# COLUMBIA COLLEGE CHICAGO

# CAMPUS PRESERVATION PLAN

## Volume I

## Summary and Prioritized Recommendations

**Submitted by**

**McGuire Igleski & Associates, Inc.**

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**COLUMBIA COLLEGE CHICAGO CAMPUS PRESERVATION PLAN**

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**EXECUTIVE SUMMARY**

Founded in 1890, Columbia College Chicago has become one of the largest coeducational arts and media colleges in the country. Built between 1886 and 1930, Columbia's eclectic group of nine buildings was designed by renowned architects such as William Le Baron Jenney and the firm of Holabird and Root, who helped make Chicago an epicenter of modern architecture.

Unlike traditional college campuses, Columbia College Chicago's South Loop campus was formed through the amassing of a variety of former office and manufacturing buildings constructed between 1896 and 1930 and acquired since 1976, most after 1990. This Historic Campus Preservation Plan contains the comprehensive information and analysis that many traditional campuses acquire over many years, to provide the institution with a rich and thorough understanding their buildings.

Getty Foundation Campus Heritage Grant funding supported this Historic Campus Preservation Plan that includes historic research, a survey and analysis of historic areas and features of each building, the development of preservation recommendations, building preservation guidelines, and a determination of the buildings' eligibility for local and national historic designation.

The Historic Campus Preservation Plan provides Columbia College Chicago with a comprehensive and thorough description of each building's history and condition. This information can be used to inform the internal review of historic resources as well as inform students, faculty, staff, and general public about the significance of Columbia College's campus buildings in the context of Chicago's urban landscape.

This publication is divided into eleven volumes. Volume I provides an overview and general information including prioritized recommendations for all nine buildings. Volume II contains guidelines and descriptions applicable to all nine buildings, and Volumes II through XI contain reports on each of the nine buildings. The buildings are: 72 E. 11th Street, 33 E. Congress Parkway, 600 S. Michigan Avenue, 624 S. Michigan Avenue, 1014 S. Michigan Avenue, 1306 S. Michigan Avenue, 731 S. Plymouth Court, 623 S. Wabash Avenue, and 1104 S. Wabash Avenue.

The findings indicate that eight of the buildings are landmarks or are landmark eligible, including the Ludington at 1104 S. Wabash which is eligible for National Historic Landmark listing. 33 E. Congress Parkway building has been determined not eligible for landmark listing.

In general the buildings are well maintained. All have undergone numerous alterations of interiors and some alterations to exteriors. Most of the historic material at each building remains on the exterior, building lobby, and circulation areas.

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**ACKNOWLEDGEMENTS**

This Campus Preservation Plan was prepared by McGuire Igleski & Associates, Inc. under contract with Columbia College Chicago and funded by a generous Campus Heritage Grant from the Getty Foundation.

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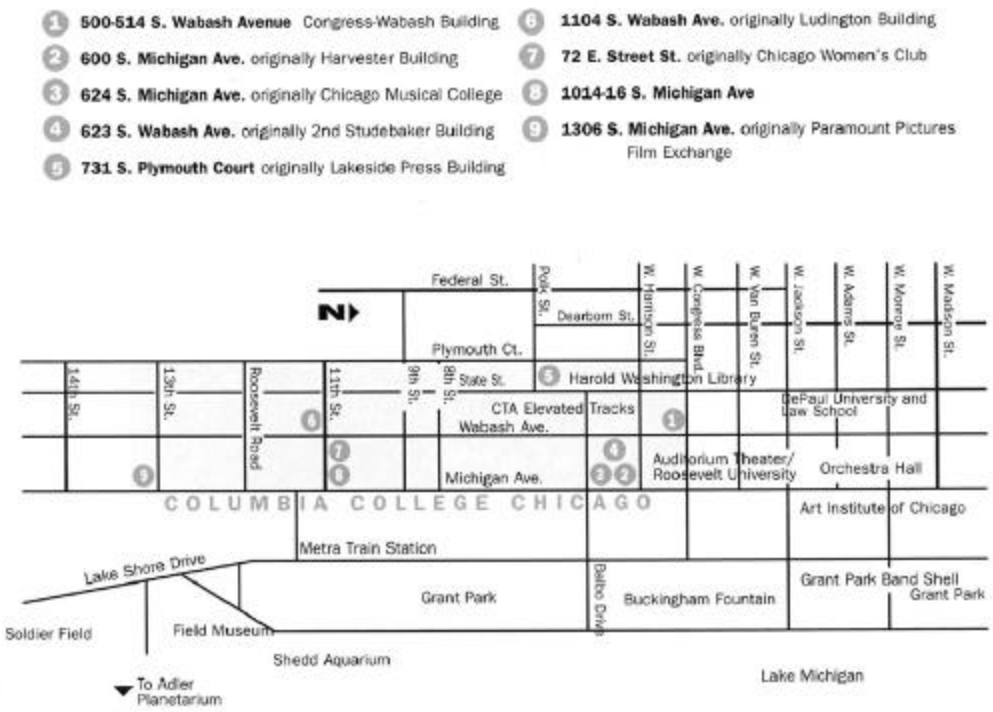
This Historic Campus Preservation Plan was developed for a specific group of buildings and the information contained herein is site specific and not intended to be universally applicable.

## INTRODUCTION

Columbia College Campus Preservation Plan was funded by a Campus Heritage Grant provided by the Getty Foundation and was prepared by McGuire Igleski & Associates, Inc. between the summer of 2004 and the spring of 2005.

