

ILLINOIS MAIN STREET

Main Street Momence Design Guidelines

“Some have been the objects of frequent vandalism. Others will be torn down or will be dismantled piece by piece. - Woodwork, doors, mantelpieces to be sold somewhere as antiques. These acts destroy more than just a building. They also eliminate vestiges of our past. Eloquent expressions of a history that could inform generations yet to come.”

Preface, *Silent in the Land*

Introduction	2-3
Storefront Design	3-5
Storefront Materials	5-6
Rear Facade	6-8
Windows	8-9
Doors	10
Awnings & Canopies	10-11
Signs	11-12
Colors & Paint	12-14
Masonry	14-17
Other Maintenance Principles	17
Site Improvements	17-18
Infill Construction	18-19
Americans with Disabilities Act (ADA)	19-21
Restoration or Rehabilitation Investments	21-23
Financial Incentives	
Design Assistance	
Local Resources	
Appendix	24
Definitions	25
Bibliography	26

Office of Lt. Governor
414. Stratton Bldg.
Springfield, IL 62706
217.782.3734
www.state.il.us/ltgov

Anna Margaret Borntreger
Anthony Rubano

IHPA
One Old State Capitol Plaza
Springfield, IL 62701
Fax: 217.524.7525
www.illinois-history.gov
217.782.7534
217 782-7459

annamargaret_borntreger@ihpa.state.il.us
anthonyrubano@ihpa.state.il.us

Office of Lt. Governor
100 W. Randolph
JRTC. Suite 15-2000
Chicago, IL 60601
312.814.52 20

Be sure to contact the Building Department at 815-472-2001 and Main Street Momence at 815-472-3861 before starting any work.

Introduction

Main Street Momence (formerly Momence PRIDE) was founded in 2001. In cooperation with the City of Momence and the Momence Chamber of Commerce, its purpose is to develop and implement a comprehensive, preservation-based economic development strategy for historic downtown Momence. Momence is one of 57 cities and towns that participate in the Illinois Main Street program, which is administered through the Illinois Lieutenant Governor's office and the Illinois Historic Preservation Agency. Momence receives technical assistance from Illinois Main Street in the areas of organization, promotion, design and economic restructuring.

Main Street Momence's Mission Statement: To preserve and promote the historic, cultural, social and economic vitality of downtown Momence and to *foster a spirit* of community teamwork that will result in an economically vibrant and inviting downtown district.

When historic preservation is combined with downtown development to create a working, growing, and aesthetically pleasing business center, the economic vitality and values that the downtown stands for are reinforced and rekindled, solidifying the image of a downtown as the unique commercial and social heart of the village.

Improving the visual appearance of downtown Momence helps to make the area a fun place to visit and is as critical to the success of the area as are improving economic performance, strengthening public participation, and recruiting new businesses.

Momence is a town 50 miles due south of Chicago and 10 miles west of the Indiana border. Downtown Momence lies primarily along historic Dixie Highway, which intersects the downtown, and adjacent to the Kankakee River. Each individual building façade plays an important role in the makeup of the District Storefronts, window displays, signage, color, canopies and architectural

Details all play an integral part in the successful design of individual buildings. Rehabilitating your Downtown Momence building can be overwhelming and you may have many questions such as: What materials should I use? What colors are best? Is an awning appropriate? What kind of sign would look best?

This document has been created to help you answer these questions and to assist you in properly renovating and restoring your building.

Storefront Design

The traditional commercial storefront can be considered the most important element that sets apart and gives historical significance and character to the downtown area.

The majority of Momence's historic buildings date from the late 1800s. When originally constructed, the downtown buildings shared a consistency in design and proportion that was a key element to creating a strong visual image. This consistency is important in conveying how downtown is perceived by the customer seeking goods and services. A historically preserved downtown is a powerful tool for attracting people to the area and to individual businesses that are located here.

Changes have occurred to Momence's buildings during the years in response to various merchandising trends, technology, and changing tenants. In most cases, the changes affected the storefront area while the upper façade remained intact. In some of these cases, the original storefronts may still be in place, but are covered over or in need of historic restoration.

The traditional commercial facade consists of three parts: the storefront with an entrance and large display windows, the upper masonry facade with regularly spaced windows, and the decorative cornice that caps the building. These components may appear in various shapes, sizes, and styles. In Downtown Momence, the typical facade consists of a two-story masonry building, many with intricately detailed decorative cornices.

When installing satellite dishes, position them in an area out of view to pedestrians and motorists on Dixie Highway and Washington Street. If applicable, also consider the viewpoint of customers utilizing rear entrances.

