Guidelines for Cedar Rapids

Historic Districts

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GUIDELINES FOR CEDAR RAPIDS HISTORIC DISTRICTS
Cedar Rapids, Iowa

ACKNOWLEDGMENTS

This document has been prepared by the Cedar Rapids Department of Community Development with the primary assistance of the Cedar Rapids Historic Preservation Commission

Cedar Rapids Historic Preservation Commission

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Special thanks to
The State Historical Society of Iowa

CEDAR RAPIDS
City of Five Seasons

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Table of Contents

Applying for Home Improvements in the Historic Districts
Property owners and contractors should contact the Historic Preservation Commission or staff at the Community Development Department before beginning any exterior projects requiring a City-issued building permit, fence permit, housing-moving permit, or demolition permit in the historic districts. All exterior work requires either a Certificate of No Material Effect or a Certificate of Appropriateness before a building permit may be issued.

A *Certificate of No Material Effect* (CNME) will be issued by the Community Development Department for any work that does not change the exterior architectural character of a building. A CNME can be issued for replacing or repairing damaged materials or components with the same type of materials or components. A CNME does not need the approval of the Historic Preservation Commission (HPC) and usually takes only a day to be approved.

Projects that change the architectural components of a building or which involve new construction will require a review by the HPC. If the HPC approves the project a *Certificate of Appropriateness* (COA) will be issued. A COA may take up to three weeks to be reviewed.

Applications
An application must be filled out for any work cited above. Applications can be found on line at www.Cedar-Rapids.org/Preservation.asp or mailed out by calling (319) 286-5041. When filling out an application for a CNME or a COA please provide:

- A description of the project
- The location of the proposed work or changes to be made
- A description of the materials that will be used

In cases where a new or unusual type of material is proposed, a sample of the product may be required. When the replacement of major elements are proposed, such as windows and doors, photographs of or product literature for the proposed new elements should be provided. New construction projects, such as building additions and detached garages, will require plans and elevations.

A completed COA application will be reviewed by the HPC at their next scheduled meeting, if it is submitted by the deadline date (see schedule below). Decisions by the HPC may be appealed to the City Council within 10 working days.

Meeting Schedule – Cedar Rapids Historic Preservation Commission	
Meetings: 4:00 PM 2nd and 4th Thursdays, January – October 2nd Thursday only , November and December Location: City Council Chambers or 4th Floor Canney Conference Room, City Hall	Deadline for Applications: 11:00 AM Thursday one week prior to scheduled HPC meeting

These Guidelines call for a two-step comprehensive planning process to make both sensitive and economical rehabilitation decisions for a historic building. Since each rehabilitation project presents a different set of historic features and existing conditions, the process will result in a different combination of options for each project.

These steps allow the flexibility necessary to prioritize choices for affordable housing rehabilitation. The flexibility is meant to encourage the highest levels of rehabilitation for the portions of a building or house that are directly visible from the street, while the sides of a building may be given secondary consideration if necessary for budgetary reasons. Additional flexibility is allowed for the rear façade of a building which is not visible from any public right-of-way.

Step 1: Identify the most architecturally significant features of the building. Prioritize them in the following order:

1. Those features that face the street or face the alley where it intersects the street. Buildings on corner lots, lots which are located at the intersection of two streets, or at the intersection of a street and an alley, are considered to have two street faces.
2. Features on sides of buildings that are visible from the street but don't directly face the street.
3. Other exterior features not in direct view from the street such as at the rear of buildings.

- ❖ If compromises must be made for budget reasons, priority should be given to exteriors that can be seen from the street and was the most impact on the streetscape. For example, retaining a front porch would have higher priority than keeping a back porch or more important than retaining wood siding on a rear elevation.

Step 2: Review the rehabilitation options for each feature. The options are as follows:

Option 1: Retain and Repair Historic Features and Materials.

- Option 1 is the least intrusive rehabilitation choice, and often – depending on existing conditions – the least costly as well.
- This option is also the best in regards to the preservation of a property, and will expedite the application process.

Option 2: Replace deteriorated features with materials that match the original materials as closely as possible.

- If a building feature is too deteriorated to repair, then it needs to be replaced. Sometimes, a historic building has already been altered or has been severely neglected so that Option 1 is not a viable choice. In this case, Option 2, replacing the feature and material to match the original look and material of the house is preferred.
- A Certificate of No Material Affect may be issued if the project uses historically accurate materials.
- If not using historically accurate materials, applications must go through a Certificate of Appropriateness review.

Option 3: Replace the original with a compatible substitute material or feature that matches the original as closely as possible. This option is *only applicable* when Option 1 and Option 2 are shown to be too costly and not technically feasible, and is only permissible for the rear of a building. When using this option, use and document these steps:

1. Determine what can be replaced and what can be repaired.
2. Determine the costs for each component and the overall project cost.
3. Obtain at least two written cost estimates from an experienced contractor for Option 2 and Option 3.

- If the overall project cost for Option 2 is *significantly* greater than Option 3, reassess the options and consider the less costly alternative. For example,

using compatible substitutes instead of replacing an element to match. The HPC can help in assessing these options.