The Campus Preservation Plan is an evaluation of nine historic buildings that are part of Columbia College Chicago's South Loop Campus. These buildings are: 72 E. 11th Street, 33 E. Congress Parkway, 600 S. Michigan Avenue, 624 S. Michigan Avenue, 1014 S. Michigan Avenue, 1306 S. Michigan Avenue, 731 S. Plymouth Court, 623 S. Wabash Avenue, and 1104 S. Wabash Avenue. Each was evaluated for its historic significance. Historic spaces and features within each building were identified and preservation guidelines have been provided.




*Map of downtown Chicago showing Columbia College's historic buildings*

Volume I contains Campus Preservation Plan summary, methodology and prioritized recommendations for all buildings. Volume II contains architectural style descriptions, Preservation Guidelines, and a Glossary. Individual reports are contained in Volumes III through XI with specific information on each building including: classification, general building information and description, statement of significance, available documentation, zoning and survey information and recommendations.

**METHODOLOGY**

The Campus Preservation Plan was approached in three stages beginning with a broad historical and architectural assessment of each building, continuing with the classification of each building into zones and finally, survey and assessment of individual architectural elements. The following text describes each of the three stages in detail.

**Research, Evaluation and Building Classification**

All buildings were researched and evaluated to determine their eligibility for landmark status based on the classification levels listed below. Each of Columbia College's nine historic buildings has been classified according to its level of significance. The classification identifies buildings of outstanding architectural quality or associative value, and distinguishes them from buildings of lesser importance. Buildings have been evaluated based on the National Register of Historic Places' criteria, assessing a building's significance and the level of significance, (i.e. local, state, or national). In the text NR refers to National Register and CL refers to Chicago Landmarks. The building classification levels are:

CLASS 1 – A building listed, or eligible for listing, as a National Historic Landmark.

CLASS 2 – A building on, or eligible for, the National Register at the National significance level

CLASS 3 – A building on, or eligible for, the National Register at the State or Local significance level or City of Chicago Landmark listing

CLASS 4 – A building that is potentially eligible for the National Register or City of Chicago Landmark listing

CLASS 5 – A building 50 years old or older that has not been evaluated for National Register or City of Chicago Landmark eligibility

CLASS 6 – 45-50 Pending. A building 45-50 years old that is not eligible for the National Register or City of Chicago Landmark listing, but with the passing of time may become eligible and needs re-evaluation

CLASS 7 – A building which has been determined to be ineligible for the National Register or City of Chicago Landmark listing

CLASS 8 – Non-Historic

Research was performed to identify the following general information:

Building Name/Historic name
Address
Building Type
Architectural Style/Description
Age/Date of Construction
Uniqueness
Site Context
Use
Condition
Modifications
Historical Associations/Significance
Size
Existing documentation
References in publications and reports

**Building Zones**

Areas of each building were surveyed, assessed and assigned zone designations. Zoning divides the building into spaces based on the The

historic documentation and landmark evaluation and takes into consideration historic context, architectural significance, changes over time, style, materials, and features.

Zoning recognizes that buildings have different spaces holding varying degrees of historic value. This hierarchy of space includes primary facades, secondary facades, highly ornamented public spaces, plainly detailed public spaces, and non-public / support spaces. Zones transcend delineation by floor; it is typical that the zones divide public from private and private from utilitarian spaces. Stairways for example, are zoned vertically.

The zone level assigned to a space influences the degree of preservation treatment recommended for that space. Zoning is used to apply restoration standards to significant areas and determine areas that are open to greater degrees of modification. Definitions of the six different zones follow.

General Zone Definitions

**Level 1: Preservation Zone**

Areas exhibiting unique or distinctive qualities, original materials or elements; or representing examples of skilled craftsmanship; the work of a known architect or builder; or associated with a person or event of preeminent importance define the Level 1 Preservation Zone. Level 1 areas are distinguished from Level 2 areas by a higher concentration of finish material and detail.

The character and qualities of this zone should be maintained and preserved as the highest priority. Preserving the character of a zone means preserving a space as it was originally designed, including its scale, ornament, and materials. Spaces in this zone have the highest degree of detail and finish.

**Level 2: Preservation Zone**

Areas exhibiting distinguishing qualities, original materials or elements; or representing examples of skilled craftsmanship define the Level 2 Preservation Zone. Level 2 zones are less rich in historic material and detail compared to spaces in a Level 1 zone, nonetheless; the space is considered important to defining the unique character of the building.

Every effort should be made to maintain and preserve the character and qualities of this zone. Preserving the character of a zone means preserving the space as it was originally designed, including its scale, ornament, and materials.

**Level 3: Rehabilitation Zone**

Areas which are modest in nature, not highly ornamented but nonetheless, may be original, with historic features which have been maintained at an acceptable level define this zone. This zone includes secondary and tertiary spaces and areas generally out of public view.

Work in this zone should be undertaken as sensitively as possible; however, contemporary methods, materials and designs may be

selectively incorporated. The characteristics of this zone contribute to the historic appearance, date to the period of historic significance or represent later, sensitive repair or replacement work, which should be preserved and maintained. New work in this zone should respect the existing historic fabric.

**Level 4: Free Zone**

Areas whose modification would not represent loss of character, code violation or intrusion to an otherwise historically significant structure define this zone. This zone may include undistinguished, repetitive or recently constructed areas and additions.