Design

The traditional downtown building facade has a well-defined opening that the original storefront filled. The opening is bounded on each side by piers, which were usually constructed of masonry. It is bounded on top by the storefront lintel, which is the structural member supporting the upper facade, and bounded below by the sidewalk.

The storefront was composed almost entirely of windows. The large glass opening served to display the store's wares as well as allow natural light deep into the store, thus minimizing the need for artificial light sources.

The visual transparency of the storefront also is important because it is part of the overall proportion system of the facade. The proportion of window-to-wall areas in the traditional facade calls for more glass and less wall at the storefront level, balanced by more wall and less glass on the upper facade. For practical purposes, buildings on Washington Street and Dixie Highway were originally constructed on narrow lots, resulting in itinerant proportions such as higher ceilings, which influence the overall design of the storefront.

Improvements

In considering improvements to the storefront, it is very important that the original opening be recognized and maintained. The remodeled storefront should be designed to fit inside the original opening and not extend beyond or in front of it.

Key Points to Consider

- The storefront should be composed almost entirely of glass. If large areas of glass are not appropriate to the business, consider the use of window treatments, such as blinds, drapes, or interior shutters.
- The entry should be maintained and restored in its original location and configuration. If the original entry is gone, the new entry should be designed and placed with consideration to traditional design themes and its relationship to the overall building facade and symmetry. *Transom windows that are covered or blocked should be reopened and restored. *Storefront bulkheads should be restored or renovated.
Original elements, such as cast iron columns, cornices, entry doors, and lighting fixtures, should be restored.
- Signage should be integrated into the storefront design.

- Lighting should be integrated into the storefront design.
- Awnings, if desired, can be integrated into the storefront design.
- When planning the storefront renovation, contact the Design Committee through the Main Street Momenca office for information regarding your building. Old photographs can be a valuable tool in determining original design, materials, and signage used on your building.

Storefront Materials

When designing a new storefront or renovating an existing one, the goal should be a transparent facade.

Keeping the materials simple and unobtrusive will help you achieve this goal. There is no need to introduce additional types of building materials to those that originally existed. Whether building new or renovating existing storefronts, use materials that perform their intended function well, and use them consistently throughout the design. This approach will enable you to achieve simplicity in design and uniformity in the overall storefront appearance. Utilize existing materials whenever possible, repairing rather than replacing. Typical examples of materials and their location on the storefront include:

- Storefront frame: wood, cast iron, anodized aluminum
- Display windows: clear glass
- Transom windows: clear, frosted, stained, prism, textured or etched glass
- Entrance: wood or aluminum with a large glass panel
- Bulkheads: wood panels, polished stone, glass, tile, metal-clad plywood panels
- Storefront cornice: wood, cast iron, or sheet metal
- Side piers: should be the same material as upper façade, typically stone or brick

Certain materials should never be used on the traditional commercial building where they have no relationship to the original design and, therefore, violate the consistency of the building's appearance with the downtown area. Such inappropriate materials may include: cultured stone, imitation brick, wood siding, wooden shingles on mansard roofs, gravel aggregate, synthetic stucco or exterior insulation finishing system (EIFS) materials (commonly referred to by the brand name "Dryvit"), or dark reflective window film.

What to Do?

Depending on the building's condition and the amount of money you have budgeted, there are three basic approaches you may want to consider.

Minimal Rehabilitation: This preservation approach to rehabilitation requires basic maintenance, necessary replacement, removal of extraneous materials, and simple design improvements. Cosmetic treatment can help to unify the building by covering a time-worn storefront with an awning or painting a contemporary storefront a dark receding color to minimize its effect.

Major Renovation: This approach retains the facade's existing original elements while using contemporary and traditional design and, materials for replacement of inappropriate elements. In all major renovations, care must be taken to insure' that the design of improvements **is** understated so as not to compete with the overall character of the facade. For instance, when installing a new storefront, any of these alternatives would be appropriate:

- A simplified version of a traditional storefront in wood or aluminum
- A traditional period storefront constructed in wood

Restoration: This approach restores the facade to its original condition. It involves the exact duplication of the original storefront, including its architectural detail, color scheme, and sign placement. If a building has undergone only minor alterations, restorations may be relatively inexpensive and most desirable.

Rear Facade

The appearances of rear block areas are especially important to Momence because of their high visibility from side streets and the large percentage of existing and developing parking lots adjacent to or abutting these entrances.

Parking in Downtown Momence, particularly for Washington Street and Dixie Highway businesses, is often located in the several off-street public parking lots behind buildings where rear or side entrances are warranted. Customers tend to avoid rear entrances because areas behind buildings are often neglected and are commonly thought of as service areas where deliveries are made or garbage is picked up. The rears of the buildings are coming into full and open view. A combination of front entrances with side or rear entrances is called "double fronting."