- ❖ This option is *only* applicable if the substitute material does not prohibit the original material or component in the future.

Impact of Design Guidelines is affected by the Location of a Building

Rules of Thumb when Rehabilitating a Building

The Guidelines for Cedar Rapids Historic Districts are based on the Secretary of the Interior's standards for historic rehabilitation. The following should be kept in mind when altering a property in the local historic districts.

1. A property shall 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 shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships 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 elements from other historic properties, shall not be undertaken.

4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.

7. Archaeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

8. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size scale and proportion, and massing to protect the integrity of the property and its environment.

9. 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.


Garage in Historic District


Historic Tool Shed


Historic Tool Shed

Accessory Buildings
Traditionally in the Cedar Rapids Historic Districts, accessory buildings, such as detached garages and storage sheds, were subordinate to and compatible with the main building and often were not easily seen from the front of the house. Accordingly, garages and other out buildings should be located in rear yards with vehicular access from the alley. New accessory structures should have cladding and roofing similar to the principal structure, which, in general, would have horizontal siding. Wood siding is recommended.

Recommended:
- Wood siding
- Double wide door (if accessed from an alley)
- Rear yard location

Not Recommended:
- Metal siding
- Sheet siding
- Paneled siding
- Disproportionate roof pitch
- Disproportionate building mass

Repair Tips
Accessory buildings face the same repair needs as the principal home of a property. Therefore, it is recommended users of these guidelines refer to the appropriate section when seeking repair tips. For example, if you want to preserve the correct historic siding of your garage, refer to the Siding Section of these guidelines.

Additions

Additions should reflect the historic nature of a building's style, shape, roof, height and building mass. Additions on the side of a building are discouraged, while additions at the rear of a building should not extend beyond the width of the building.

Recommended:

- Wood siding
- Wood windows
- Open porches
- Similar roofing material

Not Recommended:

- Metal siding
- Sheet siding
- Paneled siding
- Disproportionate roof pitch
- Disproportionate building mass
- Vinyl or metal windows
- Enclosed porches

Repair Tips

Additions to buildings face the same repair needs as the principal home of a property. Therefore, it is recommended users of these guidelines refer to the appropriate section when seeking repair tips. For example, if you want to preserve the correct windows of your addition, refer to the Window Section of these guidelines.

Brick Chimney

Metal chimneys detract from a home's historic character

Brick Chimney with black metal flue caps

Chimneys

If a chimney is visible from the street or located on an exterior wall and is generally in sound condition, retain and repair it. If part or the entire chimney that is visible from the street or on an exterior wall is missing, damaged, or deteriorated beyond selective repair, rebuild it to match the original in design, material and texture.

Recommended:

- Replacing any broken, spalled, or missing bricks with the same size and color
- Flue caps of clay, stone, concrete, or black metal
- Repairing a deteriorated chimney with like material
- Replacing a chimney with bricks similar to the original color and size

Not Recommended:

- Replacing a chimney visible from the street with metal piping
- Demolishing a chimney

Home Repair Tips

As your chimney ages keep a sample of the brick used, so you can match the color of brick and mortar when repairs need to be made. Salvaged bricks are a less expensive alternative to new bricks and gives your home a historic feel faster than waiting for new bricks to weather. Also, area bricklayers often keep salvaged bricks that are just as strong, cheaper, and already have historic feel to them.

If mortar joints have deteriorated, repoint them with mortar to match the original in strength and color. A lime mortar containing a small amount of Portland cement makes a mortar compatible with Cedar Rapids Historic Districts' homes.

Maintain any chimney flashing, counter-flashing, or crickets to prevent moisture problems.

From a preservation and maintenance standpoint, it is best not to paint an unpainted chimney. If your chimney is already painted, repaint the colors as needed.

The largest reason for failure in chimneys is due to a cracked cap. The cracks in a cap allow water to seep into the inside of the chimney and erode the mortar from the inside out.

Example:

This home in the 2nd and 3rd Avenue Historic District is defined by its unique chimney facing the street.

Salvaged hardwood door from the Salvage Barn in Iowa City

Wooden replacement door and entrance adds to this 2nd Avenue – 3rd Avenue Historic District home

Doors

Doors are often overlooked as an identifying characteristic of a historic home that is until a metal door replaces a wooden door. Shiny metal doors are out of place in a historic home; because of their thickness and quality of wood, historic doors are generally as sturdy as most contemporary steel doors. Cheaper metal doors often dent and scratch easily, which cannot be repaired and require replacement.

Recommended:

- Repairing the original wood door
- Replacing doors visible from the street with wood doors
- Storm or screen doors
- Retaining the same door size
- Retaining historic trim around doors

Not Recommended:

- Replacing doors visible from the street with doors made of modern materials
- Unusual shaped glass panes (such as star bursts)
- Increasing or decreasing the original door size.

Home Repair Tips

If an entrance door is in good condition, is visible from the street, or has a unique shape and size, maintain it and repair it as necessary. Protecting a historic door, like other exterior woodwork, involves caulking exposed joints and maintaining a sound paint film on all surfaces.

Repair deteriorated sections of the door and frame through replacement in-kind, or repair with wood epoxy products.