Treatments, while sympathetic to the historic qualities and character of the building, may incorporate extensive changes or total replacement through the introduction of contemporary methods, materials and designs.

**Level 5: Cautionary Zone Overlay**

A cautionary zone overlay has been assigned in conjunction with one of the zones 1-4 described above.

This overlay zone describes areas exhibiting potentially hazardous materials or conditions. Materials may include flammable liquids or chemicals. Conditions may include high voltage equipment, sensitive communications equipment, elevator equipment, chillers, air handling units and other mechanical equipment.

Special treatments in this area may not be required.

**Level 6: Impact Overlay Zone**

An impact overlay zone has been assigned in conjunction with one of the zones 1-4 described above.

Areas insensitively adapted resulting in a loss of significant historic fabric or elements define this overlay zone. Examples include large stylistically distinctive public spaces which have been inappropriately altered or subdivided into smaller spaces resulting in loss of character. An impact overlay zone can also be applied to exterior façades.

Deficiencies in this zone should be corrected and loss of fabric or historic elements mitigated when possible.

**Evaluation of Integrity**

Each space identified as a Level 1 or Level 2 Preservation Zone was also evaluated for integrity. Integrity was ranked as High, Medium, or Low based on the description of integrity as defined in the National Register Bulletin No. 16: Guidelines for Completing the National Register Nomination Form, 1991 which states: integrity must be evident through historic qualities including location, materials, workmanship, feeling or association. Historic integrity is the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's prehistoric or historic period. Historic integrity is the composite of seven qualities:

- Location
- Design
- Setting
- Materials
- Workmanship
- Feeling
- Association

Not only must a property resemble its historic appearance, but it must also retain physical materials, design features, and aspects of construction dating from the period of significance. All seven qualities do not need to be present for eligibility as long as the overall sense of a past time and place is evident.

**Survey and Assessment of Elements and Features**

An on-site survey of the exterior and the interior of each building was performed to identify, describe and rate building elements and features. All exteriors were observed from the ground and from roof tops. Interior spaces were observed on site with Columbia College staff accompanying team members in non-public areas. The team was supplemented with lighting consultant, Schuler Shook and mechanical, electrical and structural engineers, Calor Design Group, Ltd. Their role was to evaluate conditions and consult with team professionals on appropriate corrective action for lighting and building systems that impact facades and areas zoned for preservation.

During the on-site survey, information was gathered for each building element and feature. This information was collected on survey forms, one for each zone, and included the following:

- **Description**: A brief description of the physical characteristics of each element or feature, original and non-original.
- **Rating**: A preliminary treatment rating of each element that takes into account the building's historic and architectural importance.
- **Inventory**: An approximate quantity of the elements or features rated for preservation (i.e. square footage of marble veneer or number of ornamental light fixtures).
- **Condition**: A condition assessment of each element rated for preservation as Good, Fair or Poor.

Each element was rated for its historic significance. The rating categories are as follows:

**1**: Preserve

**2**: Preserve wherever possible – replace in kind if too deteriorated to save

**3**: Preserve wherever possible – if too deteriorated, replace with compatible material and design

**4**: Preserve where there is no compelling reason to remove

**5**: Remove/Alter/Replace

**6**: Specified treatment not required, if any work is done it should be sympathetic to the historic qualities of the space

Elements rated as preservation categories 1 and 2 were photographed and the condition and quantity of each element was noted. The condition categories are as follows:

**Good** The element is intact, structurally sound, and performing its intended purpose.

There are few or no cosmetic imperfections.
The element needs one repair and only minor or routine maintenance.

**Fair** There are early signs of wear, failure, of deterioration, though the element is generally structurally sound and performing its intended purpose.
There is failure of a subcomponent of the element.
Replacement of up to 25% of the element or replacement of a defective component is required.

**Poor** The element is no longer performing its intended purpose.
The element is missing.
Deterioration or damage of more than 25% of the element and cannot be adjusted or repaired.
The element shows signs of imminent failure or breakdown.
The element requires major repair or replacement.

The information gathered in the field was entered into a database. The survey data was grouped by zone and significant original material and elements were evaluated, taking into consideration their importance and condition. Based on this evaluation, prioritized recommendations have been made to address items found to be deficient as well as items that impact the integrity of areas zoned for preservation. If additional studies or professional assessments are required, these are noted in the report.

**PRIORITIZED RECOMMENDATIONS**

The following recommendations have been taken from each individual building report and compiled into a campus-wide list ranked from high to low priority. Recommendations for future work has been included as a planning guide.

**High**

Primary Façade – 72 E. 11th

- Repair the cast stone and bronze surrounds at both door openings. The missing bronze elements should be replicated and the bronze panel above the door should be restored.
- Restore base material along the primary façade. This missing material likely was cast stone. Install new base that replicates the original but is more durable.
- Repair/Replace roof. The roof is in poor condition with areas of standing water and erosion. This condition could compromise historic fabric.

Primary Façade – 1014 S. Michigan

- Conduct a comprehensive façade inspection to identify problem areas and design a program for terra cotta and brick repair. Conduct comprehensive terra cotta and brick façade restoration including repair and replacement of deteriorated terra cotta and anchors; tuckpointing with an appropriate mortar; and new sealants at wash joints and windows. Maintain granite wall base by performing routine inspections to locate and correct causes of deterioration.
- Repair loose, broken and detached roof slates.
- Verify positive pitch and clear drainage at the 3rd floor cornice gutter. Repair to restore functionality and prevent overflow.

