band aligns with the meeting rail of the historic windows.
8. Choose a light roof color, such as light gray, which will keep the attic cooler.
9. Install energy-efficient heating and cooling systems.
10. Where necessary to insulate walls, ceilings and roofs, avoid foam insulation, which can cause condensation problems. Avoid furring walls, which can affect historic trim.

Links/Sources

http://www.kshs.org/p/sustainability-energy-efficiency-historic-preservation/15680
http://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf

Outdoor Lighting

Background

Neighborhood homeowners have expressed safety concerns related to a shortage of outdoor lighting.

Recommendations

Homeowners are encouraged to install outdoor post lighting in their yards to improve safety. Below are some illustrations of post lights that are appropriate to the various styles of homes in the neighborhood.

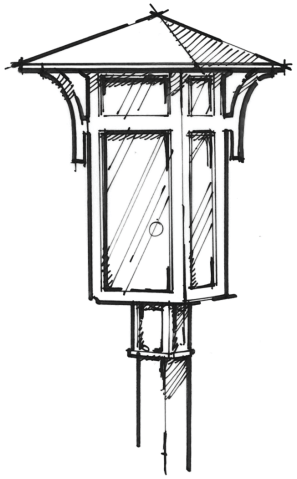


Figure 34: This post light fixture would be appropriate for a Prairie Foursquare or Craftsman Bungalow.

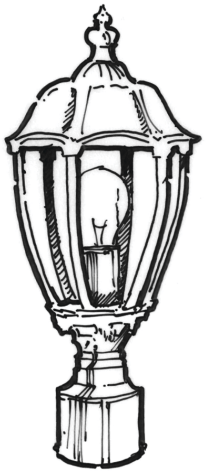


Figure 33: This post light fixture would be appropriate for a Queen Anne home.

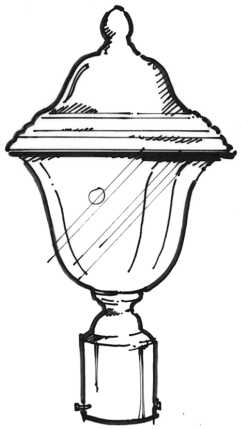


Figure 35: This post light fixture would be appropriate for a Colonial Revival Style home.

Additional Recommendations

Below is a list of recommended future projects for the district, based upon input from district homeowners:

1. Adopt a brick street policy for the historic district.
   (In general, historic brick streets should be repaired with brick. Repairs of historic brick streets may qualify for a Transportation Enhancement grant.)

2. Adopt a plan/policy for re-establishing a canopy of trees along the streets in the district.
   (Trees in the public right-of-way that are removed should be replaced with similar species trees. Trees should be installed at regular intervals.)

3. Explore incentives for the installation of post lighting in yards to improve safety.

4. Develop a sourcelist of local craftspeople who specialize in repairs of historic fabric, such as window repair, masonry repair, etc.

5. Work with a historic landscape expert to provide guidance for landscapes.

The Review Process

State Preservation Law

Step-by-Step Process for Projects

When planning a project on your home in the McKinley Historic District, consider the following steps:
1. Review the Homeowner Preservation Handbook.
2. Contact the City of Newton Engineering Office.
3. Design your project.
4. Provide adequate information about your project, including photographs of existing conditions and project plans.
5. Submit your project to the City Engineering Office for Review by staff or the commission.
6. Once your permit has been issued, report any changes to the project.

Questions? Call us at 316-284-6020.

The state historic preservation statute (KSA 75-2715 - 75-2725) requires that the State Historic Preservation Office (SHPO) be given the opportunity to comment on projects that may "damage or destroy" a property listed on the Register of Historic Kansas Places. When a non-federal project undertaken by or requiring a permit from a governmental entity is proposed on a listed property, the SHPO must be notified. If the preservation officer determines that a project will not "damage or destroy" a listed property, the project may proceed as planned. If the preservation officer determines that a project will "damage or destroy" a listed property, the project may not proceed until the Newton or North Newton City Council determines that there are "no feasible and prudent alternatives" to the proposed project.

The Cities of Newton and North Newton have entered into an agreement with the State Historic Preservation Office to carry out reviews of projects in accordance with the state preservation statute. Simple projects, known as "Minor Reviews," may be reviewed by city staff prior to issuing a permit. More complicated projects, known as "Major Reviews," require review and approval by the Newton/North Newton Historic Preservation Commission. For major reviews, the Commission must receive materials in time for public notice of a meeting of the Commission. For a guide to the historic review process see Appendix F.