A badly damaged area around a lock, in an otherwise sound door, can be carefully cut out and new wood pieced in to match the original in appearance.

Replace cracked or broken glazing to match the original glass. The presence of deteriorated lead-based paint requires additional precautions and steps during rehabilitation. For information on the removal of lead based paint, see the Appendix.

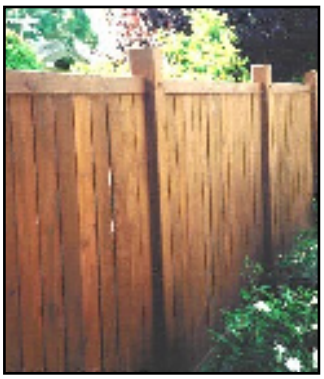
Security of historic doors can be enhanced by installing deadbolt locks, exterior lighting and laminated glass security glazing.

Energy efficiency can be improved by weather-stripping that adds much more to the energy efficiency performance of a door than the addition of a storm door, which can make the entrance unsightly.

If adding a new storm/screen door, match the frame to the existing opening and paint it to blend with the color of the door.

Some places carry salvaged wooden doors that look great and are cheaper than new modern doors. If a salvaged door cannot be located, a custom milled door may be necessary because many stock wood doors do not match the overall dimensions or configuration of older solid wood doors.

Custom doors can be ordered with out trim and the installer can re-use or install new historically appropriate trim. Historically appropriate trim for Cedar Rapids' Historic Districts is approximately 5/4" x 6".



Standard 6 foot wood fence

Chain link fence detracts from a property's historical significance

Wood fence with decorative posts and railing

Fences

Robert Frost once wrote, "good fences make good neighbors.". Fences that retain their property's historic feel certainly do, too. In Cedar Rapids Historic Districts, traditional fences were wooden pickets used in the rear, side, and sometimes front yards.

Recommended:

- Wooden picket fence
- Opaque privacy fence
- Maximum of 6 feet high in the rear and side yards
- Maximum of 3 feet high in the front yards

Not Recommended:

- Chain link fence
- Metal fence

Home Repair Tips

The regular washing, painting, and staining will help keep up the appearance of your fence.

Home in the 2nd and 3rd Avenue District with a brick foundation

Home in the 2nd and 3rd Avenue District with a stone foundation

Foundations
In Cedar Rapids Historic Districts, the foundation of a house often was visible by one to two feet from the ground. Traditionally, foundations were made of stone or brick.

Recommended:

- Repair deteriorated brick
- Repair deteriorated stone
- Replacement of foundation with modern materials, with a stone or brick veneer

Not Recommended:

- Repairing a foundation with mismatched materials
- Poured concrete walls or concrete block that is molded to look like brick or stone.

Home Repair Tips
For brick foundations, replace any broken, spalled, or missing bricks with new or salvaged bricks to match the original in size and color.

If mortar joints have been deteriorated, repoint the joints with mortar that matches the original in color and strength.

A lime mortar, containing a small amount of Portland cement, is compatible with the Cedar Rapids Historic Districts.

From a preservation and maintenance standpoint, it is best not to paint unpainted exterior masonry. If it is already painted, repaint as needed in colors compatible with the original brick or stone.

Sandblasting is harmful to masonry walls.

Remove brick to structurally stable masonry prior to rebuilding a brick foundation with new or salvaged brick that matches the original in size and color. Repair back plastering if originally present.

Adequately support the house to prevent damage while removing the deteriorated foundation. Then, install a new foundation with materials such as brick or stone that matches the original materials as closely as possible.

If the previous option is not feasible, replace the foundation with a concrete block foundation and apply a brick or split faced stone veneer over it.

Classic porch in the Redmond Park – Grande Avenue Historic District

Enclosed porches, like this one, do not retain the historic streetscape of a neighborhood.

Porches and Other Entrances

The majority of homes in the historic districts have front porches or balconies. These were used for socializing with company or the neighbors. The porches traditionally had tongue and groove flooring and a beaded board ceiling. Each home, depending on who built it, had distinctive columns, brackets, spindles, railings, and/or skirting.

Recommended:

- Opening an enclosed porch
- Repairing the existing porch or balcony
- Replacing wood elements with wood elements (wood elements should be painted)
- Replacing masonry elements with masonry elements
- Rebuilding a porch with original materials
- Screening
- Painted, not treated wood

Not Recommended:

- Enclosing porches visible from the street
- Modern straight-edged railings
- Columns made of modern materials (fiberglass for an example)
- Plywood panel flooring on entrances facing the street
- Carpeted flooring on entrances facing the street
- Concrete steps that are visible from the street
- Unpainted treated lumber elements (recommended for hidden supports)

Home Repair and Preservation Tips

Because of their exposure to sun and rain, porches and entrances are especially vulnerable to deterioration. Every effort should be made to retain and repair distinctive porch columns, brackets, spindles, railings, and skirting.

Tongue and grove boarding is available at local lumberyards and can be used to selectively repair deteriorated flooring.

Patching existing columns and decorative trim work with a wood epoxy product is the most cost-effective method.

Caulking all exposed joints and keeping a sound coat of paint on all wooden features is critical to their preservation.