Primary Façade – 1306 S. Michigan

- Conduct a comprehensive façade inspection to identify problem areas and design a program for repair. Inspect the limestone to locate causes of deterioration and reasons for displacement. Implement a permanent solution for the displaced stone (primarily at the corners) and leaning parapet.

Zone 4A – 731 S. Plymouth

- Water was observed on the Electrical Switchgear Room floor; the source appeared to be the adjacent sidewalk vault where the city water and sewer lines are located. This room has high voltage equipment. This condition should be corrected.
- The Commonwealth Edison transformer vault is adjacent to this Electrical Switchgear Room and access is restricted. Verify if there is water infiltration into this room or if mitigation equipment is in place.

Zone 1A – 1104 S. Wabash

- Inspect and repair interior side of masonry wall, and roof framing system (clay tile arch construction) in the attic area.

**Medium**

Primary and Secondary Facades of all buildings: Continue regular façade inspections and maintenance.

Primary Façades of all buildings: Avoid contact with detrimental deicing salts that can damage the wall and entry floor surfaces.

Primary Façade – 72 E. 11th

- Repair limestone particularly at areas where corroding anchors have caused stone "pop outs". Deteriorated anchors and shelf angles should be cleaned or replaced as needed. Apply corrosion protection, such as painting of anchors, angles and flashing. Voids resulting from spalls should be patched or filled with a permanent Dutchman repair.

Primary Façade – 600 S. Michigan

- Repair cast stone base including minor patching using appropriately matching material.
- Repair wood windows, casings and sills. Maintain all wood elements with paint.

Primary Façade – 1014 S. Michigan

- Maintain the cast iron store fronts with paint.

Primary Façade – 1306 S. Michigan

- Maintain the cast iron spandrels. Protect with paint. Use original paint color to ensure the rhythm of the piers is expressed.
- Restore light fixture above the northwest doorway; otherwise, a replica using the original materials should be installed.

Primary Façade – 731 S. Plymouth

- Maintain cast iron ornament and spandrels. Protect with paint.
- Repair the carved stone wall ornament. Maintain by performing routine inspections to locate and correct causes of deterioration.
- Replace damaged wood brick mold. Maintain all wood elements with paint.

Primary Façade – 1104 S. Wabash

- Plan for a comprehensive terra cotta façade restoration including the removal of paint and soiling; repair and replacement of deteriorated terra cotta and anchors as necessary; tuckpointing with an appropriate mortar; and new sealants at wash joints and windows.
- Returning the ground floor entrances and storefronts to their

historic configuration will improve the integrity of the primary facades. This work should be done based on available historic documentation and replicate the original design and materials.

- Restore Wabash Avenue Entry. Remove the granite door surround and base and repair or replace the terra cotta at these locations to restore the historic appearance of the building. Original terra cotta remains behind the panels above the main entrance. Repair the existing terra cotta and replicate in kind missing or severely damaged material using existing terra cotta and historic documentation as a guide.

Secondary Façade – 1014 S. Michigan

- The light well is used for natural ventilation and air conditioning heat rejection. Cleaning the light well surfaces will improve air quality.

Secondary Façade – 33 E. Congress

- The building mounted alley lighting should be reviewed for efficiency.

Secondary Façade – 731 S. Plymouth

- Maintain wood elements with regular paint application.

Roof – 731 S. Plymouth

- Repair the brick damage on the west parapet. Deteriorated brick should be replaced with compatible material and appropriate tuckpointing completed as needed.

Zone 1B – Lobby – 600 S. Michigan

- Repair marble wainscoting in stairway. The marble elements of the stairway are generally in good condition, except for one damaged area that requires patching.

Zone 1B – Lobby – 624 S. Michigan

- Repair marble floor in Elevator Lobby.

Zone 2A – Theater Classrooms – 72 E. 11th

- Repair marble base. The marble base in these rooms is in fair condition, with minor cracks and chips. In room 305, portions of the marble are more severely damaged and broken into pieces. The marble base should be repaired and replaced in kind when repair is not feasible.

**Low**

Primary Façade – 72 E. 11th

- Provide a canopy over each entrance to match originals. The canopy above the west entrance is not compatible with the historic character of the building. Historic photos and original architectural drawings exist and would allow for an accurate reproduction of the missing canopies.
- When replicating the original entry canopies, the installation of lighting fixtures to replicate the originals should be considered. Alternatively, inconspicuous downlighting may be integrated within the canopies. New fixtures should be sensitive to the architecture.
- Until the canopies are restored, replace the existing downlights in the west canopy and the east entrance. The current fixtures have lamps partially exposed, creating unnecessary glare, which may detract from the appearance of the building.
- Evaluate options for reintroduction of a revolving door at the main (east) entrance.
- Preserve the terrazzo floor surface at the entrances.
- Preserve limestone ornament. Two ornamented stone panels at the parapet were lost when the parapet was previously repaired. Repairs should be made while retaining ornamented limestone. Note: many limestone units have been left on the roof. These should be evaluated and units that may be reusable stored.
- Install window boxes that were originally located below each of the second floor windows.
- At the first floor level, the return on the west wall appears to have been changed. Installed in bricked up window openings is a fire department hose connection and fire alarm bell. If restored, the elements would be moved.