Appendixes

Appendixes

A - Secretary of the Interior's Standards for Rehabilitation

B – State Preservation Statute

C – Preservation-Related Funding (Tax Credit Program, Heritage Trust Fund Grant Program, Neighborhood Revitalization Program)

Appendix A

Secretary of the Interior's Standards for Rehabilitation

Secretary of the Interior's

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Appendix B

State Preservation Statute

KSA 75-2724

Kansas Preservation Act

75-2724. Government projects; existence of threat to historic property, procedure for determining; determination of whether to proceed, factors; judicial review; penalty, failure to follow procedures; delegation to cities, counties or state board of regents or institutions. (a) The state or any political subdivision of the state, or any instrumentality thereof, shall not undertake any project which will encroach upon, damage or destroy any historic property included in the national register of historic places or the state register of historic places or the environs of such property until the state historic preservation officer has been given notice, as provided herein, and an opportunity to investigate and comment upon the proposed project. Notice to the state historic preservation officer shall be given by the state or any political subdivision of the state when the proposed project, or any portion thereof, is located within 500 feet of the boundaries of a historic property located within the corporate limits of a city, or within 1,000 feet of the boundaries of a historic property located in the unincorporated portion of a county. Notwithstanding the notice herein required, nothing in this section shall be interpreted as limiting the authority of the state historic preservation officer to investigate, comment and make the determinations otherwise permitted by this section regardless of the proximity of any proposed project to the boundaries of a historic property. The state historic preservation officer may solicit the advice and recommendations of the historic sites board of review with respect to such project and may direct that a public hearing or hearings be held thereon. Any such public hearing or hearings held pursuant to this subsection or held pursuant to authority delegated by the state historical preservation officer under subsection (e) or (f) shall be held within 60 days from the date of receipt of notice by the state historical preservation officer from the state or any political subdivision of the state as provided herein. If the state historic preservation officer determines, with or without having been given notice of the proposed project, that such proposed project will encroach upon, damage or destroy any historic property included in the national register of historic places or the state register of historic places or the environs of such property, such project shall not proceed until:

(1) The governor, in the case of a project of the state or an instrumentality thereof, or the governing body of the political subdivision, in the case of a project of a political subdivision or an instrumentality thereof, has made a determination, based on a consideration of all relevant factors, that there is no feasible and prudent alternative to the proposal and that the program includes all possible planning to minimize harm to such historic property resulting from such use; and

(2) five days notice of such determination has been given, by certified mail, to the state historic preservation officer.

(b) Any person aggrieved by the determination of the governor pursuant to this section may seek review of such determination in accordance with the act for judicial review and civil enforcement of agency actions. Any person aggrieved by the determination of a governing body pursuant to this section may seek review of such determination in accordance with K.S.A. 60-2101 and amendments thereto.

(c) The failure of the state historic preservation officer to initiate an investigation of any proposed project within 30 days from the date of receipt of notice thereof shall constitute such officer's approval of such project.

(d) Failure of any person or entity to apply for and obtain the proper or required building or demolition permit before undertaking a project that will encroach upon, damage or destroy any historic property included in the national register of historic places or the state register of historic places, or the environs of such property, shall be subject to a civil penalty not to exceed $25,000 for each violation. The attorney general may seek such penalties and other relief through actions filed in district court.

(e) (1) The state historic preservation officer may enter into an agreement authorizing a city or county to make recommendations or to perform any or all responsibilities of the state historic preservation officer under subsections (a), (b) and (c) if the state historic preservation officer determines that the city or county has enacted a comprehensive local historic preservation ordinance, established a local historic preservation board or commission and is actively engaged in a local historic preservation program. The agreement shall specify the authority delegated to the city or county by the state historic preservation officer, the manner in which the city or county shall report its decisions to the state historic preservation officer, the conditions under which the city or county can request assistance from the state historic preservation officer in performing certain project reviews, the length of time the agreement is to be valid and provisions for termination of the agreement. Such agreement shall provide that the state historic preservation officer shall retain final authority to implement the provisions of this act. The state historic preservation officer shall adopt any rules and regulations necessary to implement the provisions of this subsection.

(2) An agreement with a city or county authorized by this subsection shall not be construed as limiting the authority of the state historic preservation officer to investigate, comment and make determinations otherwise permitted by this section.