Enclosed porches alter the look and feel of a block's streetscape. Opening an enclosed porch brings back the intended use and look of the home.

Many traditional porch materials are still readily available, including tongue and groove flooring and beaded board ceiling materials. Custom millwork to duplicate even the most ornate porch feature is available locally and can be economical, especially where only selected elements are needed.

If the original look of a porch is unknown due to enclosing, contact the city for possible historic photos. If there are no examples, maintain the existing streetscape by using the same style porch or entrance as your neighbors. If the previous options are not appropriate, use a simple column or baluster design that is proportional to the porch and appropriate to the style of the building.

For information regarding lead based paint see the Appendix.

Roof braces and rafter tails give this Cedar Rapids home its historic character

Roof and Roof Elements

Roofs in Cedar Rapids Historic Districts give their homes a dramatic feel due to their steep pitches. These roofs were also traditionally built with multiple dormers in the attic. Historic district homes were covered in asphalt or composition shingles, and had beaded soffits. Roofs with exposed rafter tails, roof brackets and barge boards increase their home's architectural characteristics.

Recommended:

- Asphalt shingles or composition shingles
- Replacing oval gutters with a modern equivalent

Not Recommended:

- Roll roofing, metal roofing, or clay shingles
- Covering cornices, eaves, soffits or fascia with vinyl or metal elements
- Removal of dormers
- Removal of non-functioning chimneys

Home Repair and Preservation Tips

Inspect your roof regularly for deterioration and leaks and make prompt repairs. Make sure to check flashings around chimneys and other roof intrusions, which will help to prevent substantial damage from further water leakage.

Cleaning gutters and down spouts will prevent water and ice back-ups onto and under shingles, which can also lead to water damage. Ninety percent of all exterior deterioration is due to water damage.

Repair original built-in wood gutter systems or half-round gutters and circular down spouts by replacing deteriorated sections to match the original.

Stock millwork can be used with slight modifications to duplicate roof elements such as fascia boards, braces/brackets, and rafter tails.

Streetscape

Construction of new housing in the historic districts is a healthy sign of revitalization. Compatible new houses strengthen the historic streetscape by filling in the gaps left by homes lost to demolition. They also reinforce the neighborhood's residential character and scale.

It is important to design compatible infill housing that enhances rather than diminishes the character of the historic districts. In comparison to rehabilitation projects, infill provides opportunities for greater flexibility in the selection of compatible contemporary materials and technologies. It also requires compliance with building codes and zoning regulations not in place when older homes were constructed.

Demolishing a home in the historic districts leaves a gap in the streetscape, much like a missing tooth in a person's smile. A Certificate of Appropriateness must be issued prior to the issuance of any demolition permit. The Historic Preservation Commission generally may approve the issuance of a demolition permit for buildings that are not contributing structures within a district. If the building is a contributing structure or a key structure, the Commission and applicant may work together to find an alternative means of using the property that would not require its destruction.

The Historic Preservation Commission will approve the demolition of a contributing structure if it is proved to be structurally unsound and irretrievably lost, and that the denial of a demolition permit would create a significant economic hardship for the applicant.

Recommended:

- New construction that matches the style of the neighborhood
- Flexibility in contemporary building materials and technologies.

Not Recommended:

- Blank facades
- Uneven set backs
- Contemporary designs
- Not retaining components of the original structure (a porch or dormers for example)

Example of ornamental trim work in the 2nd and 3rd Avenue Historic District

Trim Features and Ornamentation

Architectural ornamentation strongly affects the visual character and detail of a home. Historically, trim features and ornamentation were more present than they are today. Using historically accurate trim features and ornamentation will set a home apart from other homes on a block and preserve the historic look of your home.

Recommended:

- Replace wood exterior trim and ornamentation to match the original in material dimension and detail

Not Recommended:

- Modern materials such as vinyl or fiberglass visible from the street

Home Repair and Preservation Tips

Wooden architectural ornamentation such as barge boards, corner boards, door and window surrounds, brackets, cornices and fretwork can be preserved by ensuring proper water drainage, sealing exposed joints and maintaining a sound coat of paint to prevent moisture absorption.

Repair trim and ornamental features with wood that matches the original in dimension or do spot repairs of partially deteriorated elements using epoxy products.

A wide range of stock wood trim elements are available today. Plain historic wood trim – such as flat casing, corner boards, and skirt boards – may be readily duplicated by modifying available stock. Sometimes, combining more than one stock molding can successfully match a complex molding profile.

For more ornate trim, the use of custom millwork may be relatively inexpensive for small or occasional repairs. However, if an unusual wooden bracket or distinctive barge board is deteriorated beyond repair, it may be necessary to have a custom element made.

It is more important to repair or rebuild architecturally significant brick or stone features such as entrances, corbels, and masonry patterns to match the original.

On facades on the rear of the building simplified or similar stock versions of original trim and ornamental elements can be used to reduce costs. These guidelines also allow for modern materials, such as fiber glass, to be used in the rear of the buildings as well.

This historic apartment building will need to be tuck-pointed from time to time to retain its brick façade.

The owner of this home selectively repaired the siding, which was much more cost effective than replacing all of the siding.