Primary Façade – 33 E. Congress

- Maintain original masonry. The terra cotta ornament and brick wall surfaces at some window spandrels have been compromised by the installation of louvers. Avoid alterations to these facades that would require the removal of original materials, especially ornamented or unique elements.
- On the east and north facades through-the-wall air conditioners have been cut into building. Large (approximately 36” by 14”) louvers are evident below windows on the fourth and fifth floors. The air conditioners serving classrooms and offices could be eliminated with the cooling loads picked up by interior mounted HVAC equipment. Once the air conditioning louvers are removed, the east and north elevations will be clear of mechanical infringement. There are also mechanical vents in window openings on the northwest façade return. These could

be moved to less obvious locations.

- Repair and clean terra cotta. The terra cotta wall surfaces are in fair condition, with areas of soiling and cracking and some inappropriate repairs. Terra cotta repair includes the repair or replacement of deteriorated terra cotta and anchors, tuckpointing with an appropriate mortar and new sealants at wash joints and windows.
- Repair and maintain original steel windows, casings and sills. Some of the windows are difficult to operate and are in poor condition. The casings and sills are generally in good condition.

Primary Façade – 600 S. Michigan

- Patch damaged limestone using material to match existing. Consider staining the present, poorly matched limestone patches with appropriate color. Maintain limestone by performing routine inspections to locate and correct causes of deterioration.
- Repair and maintain brick using appropriately matched materials and color. Restore areas previously repaired in poorly matched brick and mortar.
- Repair and maintain steel windows and frames.
- Replace the window air conditioners with internal cooling sources.
- Relocate the ventilation exhaust and/or intake openings to less important exterior areas.

Primary Façade – 624 S. Michigan

- Continue to repair terra cotta wall cladding, window lintels and sills. If too deteriorated to repair, replacement in kind is recommended for replacements. Routine maintenance of the brick includes appropriate tuckpointing as needed.
- Restore terra cotta cornice based on original drawings and photographic documentation using terra cotta or an appropriate substitute material. For areas of reconstruction, use of substitute materials can be considered.
- There are terra cotta pieces stored under the sheet metal intake hoods. Relocate these pieces inside for storage and consider restoration onto the façade if possible.

Primary Façade – 1014 S. Michigan

- Entrance awnings should be of a design that is more historically appropriate.
- Most of the storefront openings on the 11th Street elevation have been boarded up or infilled. These spaces can be greatly improved by reinstalling appropriately designed storefront windows and creating a soffited space behind them. These

storefront areas can then be used for display or exhibits.

- Consider restoring the third story cornice mounted light fixtures which are missing; however, the extant fittings are in poor condition but provide evidence of the placement of fixtures. Historically, these fixtures would have cast white light.
- Remove window air conditioners on the Michigan Avenue elevation. As an alternative, install split system air conditioners such as what was installed for the third floor office suite. Such systems have interior fan coils and roof-mounted condensing units or other heat rejection equipment.
- The west side of south elevation has masonry infill with HVAC louvers. The ventilation functions of the louvers could be moved to the west elevation or the roof.

Primary Façade – 1306 S. Michigan

- Accessibility should be studied and a more appropriate solution for the ramp provided.
- The sconces flanking the main entry appear to be in the appropriate locations, although the style and materials do not match the building itself. One of the sconces, most likely the one to the north, is upside down. These sconces should be replaced with new fixtures more sympathetic to the materials and style of the Art Deco architecture.
- Remove the board-up at the east door opening of the north façade. If there is no door in place behind the board-up, install a new door that is appropriate to the historic appearance of the façade. Install replicated light fixture.

Primary Façade – 731 S. Plymouth

- Conduct inspection of the cornice and repair as necessary. Inspect the terra cotta for cracks and deteriorated anchors. Repair and tuckpoint.
- Maintain brick and perform appropriate tuckpointing as needed.
- Restore deteriorated brick quoins and maintain with appropriate tuckpointing as needed.
- Restore the damaged limestone with appropriate repairs. Maintain by performing routine inspections for deteriorated anchors, repair and tuckpoint as needed.
- Maintain cast iron ornament and spandrels. Protect with paint to prevent corrosion.
- Install entrance awnings that are of a design that is more evocative of the industrial history of the building. For example a shed awning over the south entrance would be more appropriate.
- Accessibility should be studied and a more appropriate solution

provided.

- It appears that the original mounting locations for large sconces are on either side of the west limestone entrance. Historical fixtures were located at this entry before the building was enlarged. Large, decorative sconces in keeping with the style of the building could be installed at either side of the west entry. Careful consideration should be taken to select fixtures which are not only sympathetic, but also do not detract from the true historical elements of the façade.
- Any changes to the lighting should be sympathetic to the existing architecture and evidence of historic lighting should be used as a guide.
- The sconce at the south entry appears to have been installed to address security concerns at that door. Replacing that fixture with either one or a pair of sconces sympathetic to the building's architecture would be a step closer to restoring the integrity of this building.
- The ventilation can be relocated from the windows when any work is done on the façade windows.