There are certain advantages to this, including:

- Enhanced circulation patterns
- Better access to off street-parking
- Store identity created on more than one side of the building

Double fronting may, in isolated cases, create disadvantages, including increases in:

- Initial cost of remodeling
- Maintenance costs of additional doors, windows, and sidewalks
- Security

If you do not have an attractive, customer-friendly rear entrance but are considering improvements, ask yourself these questions:

- How would added walk-through traffic help my business?
- Would a rear entrance be an added convenience for my customers?
- What changes would I have to make to my store for an attractive rear entry?
- How would I handle security, displays, and circulation through the store?
- Where do my customers typically park?

Like the storefront, the rear entry should respect its neighbors. An attempt to make your entrance compatible with surrounding businesses should be a priority. Look at the back entrances next to yours before you make any changes. Work with your neighbors to create unity in this all-too-often ignored area.

The rear entry should compliment the storefront without overshadowing the front entry importance. Like the front, the back entry requires identification. A rear-door window panel is one way to identify and open your store to customers. A small sign on or near the door is another identifier. Be sure to keep it small and do not clutter the area with too many signs. An awning is a pleasant addition and a convenience to shoppers during inclement weather.

Normal service activities such as trash collection, shipping, and receiving must occur with ease. It is possible to accommodate these functions and make the rear spaces enjoyable “people places” at the same time. Pick a central location for trash collection, which will serve several stores efficiently. Simple enclosures can be constructed to hide dumpsters and prevent clutter. Before construction, be sure to consult the collection agency to ensure that your design will not disrupt pick-up services.

Plantings can either add to or detract from the aesthetics of the rear building area. If there is enough sun, planter boxes may be utilized as an attractive buffering element, but only if you are committed to caring for them properly. Weeds are a detracting and visually negative element in poorly paved and unattended areas. For a better image, keep all plantings under control and consistently well maintained.

Snow removal is as important to a rear entrance as it is to a front entrance. Customers are unlikely to come into a business that does not take the time to shovel all walkways.

With good design and proper maintenance, these rear entrances can become attractive and convenient for shoppers and highly beneficial to Downtown Momence businesses.

Windows

Windows are an important component of the facade; they open the building with light and offer a proportional continuity between the upper floors, and the storefront.

Often, deteriorated windows have been simply replaced neglected or inappropriately, thereby diminishing the overall character of the building. Every effort should be made to retain and preserve each window, its function, and any decorative details still remaining.

Protect and maintain the wood and metal of the window and its surrounds with appropriate surface treatments, such as cleaning or rust removal. All bare wood should be primed with a high quality, oil-based primer and painted with one or two coats of latex or oil-based paint. Loose or broken window panes can be fixed easily by any qualified glazier. Make windows weather tight by recaulking and replacing or installing weather-stripping.

Check the overall condition of window materials and window features to determine if repairs are required. Check all wood parts of the window for decay, cracks, **or** splitting. Pay particular attention to the sills and window sash bottoms where water may collect. Repair window frames and sashes by patching, splicing, or reinforcing. Replace all parts that are deteriorating **or** missing. Cracks should be filled with caulk, wood putty, or epoxy reinforcement and the surface sanded.

Do not replace the entire window when minor repair/limited replacement of parts is appropriate.

If a window is missing or deteriorating beyond repair, replace the window with one that matches the original configuration. Use the overall form and any detailing still evident as a guide. Use the same type of Material as the original. Always fill the entire original window opening, even if part of the opening previously had been filled in.

Window Film

Adhesive window film cuts down on thermal gain (the heat transmitted into the interior) and eliminates ultraviolet infiltration. This reduces both the heat build up in the display window area and the tendency for products to fade from exposure. However, if you should install a window film, be sure that it is non-reflective and near transparent. Tinted film makes the windows seem black from the exterior, and reflective film turns your display windows into mirrors. For maximum impact, window film should be professionally installed.

Storm Windows

Insulating storm windows can help conserve heat and energy. Storm windows can be installed either on the inside or the outside of the historic window. If they are installed on the exterior, they should be either of painted wood or metal with a paint-like (or powder-coated) finish. Avoid anodized coatings. Make sure that interior storm windows are properly vented so that moisture does not build up between the windows.

Steel Windows

Steel windows are often found on rear facades and light industrial buildings of the early 20th century; Popular prior to the development of aluminum windows, steel windows are known for their incredible longevity and elegant, thin profiles unattainable in any other material. Steel windows possess unsurpassed durability and are relatively easy to repair. Always keep them painted or they will rust. To repaint, scrape off any loose paint and rust with a wire brush. Prime with a metal primer and any re-glazing can be done by a qualified glazier. Maintained properly, steel windows can last over a hundred years. Steel has a much higher thermal resistance than aluminum. Tests have shown that steel windows are no less energy efficient than aluminum windows with a thermal break.