(f) The state historic preservation officer may enter into agreements with the state board of regents or any state educational institution under the control and supervision of the state board of regents to perform any or all responsibilities of the state historic preservation officer under subsections (a), (b) and (c).

History: L. 1977, ch. 284, § 10; L. 1981, ch. 332, § 2; L. 1986, ch. 318, § 136; L. 1988, ch. 336, § 2; L. 1988, ch. 337, § 2; L. 1993, ch. 201, § 1; L. 1996, ch. 204, § 1; L. 1999, ch. 33, § 6; Apr. 1.

Appendix C

Preservation-Related Funding (Tax Credit Program, Heritage Trust Fund Grant Program, Neighborhood Revitalization Program)

State and Federal Rehabilitation Tax Credits

Kansas Historical Society
www.kshs.org

http://www.kshs.org/p/tax-credit-basics/14673/ - State Tax Credit Website
http://www.nps.gov/history/hps/tps/tax/ - Federal Tax Credit Website

Kristen Johnston
785-272-8681 ext. 213
kjohnston@kshs.org

Matthew Holtkamp
785-272-8681 ext. 256
mholtkamp@kshs.org

Introduction

What is a tax credit?
A tax credit is different from a tax deduction. A deduction is taken from your earned income and causes you to pay a lower amount of taxes. A credit is taken off of the income taxes you owe to the federal or state government. For example, you figure your taxes, taking all your normal deductions, and the bottom line says you owe $3,000. If you had $2,000 in tax credits you would only owe $1,000 in taxes.

Why should I be interested in federal and state rehabilitation tax credits?

- They provide incentives to improve and maintain historic buildings and districts.
- They provide the opportunity to save up to 45% on qualified rehabilitation expenses for qualified properties.
- They provide the opportunity to use historic preservation as an economic development tool. Historic preservation attracts tourism and can revitalize a community or neighborhood.
- Property owners can capitalize on "history" to enhance commerce, encourage re-development, and promote tourism while also utilizing the tax credits as part of an income tax reduction strategy.
- They provide an opportunity to use historic preservation as a business development tool for real estate and construction related professions. Who can benefit from the rehabilitation tax credits?

Who can benefit from the rehabilitation tax credits?

- Anyone who owns a building listed on the State or National Register of Historic Places or whose building is a "contributor" to a registered historic district and who is willing to follow the Secretary of the Interior's *Standards for Rehabilitation* during any rehabilitation, renovation, or redevelopment project.
- The entire community will benefit from properly maintained buildings, increased tourism and commerce, and preservation of culture and history.

Federal Rehabilitation Tax Credits

- The federal income tax credit is equal to 20% of qualified rehabilitation expenses associated with a certified rehabilitation on any certified historic structure.
    - A certified historic structure is:
        - Any building on the National Register of Historic Places
        - A "contributor" to a National Register listed district
        - A building that has been determined eligible for the National Register through Part 1 of the application and will be placed on the National Register within 30 months of project completion.
- Rehabilitations must be substantial. The IRS requires that the expense of the project must exceed the greater of $5,000 or the adjusted basis of the building (purchase price, minus land value, minus depreciation, plus any improvements done since purchase).
- Buildings must be income-producing: retail, office space, rental, bed & breakfast, hotel, etc. Private residences do not qualify for the federal tax credit program.
- The credit can be carried forward for 20 years and back for 1 year.
- Owners taking the credit are required to maintain ownership of the building for five years to avoid recapture of the credit. The recapture amount is reduced by 20% each year the building continues in your ownership.
- All work must meet the Secretary of the Interior's *Standards for Rehabilitation*. Plans and specifications are reviewed by the State Historic Preservation Office then are forwarded to the National Park Service for final approval. These reviews should take place before work begins to insure the plans will meet the *Standards.*
- Projects that are approved for the Federal tax credit may automatically receive the state tax credit as well.