Primary Façade – 623 S. Wabash

- Inspect the terra cotta for cracks and deteriorated anchors. Repair and tuckpoint as necessary.
- Plan for a comprehensive terra cotta façade restoration including the removal of paint and soiling; repair and replacement of deteriorated terra cotta and anchors as necessary; tuckpointing with an appropriate mortar; and new sealants at wash joints and windows.
- Returning the ground floor storefronts to the historic configuration will improve the integrity of the primary facades. This work should be done based on available historic documentation and replicate the original design and materials.
- Verify extent of terra cotta behind the granite by making inspection openings.
- Remove the granite that was applied to the first three floors and restore the terra cotta at these areas to further enhance the appearance and restore the integrity of the building. Repair terra cotta, or if missing or severely damaged, material can be replicated using existing terra cotta and historic documentation as a guide.
- While it will impact the layout of interior partitions, when the replacement of the non-original upper floor windows is considered, the new units should replicate the appearance of the original Chicago Style windows. This work should be done based on available historic documentation and should incorporate restoration of both materials and design.
- Restore terra cotta cornice based on historic photographic

documentation using terra cotta or an appropriate substitute material.

- If the first floor west entry is restored then an interior, air-lock vestibule could be added to increase the comfort in the lobby.

Primary Façade – 1104 S. Wabash

- Upper floor windows: when the replacement of the non-original windows is considered, the new units should replicate the appearance of the original. This work should be done based on available historic documentation and should incorporate restoration of both materials and design. Any extant original window elements should be retained.
- The exterior fire escapes are part of the historic of the building and should be retained.
- The downlights above the east entry, though not original, may be desired for nighttime safety. In restoring the east entry care should be taken to replace the downlights with a lighting scheme that is sensitive the architectural character of the building.

Secondary Façade – 72 E. 11th

- Inspect the limestone lintels and terra cotta window heads regularly to identify areas of failure for repair.
- Ventilation louvers on the secondary elevations need refinishing. If replacement becomes necessary, or if the function of the louvers changes, then moving the outlets or inlets to roofs should be considered.
- The surface mounted light fixtures and conduit should be replaced with luminaires that provide security, minimum glare and minimum interruption especially on the north and west elevations.

Secondary Façade – 33 E. Congress

- There are some actions that would reduce the mechanical apparatus on the south light court elevation. These would include moving the existing and any new refrigerant piping into the building and replacing the older through the wall air conditioners on 6th and 7th floors with water-cooled or remote air-cooled models.

Secondary Façade – 600 S. Michigan

- When the windows and other south façade surfaces are restored the old louvers, if still required, should be replaced. The aforementioned flues serve the dark room domestic water heaters. These flues could be replaced with new interior mounted breeching and be run up through the roof in a less intrusive manner.

Secondary Façade – 624 S. Michigan

- As the HVAC systems on each floor are upgraded, we suggest the necessary ventilation openings on the north and west elevations be replaced in a uniform manner. For example, all of the outside air intakes and exhaust outlets should be installed in the same location on each floor.
- Floors 1 through 4 do not have adequate fresh air intakes.

Secondary Façade – 1014 S. Michigan

- Conduct a comprehensive façade inspection to identify problem areas and design a program for repair. Repair limestone and tuckpoint brick as necessary.
- The west, alley elevation has ventilation openings, surface mounted refrigerant piping, power conduit and exhaust ductwork. These elements could be moved into the building and run concealed to the roof.

Secondary Façade – 731 S. Plymouth

- Inspect the terra cotta lintels regularly to identify areas of failure for repair. Continue regular façade inspections and maintenance.

Secondary Façade – 623 W. Wabash

- Tuckpoint the brick and repair the limestone window sills as necessary. Inspect the cast iron mullions for damage and repair as necessary. Maintain with paint.

Secondary Façade – 1104 S. Wabash

- The west bays have had air handling equipment for at least the past 30 years. While it would be difficult to eliminate the west ventilation openings, they could be incorporated into a more acceptable replacement window/panel system.

Roof – 33 E. Congress

- The air conditioning cooling tower is highly visible at the roof line of the south elevation. If the water-cooled heat rejection system is expanded, new cooling tower(s) could be placed on the lower fifth floor roof out of the line of sight. The exhaust vents and chimney top at the west side of the south elevation could be improved aesthetically when upgraded.

Roof – 624 S. Michigan

- Maintain face brick and clay tile including proper tuckpointing

as needed.

- When the sheet metal intake hoods in the center of the north elevation are updated, their replacements should be less intrusive.
- When new cooling towers, additional air-cooled condensers and/or other equipment are installed, the visible impact should continue to be considered along with life-cycle costs and functional requirements.

Roof – 731 S. Plymouth

- Maintain the brick and clay tile on the chimney including proper tuckpointing as needed.
- Continue regular inspection of the clay tile coping on the parapet to identify and repair broken pieces. Ensure the joints are properly sealed.

Roof – 623 S. Wabash

- Maintain the brick and clay tile on the chimney including proper tuckpointing as needed.

Roof – 1104 S. Wabash

- The abandoned cooling tower should be removed.

Zone 1B – Theater & Lobby – 72 E. 11th

- While theater modifications may be required to make it functional for Columbia's theater needs, efforts should be made to retain original elements and to restore missing elements based on the historic documentation. Restoration would include: the removal of the gypsum board wall additions; repair of the plaster walls, ceilings, proscenium and ornament, installation of new curtains in the wall insets and an historically appropriate paint scheme. New elements and modifications should be appropriate to the historic character of the space.
- Restore the West Lobby and Foyer. Removal of the gypsum board walls and restoration of the original wall surfaces would greatly improve the appearance and integrity of these spaces.
- Since the original lighting may not be considered adequate by today's standards, any changes made should be sympathetic to the architecture. Decorative fixtures selected and/or designed to reflect the originals should be installed in the original locations, while additional lighting should be integrated carefully into the architecture and decorative fixtures so as to be unnoticeable.
- Similar lighting treatments should be considered for the west lobby and foyer, replicating the original lighting fixtures based on historic documentation and minimizing the appearance and impact of additional lighting systems.