Doors

The entry into a storefront of ten can be the focus of a historic facade. Maintaining a traditional entry door pair of doors can contribute to the overall character of the facade. Traditionally, the entrance door was made of wood with a large glass panel. Every effort should be made to maintain and repair an original door.

If a door is to be replaced, consider one of the following options:

- Have a new door built with the same design and proportions as the original.
- Find a manufactured wood or steel door that resembles the traditional storefront door. ...
- Use a standard aluminum, commercial door with wide Stiles and a dark anodized or baked enamel finish.
- Avoid doors that are residential in character or decorated with moldings, crossbucks or window grilles.

Awnings & Canopies

The canvas awning was an important design element in the traditional storefront. It provided shelter, added color and served as a transition between the storefront and the upper facade.

An awning should emphasize the frame of the storefront window, but should not cover the piers on either side. Typically, it should be attached below the sign panel -the space between the second-story window sills and the first-story facade. In some cases, the awning may be mounted between the transom and the display windows, thus allowing light to enter while shading pedestrians and merchandise.

Where possible, retain and repair awning fixtures and canopies that originate from the building's earlier historical periods. Whenever appropriate and possible, new awnings should be complementary in placement, proportion and color to the building's original fixtures and to existing awnings and canopies of adjacent buildings.

New awnings should be constructed of a woven cloth material. Vinyl, plastic, and metal are inappropriate to historic facades and generally detract from the historic *character* of the building and those surrounding it.

Consider replacing inappropriate awnings and canopies with traditional canvas-like fixtures. Though real canvas duck is available, it is not as long lasting as the 100% acrylic woven fabrics of today. A standard street-level awning should be mounted so that the valance is a minimum of 9 feet above grade and projects no closer than 12 inches from the curb. In addition to the slope section of the awning, a canopy (any awning with vertical support that reaches the ground) should be mounted so the valance is a minimum of 8 feet above grade and projects no closer than 2 feet from the curb. A 12-inch valance may be attached to the awning bar and can serve as a vertical sign panel with a simple message to identify the storefront business.

Inappropriate storefront alterations can be effectively disguised by mounting an awning over the alterations while maintaining the proportions of the original storefront.

Signs

Signs are a vital part of the economic success of the Downtown Momence business district. With a sign, the business calls attention to his or her business and creates an individual image. Signs also contribute to the district's overall image.

If Downtown Momence is to present a harmonious appearance, its signs must serve both of these images. Keep in mind the following guidelines when designing a sign:

- Determine the purpose of the sign.
- Determine the type of sign (word, symbol, number or all three).
- Consider the possibilities of using different materials, such as wood, metal, stone, neon, canvas, paint on glass, gold leaf and etched or stained glass.
- Look at photos of how the building looked in the past.
- Visualize how the sign will appear in relation to the entire facade.
- Decide where to put the sign (under the storefront cornice, painted on glass, on the side of the building, projecting from the building or on the awning valance).
- Decide how much information to put on the sign. Suggestion: keep it simple.
- Take hints from the architecture of the building and surrounding structures when selecting colors for the sign.

- Determine a lighting system that is not obtrusive or gaudy and does not distract attention from the sign, which can be illuminated externally with incandescent, fluorescent or halogen lights.
- Express the personality of the business through one of three basic styles of type: serif, sans serif and script.
- Factor in quality of workmanship and construction.
- Consider a sign that expresses a personal business message, rather than one provided by national distributors.
- Keep it simple and enjoy all the attention.

There are examples of porcelain-enamel and neon signs, painted wall signs and rooftop signs in Momence that give vibrancy and character to the area. As a result, business and property owners should give consideration to the continued existence and preservation of old commercial signs that meet the following criteria:

- A rarity or distinction in the sign's materials or craftsmanship.
- A large, well known sign that has become a popular landmark in the community by reason of its prominent location, long existence, large size, and/or unusual design.
- A sign that is integral to the design of a building and helps to identify the era or style of the building.
- Signs that advertise an obsolete product or defunct business, and which may give the only clue as to a building's original use.

Before pursuing the installation of signage, call the Main Street Momence office, 815-472-3861, for design assistance, AND the City of Momence Building Department, 815-472-2001, for a copy of the current sign ordinance.

Colors & Paint

Colors should tie the architectural elements together, and this scheme should be consistent throughout the upper and lower facade.

The placement of colors, rather than the number of colors, best accentuates the architectural details. Colors are distributed into three categories: base, trim, and accent. The base often matches the natural color of building materials, such as brick or stone. The major trim color is used to frame the facade, doors, and windows.