Walls and Exteriors

Most of the houses in Cedar Rapids Historic Districts were sided with wood clapboards or wood shingles. Different widths of paneling were used to increase the aesthetics of the facades. Modern siding components may be cheaper in the short run, but will hide everyday damage, which unchecked, will cost more in the long run.

Recommended:

- Replace wood exterior siding with like materials
- Repairing the existing siding
- Removing of synthetic siding
- Retaining the width of the original paneling

Not Recommended:

- Synthetic siding (this includes products that try to mimic historic patterns)
- Horizontal paneling
- Siding that does not match the existing paneling pattern

Home Repair and Preservation Tips

No matter how well your house is sided, and over time water will begin to seep into the seems. Vinyl, aluminum, and/or other synthetic sidings will hide the damage water will do to your home, until it is too late. Synthetic sidings will also hide the effects of insect damage.

Wood surfaces can last indefinitely if they are painted and protected from moisture. Before repainting a wood surface, paint layers which are peeling or loose must be removed down to the first intact paint layer to ensure the paint will successfully bond.

Selectively repair wood shingle siding. It is cheaper than repairing the whole wall.

For deteriorated areas of stucco, repair any damaged substrate, and patch with new stucco to match the original in texture, color, and thickness.

Synthetic siding is allowed in the rear of homes and on accessory buildings, although the paneling patterns must be maintained.

For brick siding, follow the Foundation Section Guidelines.

For siding with ornamental elements, follow the Trim and Ornamentation Section Guidelines.

Example of different siding on a home:

This home in the 2nd and 3rd Avenue Historic has two different widths of horizontal siding along with fish-scale siding on the 3rd floor to add interest to its façade.


Window divided by muntins


Repairable historic window


Restored historic window

Historic Windows

Windows are one of the most important elements that define a building's architectural character. Important window characteristics are: the window type, size, proportion, trim and pattern of divided-lights. Most often, historic windows are double-hung, but casements were occasionally used. Except for small decorative windows, historic windows are generally considerably taller than they are wide, and the lower and upper floor windows are often aligned vertically.

Recommended:

- Retain and repair historic window sashes and frames
- Replace windows with the home's original window material (e.g. wood for wood)
- Replacement windows should match the originals as closely as possible
- Repair or install new storm windows
- Vinyl or aluminum products are allowed only at the rear of a house

Not Recommended:

- Windows constructed of modern building materials, such as vinyl or aluminum on the front and side of homes
- Decreasing the size of the window opening

Home Repair and Preservation Tips

Wood windows require routine re-glazing and repainting to prevent deterioration. Proper maintenance and the use of weather-stripping can improve the energy efficiency of existing wood windows. Repair window frames, sashes, muntins, and sills as necessary by replacing the window components with like materials or replace cracked or missing panes, matching any pieces of tinted art glass.

Ongoing maintenance of wood windows can be reduced by using storm windows to add longevity to the exterior painted window surfaces. Repair existing storm

windows as well. If they need to be replaced, metal storm windows are acceptable.

Each window should be considered individually. If only some windows are in poor condition, replace only those windows.

If a historic wood window facing a street is too deteriorated, it should be replaced with a wood window with the same glass paneling. This may require obtaining a custom window if the proper size or pane divisions are not available off the shelf.

Where possible, it is preferable to replace only the sash while retaining and restoring the existing casing, trim, and framing.

If a frame is repairable, but the sash is damaged and deteriorated beyond repair, repair the frame and replace the sash to match the original.
To reduce costs, consider the following window replacement options for the non-street sides of a building. Substitute standard-sized, stock wood windows if their dimensions are not more than 1 ½ “smaller than the original window. Alter the original opening by furring in the opening up to ¾ “per side as well as ¾“ at top and bottom. Replacement wood sashes with fixed simulated muntins may be used if divided light windows are unavailable or financially infeasible.

Substitute one-over-one wood sashes for more complex muntin patterns for windows on non-street facades or rear walls. However, keep muntin patterns similar for all windows within the same room, if they were the same originally.

To accommodate building code requirements, keep any required new egress windows the same general proportion as the original window and select the size that most closely approximates the original opening.

Windows at the rear of the building may be constructed out of vinyl or aluminum following option 3.

Getting Started on Home Improvement Projects
Tips on hiring a building contractor

1. Before you start your project, make a written list of the items that you have in mind, room by room, feature by feature. Access the library and internet to inform yourself about home repairs and home building/remodeling products. Read these guidelines and talk to the Historic Preservation Commission or staff about any proposed exterior work before calling a contractor or signing a contract that would commit you to a specific course of action. A contractor may not be aware of the requirements in historic districts or may not always tell you about a less expensive solution to your home maintenance problem such as repair rather than replacement.

2. Use your written list in conversations with a potential contractor. Be certain to communicate changes clearly and to the proper person in a timely fashion. Changes cost money and can be frustrating to even the most patient workers.

3. Make appointments with contractors at times easiest for the contractor. Be patient but firm with no-shows.

4. Get quotations for work from two or three contractors. Make certain that the estimates cover the same work items and that you are not comparing apples to oranges.