- The existing added electrical features include code-required exit and emergency lighting and security devices. When the theater and west lobby are restored these items should replaced with concealed type fixtures.
- The performance lighting in the theater will evolve with changes in technology and space usage. The theater lighting will have permanent structures and wiring that can not be concealed. New theater lighting should be sympathetic to historic features.
- When the central HVAC equipment is replaced, the piping and ductwork pathways should be reused.

Zone 1C – Lobby – 72 E. 11th

- Uncover and restore original wall surfaces in the Main Lobby to improve the appearance and integrity.
- Repair terrazzo base at the Main Stairway. The terrazzo base along the walls shows general wear. Missing terrazzo should be replaced in-kind and damaged terrazzo repaired.
- Apply an historically accurate color/finish scheme in the Main Stairway to enhance the appearance.
- Replace the light fixtures with new ones sympathetic to the original style and architecture. As necessary, additional lighting should be added, but integrated into the architecture or decorative fixtures so as to remain as inconspicuous as possible. All unnecessary non-historic fixtures should be removed.
- If permissible by code, battery-powered emergency units should be removed. Emergency lighting should be provided through emergency circuits in architectural light fixtures.
- The existing added electrical features include code-required exit and emergency lighting and security devices. When the lobby and stair are restored these items should replaced with concealed type fixtures.
- When the central HVAC equipment is replaced, the piping and ductwork pathways should be reused.

Zone 1B – Lobby – 600 S. Michigan

- Clean marble surfaces.
- The current fluorescent light troffers should be replaced with fixtures more sensitive to the lobby's character; though they provide a sufficient quantity of light, they create distracting reflections. The original fixtures were likely pendants, though no evidence exists of their original appearances or locations. Replacement pendants should be selected and/or designed to be as sympathetic to the space as possible.
- The trackheads should be removed and, if desired, replaced with less obtrusive accent lights.

- A replacement sconce sympathetic to the space should be installed at the landing of the main stairway. Information regarding the appearance of the original fixture has not been located.
- New, historic fixtures may need to be supplemented with additional functional lighting. The impact and visibility of these fixtures should be minimized.
- The east vestibule has radiators behind decorative grilles which should be retained and preserved.

Zone 1C – Stairway – Preservation - 600 S. Michigan

- Repair terrazzo floor surfaces and wall base. The terrazzo floor surfaces located at some landings require minor patching.
- Remove paint from the terrazzo base trim.
- Restore historic floor surfaces at landings. Marble and terrazzo floor surfaces are covered with synthetic tile at most of the floor landings. Explore the possibility of removing the applied floor surfaces and restoring the terrazzo and marble.
- Restore varnish finish of wood handrail.
- The current fluorescent light fixtures should be removed and replaced with fixtures replicating the original character of the space. These should either be sconces at each landing, ceiling-mounted fixtures in the c1930s locations, or a combination of the two.
- The fixtures added during the c1930s renovation were likely included to remedy low light levels on the stairs. If additional lighting is needed to supplement the historic fixtures, the appearance of these fixtures should be minimized.
- Any exposed piping, conduit or ductwork intrusions should be rerouted and/or eliminated.

Zone 1B – Lobby – 624 S. Michigan

- Restore marble walls and floor of Entrance Vestibule. This includes removing the mirrors on the walls and the carpet from the floor. Repair marble as needed including infill at former stair to basement level and repairs at door thresholds.
- Clean all marble surfaces.
- Clean painted plaster ceiling. Do not repaint.
- The chandeliers and sconces, which appear to be original, have been refurbished and relamped with compact fluorescents. Alternatively they could be returned to their original state, including finishes and lamping, and supplemented with additional functional lighting. If so, the appearance of fixtures should be minimized.

- The jelly jar-style sconces in the stairway should be removed and replaced with fixtures more sensitive to the architectural character of the building.
- If permissible by code, the battery-powered emergency units and exposed conduit should be removed. New emergency lighting should be provided through emergency circuits in existing light fixtures.
- Install two cabinet heaters in the outer lobby, concealed behind the historic decorative metal grille. This grille is currently stored in the basement. The exposed cabinet heater in the elevator lobby would not be needed, if large enough heaters were provided in the vestibule and adequate heat provided directly for the receptionist.
- Clean and reinstall the historic metal grille.
- Repair marble walls between elevators. Remove current patch material, clean and patch using a well matched, permanent Dutchman repair.

Zone 1C – Conference Room – 624 S. Michigan

- Restore and maintain original bronze wall clock and remove incompatible contemporary clock.
- The existing track and torchiere lights should be removed and replaced with a lighting system that is more sensitive to the architectural character of the space. Since the function of the room is significantly different than that for which it was originally designed, every effort should be made to minimize the impact and visibility of any new, non-historic lighting.
- To improve comfort in the historic conference room, a dedicated HVAC unit should be installed, possibly located on the fourth floor roof. New air registers would have to be sensitively integrated, preferably concealed, into the finished walls and/or ceiling.