It also is the primary color of the cornice and major architectural elements. If a minor trim color is used, it often is a darker shade placed on doors and window sashes. An accent color is used in limited doses to highlight small details.

While the color a business or property owner paints his or her building is, to some extent, a personal decision, there are neighbors and other issues to consider.

Victorian Color Scheme

This non-historic color scheme uses bright trim and accent colors in dramatic contrast to the base color of a building. A building must have an extremely ornate architecture to pick out details successfully with multiple-accent colors. Too many colors on the wrong elements will detract from the building's character and that of its neighbors. Taken to an extreme, Victorian color schemes can create a building that looks as though a carnival were taking place inside.

Historic Color Scheme

This scheme uses body, trim and accent colors from a particular time period. Historic color schemes are more appropriate for the style and character of buildings designated as landmarks or situated in designated historic districts. The colors should complement the schemes on adjacent buildings. Colors may be chosen based on paint chip analysis of a building's original color or based on colors used on other buildings of the period. Color guides of documented historic hues from selected paint manufacturers are an aid to historic color selection. Old photos of the building or a similar one can establish light versus dark color placement.

Painting

The purpose of paint is to seal the building surface from the elements and to prevent deterioration of materials from temperature and humidity extremes. Generally, wall surfaces that have not been painted should remain unpainted, such as brick, terra cotta, cast concrete block and stone. Soft, porous brick that was originally painted should remain painted. Always select paint that is formulated for the particular surface application planned.

A primer coat seals the surface and enhances the bond with the compatible top coats. On unsealed wood and metal surfaces, use oil or alkyd primers. Unsealed masonry requires a specialized primer/sealer. When repainting over an existing top coat, continue to use the same paint formulation - oil or latex.

If a formula change is necessary, or if the original paint, type cannot be determined, then prime with a first coat specifically made for the topcoat planned. Finally, apply two top coats to provide the most durable finish.

Color schemes for historic commercial buildings differ depending on age. The mid 1800s displayed soft, neutral tints later in the century darker, richer shades were used. In contrast, lighter, calmer colors were used in the early 1900s.

Surface Preparation

Proper surface preparation of wood, metal, and masonry prior to repainting will maximize the longevity of the top coat. The following steps will prevent premature paint failure:

- Thoroughly remove dirt, mildew, and paint chalk with a mild detergent.
- Remove failing paint on wood with electric heat, scraping, or sanding.
- Remove failing paint on metal or masonry with an approved chemical application or with scraping or sanding.

Please note: Sandblasting, high pressure washes or other abrasive paint removal methods should never be undertaken on any materials other than cast iron. Well-documented evidence shows that these methods do irreversible, damage to wood and masonry surfaces. Sandblasting removes the hard, glazed surface from kiln-fired masonry and, exposes thinner, more porous material to water infiltration and accelerated deterioration. Sandblasting also severely pits the surfaces of masonry and wood, and with the latter, opens the grain to moisture dirt, and mildew infiltration.

Following the proper surface cleaning, significant architectural elements should be retained, repaired, or preserved whenever possible. As a last resort, damaged material should be replaced with similar or matching material only. Weathered and cracked wood should be treated with consolidates, preservatives and/or fillers, then sanded prior to sealing.

Masonry

Masonry is a strong, durable building material and, when well maintained, can last for centuries.

As in most communities, many buildings in downtown Momence consist of brick masonry. Other structures consist of stone, concrete block, and marble.

Two very common repair activities are masonry cleaning and re-pointing. While both may improve the appearance of a building, care must be taken to determine the proper techniques used so that no harm is done to the masonry.

Masonry Cleaning

It should not be assumed that all masonry needs cleaning. Surface stains generally cause few problems and can even enhance the charm of an older building. However, evidence may indicate that heavy dirt and other pollutants are now harming the masonry. It is, therefore, reasonable to clean masonry only where it is necessary to halt deterioration or to remove unsightly and heavy soiling while taking care not to destroy the natural characteristics that come with age.

Some Questions to Consider;

- How clean of a surface is desired or necessary?
- What is the nature of the soil and how tightly is it adhering to the surface?
- What is the masonry type and what are its characteristics?
How is the surface constructed?
Are there any metal attachments that could rust?
- How can the environment and the public's and workers' health best be protected during the cleaning?

The basic principle in cleaning masonry is to select the gentlest method possible to achieve an acceptable level of cleanliness. Working with a professional helps to ensure that the method chosen is right for your building.

The 3 Major Cleaning Methods:

Water: This method ranges from hand scrubbing to pressure washing to steam cleaning. It softens and rinses dirt deposits from the surface. Water cleaning generally is the simplest, gentlest, safest, and least expensive method.