5. Evaluate contractors in terms of their experience (historic rehabilitation or restoration experience), the cost (remember that cheapest is not necessarily best or the most likely to be problem free), the time to complete the work, and other factors specific to a project.

6. Discuss potential problem areas before work begins, such as clean-up responsibilities (daily or weekly), responsibility for removing debris from the site, which parts should be salvaged but remain with the owner versus which parts can be discarded, keeping hazardous materials away from family pets and/or children, or who is the final authority for the owner (husband, wife, or other party). Clarify your requirements, regarding smoking on the job, use of restrooms, playing radios, parking availability, etc.

7. Find out the size of the contractor's crew and who will be the actual on-site person in charge.

8. Secure references for work done in the past several years and follow-up with phone calls to the references. For work where problems are not likely to show up for a period of time, check with references where

the work has been completed for some time. Even if a contractor is referred by a friend make certain you confirm the quality of the work by a drive-by or on-site inspection.

9. Get copies of a contractor's proof of liability insurance, a certificate of insurance.

10. If a contractor needs to have access to an adjacent property for completing the work on your building, make certain that the contractor has permission from the owner of the adjacent property, not just a tenant.

11. Make certain that contractor understands the necessity of securing a certificate of appropriateness and conforming to the approved design.

12. Make certain that the contractor has the appropriate city licenses and that he/she secures proper building permits for work to be completed and that inspections are actually performed. Don't make final payment until all work has been approved by city inspectors.

13. Remember that contractors are often small business owners and be respectful of the time you are asking them to spend in preparing design solutions for your project.

14. Don't hire someone who wants a significant down payment to buy supplies – unless the company has a long-standing reputation and individual circumstances justify it. For example, a contractor may need to make a down payment to a supplier for an expensive item which cannot be delivered or installed quickly such as slate or copper.

15. Don't rely on a verbal contract. This may not be appropriate for very small jobs, but a good contractor will usually want the scope of work in writing as well.

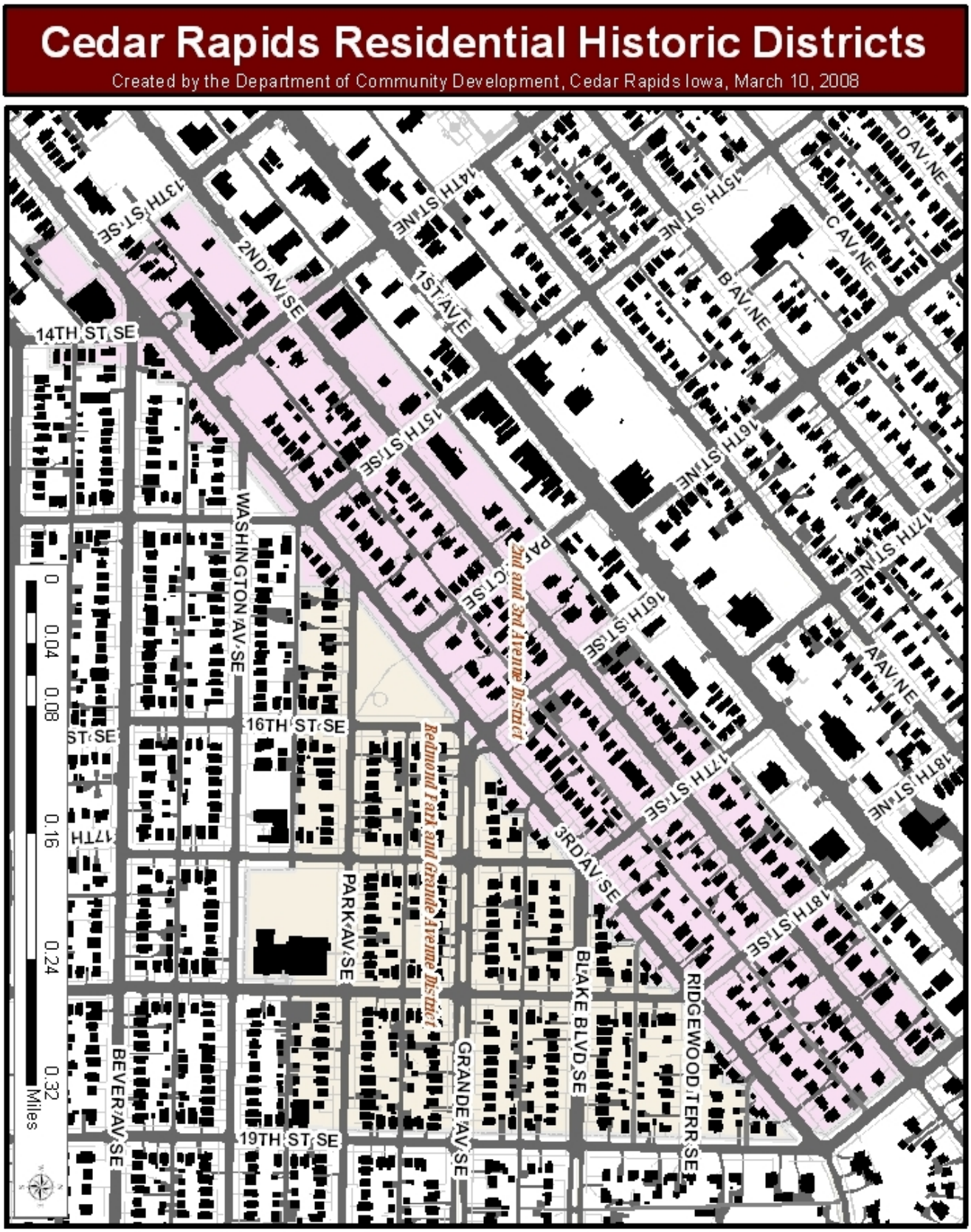
Historic Preservation – Where to get Help