Kansas State Rehabilitation Tax Credits

- Buildings may be income producing or non-income producing. Private residences **do** qualify for the state tax credit.
- Buildings must be listed on the Kansas State or National Register of Historic Places, or be a "contributor" to a state or nationally listed historic district **before** you apply.
- All projects must be reviewed and approved **before** work begins. The state tax credit cannot be used retroactively.
- The state income tax credit is equal to 25% of qualified rehabilitation expenses
- **Certified 501(c)3 organizations receive credits equal to 30% of their qualifying expenses as of January 1, 2007.**
- Project expenses must exceed $5,000.
- There is no cap on project expenses nor is there a limit to the number of times you may apply and take the state tax credit.
- The credit may be carried forward for 10 years
- The credits may now be transferred to other taxpayers at the property owner's request (please contact the SHPO to find out how).
- Tax credits may be distributed among multiple owners based on ownership percentage or as the property owners agree.
- There is no recapture provision for the state tax credits.
- All work must meet the Secretary of the Interior's *Standards for Rehabilitation*. The State Historic Preservation Office reviews plans and specifications.
-

Eligible Rehabilitation Expenses

- Building components such as walls, partitions, floors, ceilings, doors, windows, stairs, chimneys, roofing, and fire escapes.
- Permanent coverings such as paneling, tile, and glued down carpeting.

- Building and mechanical systems such as electrical wiring, lighting fixtures, central air and heating, plumbing, fire suppression systems, escalators, and elevators.
- Engineering fees, architect fees, and reasonable developer fees.
- Construction management costs.

> ❖ Beginning January 1, 2007 taxpayers wishing to claim insurance proceeds used in a certified rehabilitation as qualifying expenses for purposes of the tax credits, must claim those insurance proceeds as income on their income tax returns. If a taxpayer does not report the insurance proceeds as income, any expenditures made to the qualified historic structure with the insurance proceeds will not be used to compute the state or federal historic rehabilitation tax credit.

Tax Credit Application Process

- Part 1 – Qualified Historic Structure Certification
  - Required for the State Tax Credit only if the building is within a registered historic district. Application is reviewed by the State Historic Preservation Office (SHPO) to certify that the property is a contributing structure to a district.
  - Required for the Federal Tax Credit if the building is within a historic district or is not yet listed on the National Register. The SHPO and the National Park Service (NPS) review applications to certify that the property is a contributing structure to a district or is eligible for listing on the National Register individually.
- Part 2 – Qualified Rehabilitation Certification
  - Applicant outlines the building's condition and all proposed work. This will include photographic documentation of areas to be rehabilitated and plans/drawings for proposed work.
  - The SHPO reviews all Part 2s and advises applicants on ways to meet the Secretary of the Interior's *Standards for Rehabilitation*. The SHPO may also provide technical assistance if needed.
  - Federal tax credit projects are then forwarded to the NPS for final approval.
  - State tax credit projects are approved at the SHPO. Work may not begin until the SHPO has approved this part of the application.
  - Both agencies require a processing fee to review applications.
- Part 3 – Rehabilitation Completion Certification
  - Once work is complete, the applicant submits this document with photos of the finished project to the SHPO for review to ensure all work meets the Secretary of the Interior's *Standards for Rehabilitation*
  - State tax credit projects are approved at the SHPO.
  - Federal tax credit projects must be forwarded to the NPS by the SHPO for final approval.
  - Applicants may then claim their tax credits.

Please contact the Internal Revenue Service or the Kansas Department of Revenue with any questions related to taxation.

We strongly recommend that applicants consult a tax professional before applying for, claiming, or selling state or federal rehabilitation tax credits. Certain laws may limit your ability to claim the credits and other tax implications may apply.

IRS Contact

Colleen Gallagher
IRS national coordinator for federal rehabilitation tax credit program
651-726-1480
colleen.k.Gallagher@irs.gov

Kansas Dept. of Revenue contacts

Kathleen Smith
Office of Policy & Research
Kansas Department of Revenue
915 SW Harrison
Topeka, KS 66612-1588
785-296-3070
Kathleen_smith@kdor.state.ks.us

or

Audit Services
Kansas Department of Revenue
785-291-3288

Heritage Trust Fund Grant Program

Kansas Historical Society
State Historic Preservation Office
6425 SW 6th Avenue, Topeka, KS 66615
785-272-8681, ext. 240

http://www.kshs.org/p/heritage-trust-fund/14617

The Kansas Legislature created the Heritage Trust Fund grant program in 1990 to provide assistance for the preservation of historic properties in Kansas. Approximately $1 million is awarded annually through a competitive application process.

What properties are eligible for funding?
To be eligible for funding, a property must be listed on the Register of Historic Kansas Places and/or the National Register of Historic Places. If the property is within a National or State Register-listed historic district, the State Historic Preservation Office (SHPO) staff must identify the property as "contributing property" to that district for the property to be eligible.