Chemical: Chemical cleaners include acids and alkaline or organic compounds in either liquid or vapor forms. The chemicals react with the dirt and/or the masonry to hasten the removal process. However, the run-off from improperly used chemical methods can cause serious damage to the environment including plants, animals, and rivers.

Abrasive: Abrasives include grit blasting, grinders, or sanding disks to remove dirt or stains. All abrasive methods are inappropriate ways to clean masonry.

To select the best cleaning technique, a patch test should be performed and the results observed for a sufficient time period (all four seasons, if possible) to determine the immediate and long-range effects of the cleaning method.

Repointing

Repointing is the removal of deteriorating or failing mortar from masonry joints and replacing it with new mortar. Repointing can restore the visual and physical integrity of the masonry. Generally, it is better to clean the masonry with the gentlest method possible before resorting to repointing, unless the mortar is badly eroded. Some obvious signs of deterioration may assist in the decision to repoint the mortar:

- Disintegration of mortar
- Cracks in mortar joints
- Loose bricks, cornice sections, or decorative elements

In general, repointing masonry walls of older commercial buildings should be done with a soft lime-based mortar mix rather than a harder Portland cement based mortar, which is stronger than the older brick and can result in cracking. Be sure to match the existing mortar in texture, consistency, color and joint profile and do not grind out mortar joints. Pay special attention to the profile of very thin mortar joints found in smooth “Victorian” bricks from the 1880s and 1890s and the color of the mortar in “tapestry” brick from the 1920s and early 1930s. It is highly advisable to hire a qualified mason to undertake repointing of masonry walls due to the extent of handwork and special materials required.

The decision to clean the surface of a building is partly a matter of appearance and partly a maintenance issue.

Do not paint brick that has not already been painted. Paint on masonry walls generally seals porous material and hastens deterioration.

Other Maintenance Principles

Cast Iron Storefronts

- To refinish, cast iron, use a wire brush to remove loose paint and rust, then repaint with a rust-inhibiting primer and paint formulated for exterior metal.

Structural Glass and Glazed Terra Cotta

- An expert should be consulted prior to attempting any repair work on Carrara glass, also called Vitrolite, and glazed terra cotta.

Wood Maintenance and Painting

- Painting **or** staining of wood siding and trim is necessary for weatherproofing the wood and protecting interior construction.
- When installing replacement wood components, prime both sides of the wood before installing.
- Epoxy products can be used to replace small Sections of deteriorated wood. Mildew can be controlled or eliminated with proper cleaning and paint additives.

Stucco

- When original stucco must be patched or replaced, Portland cement stuccos should be avoided.

Exterior Insulating Finishing System (Dryvit is a common brand name)

The relatively new material known as Exterior insulating Finishing System (EIFS) is not an appropriate surfacing for large areas of an historic facade.

Synthetic Siding

Substitute and synthetic sidings such as vinyl siding, aluminum siding, and imitation brick and stone sidings are not appropriate for use on historic structures and new construction.

Site improvements

There are opportunities for site improvements along Washington Street and Dixie Highway where buildings no longer exist.

Aside from constructing a new building, property owners can consider modest site improvements that will enhance the character of the street.

Cars should be screened from public view. Appropriate screening methods include masonry screen walls or iron fencing in character with the district and landscaping. Chain link fencing along sidewalks is inappropriate.

Infill Construction

Infill - the construction of new buildings on vacant lots - is encouraged. The design of an infill building is a special challenge, particularly its front façade which should be designed to look appropriate and be compatible to the surrounding buildings.

What constitutes good infill design? There is no absolute answer; a good design will vary according to its setting. Because an infill building is new, it should look new. However, the appearance must always be sensitive to the character of its neighbors without mimicking them. There are several ideas that should govern the visual relationship between an infill building and its neighbors.

Proportions of the Façade

The average height and width of the surrounding buildings determine a general set of proportions for an infill structure or the bays of a larger structure. The infill building should occupy the entire space and reflect the characteristic rhythm of facades along the street if the site is large, the mass of the facade can be broken into a number of smaller bays to maintain a rhythm with the surrounding buildings.

Composition

The composition of the infill façade -the organization of its parts -should be similar to that of surrounding facades. Rhythms that carry throughout the block, such as window spacing, should be incorporated into the new facade.

Proportions of the Openings

The size and proportions of window and door openings of an infill building should be similar to those on surrounding facades. The same applies to the ratio of window area to solid wall for the facade as a whole.

Detailing

Infill architecture should reflect the elements and detailing of surrounding buildings, including window shapes, cornice lines, and brick work.

Materials

An infill facade should be composed of materials similar to the adjacent facades. The new building should not stand out in opposition to the others.