Agency, Person, or Program	Information
Iowa Historic Property Income Tax Credit, State Historical Society of Iowa 515-281-4137 www.iowahistory.org	Can answer questions about state income tax credits for preservation
Federal Rehabilitation Investment Tax Credits 515-281-8637	Can answer questions about federal income tax credits for preservation (only income-producing properties are eligible).
American Institute of Architects (AIA) Iowa Chapter 512 Walnut Street Des Moines, IA 50309 515-244-7502 www.aia.org	The Iowa Chapter, American Institute of Architects provides professional references.
Iowa Historic Preservation Alliance PO Box 814 Mt. Pleasant, IA 52641 319-337-3514	The Iowa Historic Preservation Alliance is a non-profit organization that supports, broadens, and strengthens the statewide constituency.
Technical Preservation Services Branch Preservation Assistance Division National Park Service US Department of Interior PO Box 37127 Washington DC, 20013-7127 www.cr.nps.gov/hps/tps/index.htm	Sets preservation standards and guidelines for work undertaken on historic buildings. Develops technical preservation information for federal agencies, state and local governments and individuals.
National Trust for Historic Preservation 1785 Massachusetts Avenue NW Washington, DC 20036 www.preservationnation.org	The leading national private preservation organization coordinates efforts of preservation groups, provides professional advice, administers financial aid programs, and issues publications. Membership is open to all interested individuals.
National Trust for Historic Preservation Midwest Regional Office 53 West Jackson Boulevard, Suite 350 Chicago, Il 60604 312-939-5547 www.preservationnation.org	National Trust for Historic Preservation regional office
Association for Preservation Technology 904 Princess Anne Street PO Box 8178 Fredericksburg, VA 22404 www.apti.org	An organization of professional preservationists and conservators who promote preservation research and provide technical information through publications and workshops.

Materials, Contractors and Suppliers for Older Homes

Note: The following is a list for informational purposes only and does not constitute a complete list or any recommendations/endorsement of the business. Residents are encouraged to look for more than one source for their preservation project.

Company or Business	Service/Information	Telephone No.
Salvage Barn	Salvaged architectural components (woodwork, doors, hardware), etc.	319-351-1875
Artistic Leaded Glass	Design, fabrication, restoration and repair of stained and leaded glass, etching, beveling	319-378-6919
Earl Takes	General contractor	366-6757
Tom Takes Construction	General contractor	558-6931
Gary Cole Construction	General Contractor	396-8766
Brecht Construction (Ron Brecht)	General Contractor	981-7502
Classic Home Remodeling (Gary Sundtken)	General Contractor	866-6394
Home Repair Express (Stephanie Cory)	General Contractor	347-5697
Jim Heskje Painting	Painting/Carpentry	521-6180
Parker Heating and Plumbing	Hot water heating, plumbing, radiators, backflow testing	378-9888
Dave Weber Concrete	Concrete	373-1992
Ken Pospisil	Exterior and Interior Painting	895-6775
DPI Quality Custom Finishing (Mark Debner)	Interior wood finishing (stain, varnish, paint, specialty finishes)	395-0225
Ogden and Adams	Specialty lumber (i.e. redwood siding, historic moldings), windows, doors	363-8125
Vetter-Parks	Specialty lumber	364-7187
Iowa City Window and Door	Specialty windows, doors, millwork and architectural hardware	319-351-3513
I.I.W. Millworks	Wood windows, millwork	373-0905
Harris Woodwork	Carpentry	854-6635
All Eastern Iowa Seamless Gutter	Aluminum, copper and steel gutters, soldering	361-5724
Wellington Heights Gardeners	Gardening	366-8158 or 365-5881
Old House Journal	Publication	800-234-3797
Rejuvenation	Publication	800-659-2211
Renovator's	Publication	800-659-2211
Antique Hardware and Home	Publication	800-422-9982


Cedar Rapids Residential Historic Districts
Created by the Department of Community Development, Cedar Rapids Iowa, March 10, 2008
2nd and 3rd Avenue District
Redmond Park and Grande Avenue District
14TH ST SE
16TH ST SE
19TH ST SE
WASHINGTON AV SE
PARK AV SE
BEVER AV SE
GRANDE AV SE
BLAKE BLVD SE
RIDGEWOOD TERR SE
3RD AV SE
2ND AV SE
1ST AVE
A AV NE
B AV NE
C AV NE
D AV NE
0 0.04 0.08 0.16 0.24 0.32
Miles