Who is eligible to apply?
The grant applicant must own the property. If the property has more than one owner, the applicant must provide proof of agreement of all parties included with the application. Property owners may not be the State or Federal governments.

How much can an applicant receive for one project?
An applicant can receive between $5,000 and $90,000. For-profit corporations must provide a dollar-for-dollar (50/50) match and other grant recipients shall provide 20 percent of the cost of eligible project activities as match. In-kind services and indirect costs are not accepted as a matching share. Please note that the applicant's cash match is eligible for rehabilitation tax credits – provided the match amount exceeds $5,000.

What work items are eligible for funding?
All work must comply with the Secretary of the Interior's *Standards for Rehabilitation*. Eligible activities include professional services (architect and engineering fees), and projects involving the preservation, rehabilitation, or restoration of an historic property. Repairs involving building components such as walls, partitions, floors, ceilings, doors, windows, stairs, chimneys, roofing, and fire escapes are eligible activities. While eligible work can include building and mechanical systems such as electrical wiring, central air and heating, plumbing, and elevators, these items typically are not seen as "high priority" or "urgent", and may not compete well with other proposed projects. Please contact the SHPO staff to learn about past projects and what work items are most competitive.

What are the grant deadlines?
Applicants may submit a draft application and receive staff feedback. This draft application deadline is mid-September each year. **The final application is due November 1st each year**. Please contact the SHPO staff to verify deadlines.

Grant Workshops
The SHPO staff offers several HTF grant-writing workshops each year in the summer. Staff discusses the application process, approaches to writing the application, and answers questions concerning the program. Contact the SHPO staff to learn dates, times, and locations of these meetings.

Applications and detailed program information are available upon request.

NRP

Newton, Kansas Neighborhood Revitalization Program

City Hall, 3rd Floor
201 E. 6th/P.O. Box 426
Newton, Kansas 67114-0426

Hours:
8 AM-5 PM
Monday-Friday

Tim Johnson, Director
Community Development

316.284.6001
316.284.3090 Fax
tjohnson@newtonkansas.com

Neighborhood Revitalization Tax Rebate Program

Tax incentives are a valuable tool for residential and commercial revitalization. New infill construction, as well as rehabilitation of existing housing, commercial and industrial properties, produces benefits not only to the immediate neighborhood, but to the entire community. With the adoption of the Neighborhood Revitalization Program, the City of Newton, USD 373, and Harvey County have provided a tax incentive program to address the needs of a large portion of Newton.

The Newton Neighborhood Revitalization Program (NRP) is a way to receive up to a ten-year rebate on the increased taxes actually paid as a result of new construction or rehabilitation projects in the Neighborhood Revitalization Area (NRA). See the NRA map below, to determine if your home or property is located in the Neighborhood Revitalization Area

If you are building a new structure or making significant improvements to RESIDENTIAL, COMMERCIAL or INDUSTRIAL property in the NRPA, your project may be eligible for the NEIGHBORHOOD REVITALIZATION PROGRAM.