Building Setback

The new facade should be flush to its neighbors. The building should not be setback from the sidewalk.

Roof Forms

The type of roof used should be similar to those found on adjacent buildings. Usually, the upper cornice will cover the visibility of a flat roof from the front facade.

Historic commercial buildings should not be torn down or neglected to the extent that demolition seems the only alternative. Every effort should be made to either locate a sympathetic buyer or find an appropriate use for the structure to prevent its demolition.

Americans with Disabilities Act (ADA)

Over 54 million Americans are potential new customers to small businesses if they can access the goods, services, or activities of businesses.

Private businesses that provide goods or services to the public are called public accommodations in the ADA, which establishes requirements for twelve categories of public accommodations, including stores and shops, restaurants and bars, service establishments, theaters, hotels, recreation facilities, private museums and schools and others. Nearly all types of private businesses that serve the public are included in the categories, regardless of size.

Businesses that serve the public are covered by the ADA and have obligations for existing facilities as well as for compliance when a facility is altered or a new facility is constructed. Existing facilities are not necessarily exempted by “grandfather provisions” that are often used by building code officials.

In recognition that many small businesses cannot afford to make significant physical changes to their stores or places of business to provide accessibility to wheelchair users and other people with disabilities, the ADA has requirements for existing facilities built before 1993 that are less strict than for ones built after early 1993 or modified after early 1992. In addition, there are tax credits and deductions available to businesses. These are described in the incentives section of this publication.

Existing Facilities

While it is not possible for many businesses, especially small businesses, to make their facilities fully accessible, there is a lot that can be done without much difficulty or expense to improve accessibility. Therefore, the ADA requires that accessibility be improved without taking on excessive expenses that could harm the business.

Businesses that serve the public must remove physical “barriers” that are “readily achievable,” which means easily accomplishable without much difficulty or expense. The readily achievable requirement is based on the size and resources of the business. So larger businesses with more resources are expected to take a more active role in removing barriers than small businesses.

The ADA also recognizes that economic conditions vary. When a business has resources to remove barriers, it is expected to do so; but when profits are down, barrier removal may be reduced or delayed. Barrier removal is an ongoing obligation and, as a result, businesses are expected to remove barriers in the future as resources become available. (See ADA Tax Credit and ADA Tax Deduction under the Restoration or Rehabilitation section).

Special consideration should be given to historic buildings when providing accessibility features. Solutions for accessibility should not destroy a property’s significant materials, features and spaces, but should increase accessibility as much as possible.

New Construction

The ADA requires that newly constructed facilities, first occupied on or after January 26, 1993, meet or exceed the minimum requirements of the ADA Standards for Accessible Design Standards. Alterations to facilities, spaces or elements (including renovations) on or after January 26, 1992, also must comply with the Standards.

When building a new facility or modifying an existing one (i.e., re-striping parking areas, replacing the entry door or renovating the sales counter), make sure to consult the Standards and the title III regulations for the specific requirements.

Renovations or modifications are considered to be alterations when they affect the usability of the element or space (i.e., installing a new display counter, moving walls in a sales area, replacing fixtures, carpet or flooring, and replacing an entry door). However, simple maintenance, such as repainting a wall, is not considered an alteration by the **ADA**.

For a copy of the ADA Guide for Small Business, contact the ADA for Illinois at 312 413-1407.

Restoration or Rehabilitation Investments

Various types of costs are associated with restoration and rehabilitation projects.

Typically they include the following:

- Professional fees for architects, engineers, and landscape architects.
Property costs for acquiring the building or site, if not already owned.
- Permit fees. Building permits, zoning changes, waivers, water and sewer connections, electrical hookups and other fees are paid to the City of Moline and/or local utility companies as part of the rehabilitation or restoration process. Owners are encouraged to contact the Building Department, 815-472-2001, prior to beginning rehabilitation or restoration work.
- construction costs. The largest portion of a restoration or rehabilitation project budget will be consumed by the fees paid to contractors and subcontractors and by the costs of materials and supplies.
- Cost of capital. Owners usually must borrow money for construction and other costs from a bank, savings and loan, an insurance company, a pension fund, or some other source. The rate of interest charged and the term of the loan will dramatically affect the total cost of a project. Owners are encouraged to contact the Main Street Moline office at 815-472-3861, for information on available incentives, which often make the difference between the financial success or failure of a project.

Financial Incentives

Main Street Momence Façade, Awning and Signage Matching Grant Program This program provides' financial assistance to existing business and property owners for the restoration or rehabilitation of commercial building facades based on building frontage. The Main Street Momence Design Committee reviews and approves all projects, which must comply with the "Main Street Momence Design Guidelines." For an application, contact the Main Street Momence office at 815-472-3861.