Glossary

Awning window – A window that is hinged at the top and swings outward.
Baluster – One of a series of short pillars or other uprights that support a handrail. Balusters are often lathe-turned and vase-shaped in appearance, although they are also quite often simple square posts or cut outs.
Band board, also beltcourse – A continuous horizontal band of wood on an exterior wall of a building used for decorative purposes, or as a means of breaking up a large expanse of wall surface, and/or used to separate types of exterior cladding such as clapboard and shingle siding.
Barge board – A wooden board, sometimes ornamented, suspended from and following the slope of a gable roof edge and often concealing the edge of rafters.
Bay window – A projecting window with an angular plan.
Bow window – A rounded bay window; a window forming the segment of a circle.
Brackets – Projecting support members found under eaves or other overhangs; may be plain or decorated. Related terms: console, mutules, modillions, corbel.
Canopy – A projection over a niche or doorway; often decorative or decorated.
Casement window – A window sash that opens on hinges at the side or at the sides, separated by a vertical dividing bar.
Casing – The finished visible framework around a door or window. Synonyms: door casing, window casing.
Corbel – See Brackets
Corner Boards – Boards placed at the corners of exterior walls to provide a neater appearance and to protect the ends of the wood siding.
Cornice – The projecting, ornamental molding along the top of a wall, originally intended to extend the eaves of a roof beyond the outer wall surface.
Cricket – A small structure at the upper side of a chimney stack that is designed to direct water away from the chimney.
Dentils – Small square blocks found in series on many cornices, moldings, etc.
Dormer – A vertical window projecting from the slope of a roof; usually provided with its own roof. The specific name of a dormer is frequently determined by the shape or type of its roof: the eyelid or gable dormers are so named because of their shape and gabled roofs. A wall dormer is a dormer that is flush with the face of a building. Synonym: dormer window.
Down spout – A pipe that carries water from the gutters to the ground, or to a storm sewer connection.
Double-hung window – A window having an upper and lower sash that can slide vertically past each other.
Eave – That portion of the roof which projects beyond or overhangs the walls. Synonym: eaves
Entrance – The means or place of entry into a building such as a porch, sun porch, stoop, or balcony.
Fascia board – A flat trim board with a vertical face that runs along the horizontal or eave side of a sloped roof, used to cover the ends of roof rafters. Synonyms: eaves fascia, fascia.

Finial – An ornament that caps a gable, hip, pinnacle, or other architectural feature.
Fish scale – One of several types of decorative shingles used on wall surfaces, dormers, and gable peaks
Flashing – Pieces of non-corrosive metal used in construction to prevent water penetration, especially between a roof and a wall, within a roof valley, or around a roof intrusion such as a chimney or vent pipe.
Flush door – A door with plain flat surfaces.
French door – A door characterized by having glass panes throughout, or nearly throughout, the entire length; usually found in pairs.
Frieze – any plain or decorated band or board on top of a wall immediately below the cornice; sometimes decorated with festoons or other ornamentation. Porch cornices may likewise be decorated with friezes.
Gable – The vertical, triangular part of building with a double sloping roof, from the eaves up to the ridge of the roof.
Hood – A protective and sometimes decorative cover found over doors, windows, or other objects.
Mullion – A large vertical member separating two casements; the vertical bar between coupled windows or multiple windows; the central vertical member of a double-door opening. Synonyms: munnion
Muntin – one of the thin strips of wood used for holding panes of glass within a window; also called munnion, bar, sash bar, glazing bar, window bar, division bar, munton bar. Also the central vertical member of a door sometimes called a mortant.
Pane – A single piece of window glass. Windows are often described according to the number of panes they have. For example, a window with eight panes of glass is called an eight-light window. Often a double-hung window is described in terms of the number of panes in each of its two sashes (e.g. a six-over-six double-hung window indicates that each sash has six panes).
Paneled door – A door with one or more recessed panels. Paneled doors are given specific names according to the number of panels they possess or according to the configuration of the panels. Often, these two methods of classification overlap.
Rafter Tail – The exposed end of a roofing rafter that has not been boxed or enclosed by a fascia board.
Return – The continuation of a molding from one surface on to an adjacent surface. A commonly encountered return is the cornice return.
Reveal – The vertical retreating surface of a window or door between the frame and the front of the wall.
Sash – The framework into which panes are set in a window or door.
Sheathing – Diagonal, horizontal, or spaced boards; plywood; or other material nailed to wall studding or roof rafters as a base for the finished siding or the roof covering. Synonyms: sheeting, tinning.
Side light – A long-sized sash located beside a door or window; often found in pairs.

Soffit – The exposed underside of an arch, cornice, balcony, beam, etc, sometimes embellished with soffit panels or other decorative devices.
Spalled brick – Brick from which fragments have split off from the face, usually caused over time by freezing and thawing of moisture inside the brick.
Stoop – An entrance platform, usually with several steps leading up to it; the term is sometimes used synonymously with porch.
Stucco – An exterior wall covering consisting of a mixture of Portland cement, sand, lime, and water; or a mixture of Portland cement, sand, hair, and sometimes crushed stone for texture; this term is often used synonymously with cement plaster.
Sliding window – A window that moves horizontally in grooves, on strips, or between runners.
Transom – A small window or series of panes above a door, or above a casement or double-hung window.