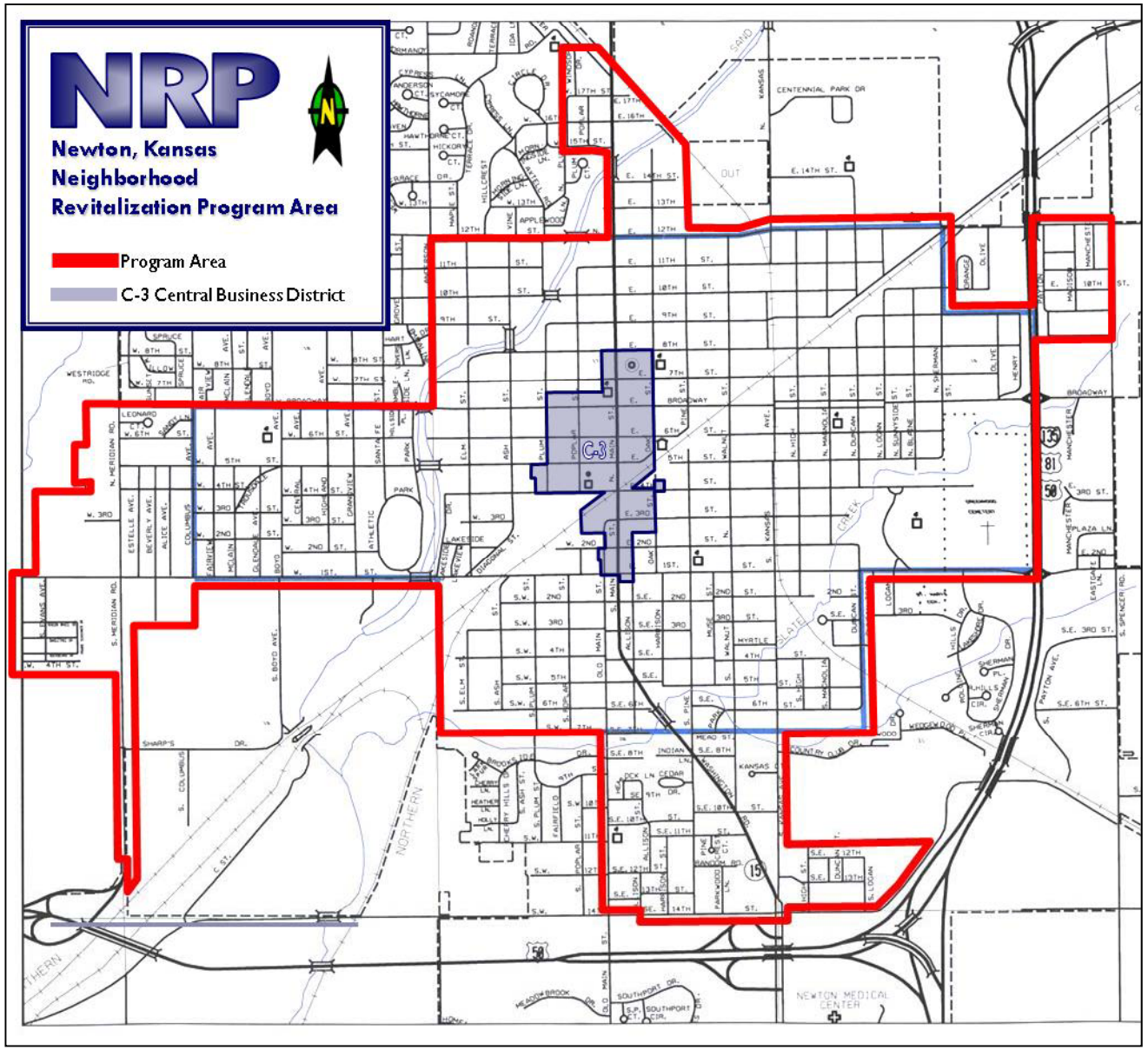
	C-3 Central Business District	Commercial & Industrial	Residential Rehabilitation	New Residential
Year 1	100%	100%	100%	50%
Year 2	100%	90%	100%	50%
Year 3	100%	80%	100%	50%
Year 4	100%	70%	100%	50%
Year 5	100%	60%	100%	50%
Year 6	100%	50%	-	-
Year 7	100%	40%	-	-
Year 8	100%	30%	-	-
Year 9	100%	20%	-	-
Year 10	100%	10%	-	-

To Be Eligible For A Tax Rebate…

- Obtain a Building Permit and Tax Rebate application from the City of Newton Code Enforcement Office, 3rd Floor, City Hall.
- All improvements must conform to zoning, building and any other applicable regulations in effect in the Neighborhood Revitalization Program Area (NRPA).
- Construction must begin on or after the date of inclusion of the property in the (NRPA).
- Improvements must increase the appraised value of the property by at least 15% or $5,000, whichever is greater.
- Properties for which taxes or special assessments are delinquent or under appeal or protest are not eligible until such delinquent payments or appeals have been resolved.
- Properties eligible for tax incentives under any other program shall be eligible for only one such program at a time.
- Only owners of property are eligible to receive a tax rebate.
- Tax rebates transfer with ownership of a property.
- Rebates are based on the increase in APPRAISED VALUE as of January 1 of the year following 100% completion of the improvements, contingent upon final inspection or issuance of a certificate of occupancy.

Tax rebates are based on the increase in APPRAISED VALUE of a property as of the January following completion of the project. The tax rebate is based solely on the improvements, not on any market factors. The example below illustrates which improvements to a $100,000 home may qualify for the rebate:

Appraised value before improvements	$100,000
*Increased value due to improvements	25,000
Increased value due to market forces	5,000
Total appraised value	$130,000
***Increase in value eligible for a tax rebate**	**$25,000**



FAQs

Q: Can I simply paint my house or do some minor re-modeling and be eligible for this program?