Design Assistance

Commercial properties located in the Momence Main Street District are eligible for free design assistance through the Illinois Historic Preservation Agency in cooperation with Illinois Main Street. Design services provided must meet the Secretary of the Interior's Standards for Rehabilitation (see 'Appendix A') for projects regarding historic properties or potentially historic properties.

The following design services are free of charge as a service of Illinois Main Street:

- Site visits to the building conducted by the architect.
- Schematic design showing proposed changes to the exterior of the building.
Technical information such as product catalogs and paint chips.
- Schematic cost estimates for exterior renovations. Note that the architect is available over the phone during the bidding and construction phase to answer questions.

10% Tax Credit

Administered by the National Park Service, the 10% Tax Credit applies to the substantial rehabilitation of non-historic buildings built before 1936, which are used for non-residential, income-producing purposes. For more information, contact the Main Street Momence office at 815-472-3861.

Americans with Disabilities Act (ADA) Tax Credit

Section 44 of the Internal Revenue Service Code is available to businesses that have total revenues of \$1 million or less in the previous tax year or 30 or fewer full-time employees. This credit can cover 50% of the eligible access expenditures in a year up to \$10,250 (maximum credit up to \$5000).

The tax credit can be used to offset the cost of undertaking barrier removal and alterations to improve accessibility; providing accessible formats such as Braille, large print and audio tape; making available sign language interpreter or a reader for customers or employees, and for purchasing certain types of adaptive equipment.

ADA Tax Deduction

Section **190** of the IRS Code is available as tax deduction to all businesses with a maximum deduction of \$15,000 per year. The tax deduction can be claimed for expenses incurred in barrier removal, and alterations. For more information, call the Internal Revenue Service at 800-829-1040.

Local Resources

Main Street Momence
103 N. Dixie Highway, P.O. Box 101
Momence, IL 60954
815-472-3861

City of Momence, Building Department
123 W. River Street, Momence, IL 60954
815-472-2001
Fax 815-472-6586

Edward Chipman Public Library
126 Locust St., Momence IL 60954
815-472-2581

Appendix

The guidelines contained in this publication are based on the US. Secretary of the Interior's Standards for Rehabilitation reprinted here.

The U.S. Secretary of the Interior's Standards for Rehabilitation

1. A property shall 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.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Definitions

Awning: A framework covered with fabric or metal protecting from the facade of a building located on a storefront or individual window openings. The primary purpose is to shade the interior of the building and provide protection to pedestrians. Awnings can be supported by poles or brackets.

Bulkhead: The wood or metal panel located-beneath the display window in a typical storefront.

Canopy: A flat metal and/or wooden structure used to shelter pedestrians on the sidewalk that projects out from a storefront at a right angle and is usually suspended with chains or rods.

Cornice: A projecting molding that crowns the top of a storefront or facade.

Double Hung Window: A window with two sashes that Slide up and down.

Façade: The front face of a building.

Lintel: A horizontal structural element over a window or door opening that supports the wall above.

Parapet: The portion of the wall of a facade that extends above the roof line. **Sash:** A frame designed to hold the glass in a window.

Sign Board/Fascia: A horizontal panel either of wood or an inset brick wall located immediately below, the cornice. It is usually an ideal location to place a sign.

Transom Window: A small horizontal window located above a door or display window.

Window Hood: An exterior projecting molding on the top of a window, located in the upper facade.

BIBLIOGRAPHY

Department of Development Services of the City of Carbondale. *Architectural Preservation Guidelines*, The City of Carbondale and the Carbondale Preservation Commission, 1996.

Downtown St. Charles & Forest Park Design Guidelines.

Dwight, Pamela. *Landmark Yellow Pages*. The Preservation Press, National Trust for Historic Preservation, 1993.

Jackson, Mike, F.A.L.A. "Storefronts on Main Street: An Architectural History," *Illinois Preservation Briefs* Number 19, Illinois Historic Preservation Agency. Illustration, page 4.

National Main Street Center. *The Building Improvement File and Main Street Guidelines Signs for Main Street*. Illustrations on pages 8, 10 and 17, and Sign section text on page 13 are copyright 1995 National Trust for Historic Preservation's National Main Street Center.

Phillips, Peter. "Historic Neon Signs? You've Got to Be Kidding!" Preserving the Recent Past.

U.S. Department of Justice. ADA Guide for Small Business.

These guidelines were prepared under the direction of the Main Street Mومence Design Committee's Preservation Subcommittee, Main Street Mومence's Board of Directors and Executive Director, Janine Gubbins Loftus.

Special acknowledgement is due to Anthony Rubano with the Illinois Historic Preservation Agency.