A: It is unlikely that minor repairs will enable a property to qualify for the program. Improvements must increase appraised value by at least 15% or $5,000, whichever is greater. In addition, the increase in appraised value must be a direct result of the improvements.

Q: What is the application process?

A: Obtain an application for the Neighborhood Revitalization Program when applying for a building permit. Complete the application and return it to the City. After final inspection, City staff will forward the application to the County Appraiser's office for review and appraisal of the project. Applicants will receive their tax rebate, minus a 5% administrative charge, after their property taxes are paid in full.

Q: What types of property are eligible?

A: Residential and commercial/industrial property within the Neighborhood Revitalization Area is eligible for the NRP.

Q: Are the rebates transferable if I sell my property?

A: Yes. Rebates are transferable. If an individual has received two years of a five-year rebate, the party buying the property will receive the last three years of the rebate.

Q: Can I take advantage of the program if I don't live in the project area?

A: Maybe. Properties outside the Neighborhood Revitalization Area may be eligible for the program. However, those structures must meet stricter criteria for approval. Contact the Community Development office for details.

Q: Can this program be used in conjunction with tax abatement programs?

A: No property involved in the program can receive other tax abatement benefits.

Certificate of Appropriateness Application

Newton / North Newton Historic Preservation Commission

PROPERTY OWNER/CONTACT INFORMATION

PROPERTY OWNER NAME: _____

ADDRESS: _____ CITY/ZIP: _____

REPRESENTATIVE/CONTRACTOR: _____

ADDRESS: _____ CITY/ZIP: _____

EMAIL ADDRESS: _____

PARCEL INFORMATION (IF KNOWN)

PROPERTY ADDRESS: _____

HISTORIC DISTRICT: _____ HISTORIC STATUS: LR / SR / NR / NA

PROJECT DESCRIPTION

- ☐ NEW CONSTRUCTION
- ☐ EXTERIOR REHABILITATION
- ☐ STRUCTURAL REPAIR
- ☐ INTERIOR REHABILITATION/REMODEL
- ☐ EXTERIOR MAINTENANCE/REPAIR
- ☐ EXTERIOR ADDITION
- ☐ NON-STRUCTURAL REPAIR
- ☐ SIGN/AWNING INSTALLATION
- ☐ OTHER: _____

DETAILED PROJECT DESCRIPTION (please use additional pages if needed)

Describe in detail the proposed project including any materials to be removed, new materials to be used, and design elements that will be affected (i.e. windows / doors / roof / brick / foundation / proposed colors etc.

_____

_____

_____

_____

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

☐ Photographs of your property and the location to be affected by your project. (Please note, city staff may visit the site for additional pictures)

- ☐ Site plan/drawings of the proposed work to provide a visual of the finished project.
- ☐ Written description of the materials to be used and construction techniques.
- ☐ Material sample (if available).
- ☐ If your project includes signage and/or awning, please include a scale drawing indicating lettering type, dimensions, materials, colors, locations, and method of illumination (if applicable).

INITIAL YOU HAVE READ THE FOLLOWING:

____ You (applicant) and/or applicant representative are encouraged to attend the meeting of the Newton/North Newton Historic Preservation Commission held on the second Thursday of every month at 7:00 pm in the Newton City Commission Chambers at 201 E 6th Street. Your presence will provide the HPC with a resource for questions regarding the project and will allow you to present additional details not already stated. Should you choose not to attend, review of your project may be postponed to the following meeting at the discretion of the HPC to allow for any adequate information to be provided.

____ Issuance of a Certificate of Appropriateness letter does not constitute issuance of a building permit by the City of Newton Engineering Department. Nor does it constitute approval of any Federal or State Tax Credit Application.

____ Any changes to the project after the completion of a review will require a new COA application and presentation.

OWNER OF RECORD SIGNATURE: _____ DATE: _____

OWNER REPRESENTATIVE SIGNATURE: _____ DATE: _____

- - - FOR OFFICE USE ONLY - - -

DATE RECEIVED: _____/_____/_____ DATE REVIEWED: _____/_____/_____

DECISION: _____

NOTES/CONDITIONS:_____

_____

_____

_____

_____

Preservation Planner