Zone 1B – Lobby – 1014 S. Michigan

- The surface-mounted fluorescent fixtures in the stairwell should be replaced with fixtures in the original locations, and all exposed conduit should be removed. New fixtures should be sympathetic to the original architecture.
- Historic fixtures may need to be supplemented with additional functional lighting, though the appearance of any of these fixtures should be minimized.
- If permissible by code, battery-powered emergency units should be removed. New emergency lighting should be provided through emergency circuits in existing light fixtures.
- Any HVAC, plumbing, sprinkler system or electrical piping or ductwork passing through the main staircase should be relocated to less critical areas. The mechanical and electrical

needs in the stairwell are minimal. The piping, ductwork and conduit do not have to be in the crucial zone.

- If there is any ceiling work, the pendant sprinkler heads could be changed for less obtrusive recessed type heads.

Zone 2A – Theater Classrooms –72 E. 11th

- Repair and maintain wood paneling. The paneling in the Lounge (Acting Studios) requires routine maintenance. The application of a UV film on or at the windows would help to prevent further degradation of the wood paneling. Some areas of the paneling are bowed. Determine causes of the bowing and repair.
- Maintain composition ornament trim in the Lounge (Acting Studios). The composition ornament appears to be in good condition, however some of the ornament has been painted. This paint should be removed.
- If the use of these rooms change, assess options for returning these rooms to their original configuration.
- If the use of these rooms change, consider restoring the plaster ceilings. Acoustic tile baffles have been hung from the ceilings of all rooms in this zone. While these may be necessary for the current use, the baffles detract from the appearance of these spaces. These baffles are reversible and their removal would improve the appearance and integrity of these rooms. In addition to the baffles, acoustic tile has been applied to the ceilings of the Lounge (Acting Studios). These tiles should also be removed. After removal of the acoustic elements, repair the plaster ceilings as needed.
- Reinstall mirrors into the cast iron frames on the north wall of rooms 301 and 305.
- Where the lighting information is available, as it is for the lounge sconces, every effort should be made to replicate the original lighting as accurately as possible. This includes creating new fixtures or finding vintage fixtures. The design of the fixtures, including ornamentation, materials and lamping, should remain true to the architectural style of the time.
- The current light fixtures should be replaced with fixtures sympathetic to the original architecture in the original locations. Decorative fixtures may be supplemented as needed with functional lighting, although any non-historic fixtures should remain as inconspicuous as possible.
- Replace grilles above doors with units that are complimentary to the architectural style of the room.
- To improve temperature control in the larger areas additional HVAC work is necessary.

Zone 2A – Lobby – 33 E. Congress

- Preserve and clean travertine and marble surfaces.
- None of the current lobby lighting appears to be original. These fixtures should be removed and replaced with lighting and materials that are sympathetic to the building's original design.
- New, historical light fixtures may need to be supplemented with additional functional lighting. The impact and visibility of these fixtures should be minimized.
- Air lock heating at both entrances is important. Presently there is no heating source in these vestibules. The addition of heat to these spaces should be done in a sensitive way.
- There is a large free-standing convector at the east end of the lobby. When restoring the lobby, consider the replacement of this heater with a concealed type.

Zone 2B – Stairway – Preservation – 33 E. Congress

- The existing light fixtures should be removed and replaced with lighting that is more sensitive to the architectural character of the space.
- New, historical light fixtures may need to be supplemented with additional functional lighting. The appearance of these fixtures should be minimized.
- If permissible by code, the battery-powered emergency lighting units should be removed. New emergency lighting should be provided through emergency circuits in existing light fixtures.
- Exposed piping, conduit or ductwork intrusions should be rerouted and/or eliminated if work is done to the area.

Zone 2A – Lobby & Chairman's Office – 1014 S. Michigan

- Replace the lights in the third floor lobby. Replacement fixtures should be installed in the original locations, as shown in the drawings, and every effort should be made to be sensitive to the original design.
- Replace the fluorescent light fixtures in the chairman's office with fixtures that replicate the originals installed in 1946. These should match replacement fixtures in the lobby.
- Refurbish and reinstall the original shelf lights in the chairman's office. If they cannot be refurbished, replicas should be made to replace them.
- If necessary, additional functional lighting may need to be added to supplement new light fixtures. The appearance of any additional, non-historic lighting should be minimized.

Zone 2B – Recital Hall – Preservation - 1014 S. Michigan

- Consider removal of suspended acoustical tiles and restore the plaster ceiling in the entrance vestibule.
- Remove synthetic tile flooring and mastic at the seating area, and restore the original maple floors.
- As the current lighting appears to be original, effort should be taken to preserve it. Concealed stage lighting fixtures and socket strips may be replaced as necessary, but their replacements should not be more visible than the originals.
- The current A lamps in the "flower" light fixtures appear to be too small for the scale of the plaster ornamentation. These should be re-lamped with larger G (globe) lamps, which were likely the type of lamps used originally.
- All original light fixtures should be professionally cleaned and refurbished. In addition, they should be re-wired to comply with current electrical and building codes.
- After the lighting system is restored, the removal of any remaining exposed electrical work is recommended. New sound reinforcement, performance lighting, data and power raceway and outlets should be installed in a completely concealed manner.
- If there is any ceiling work, the pendant sprinkler heads could be changed for less obtrusive recessed type heads.
- There should be continued preservation of the historic materials and configuration.

Zone 2A – Stairway – 1306 S. Michigan

- Remove wallpaper and restore the plaster including appropriate patching as necessary.
- Remove the acoustical tiles at the ceilings and restore the plaster.
- Remove carpet at the stair landings and restore terrazzo.
- The linear fluorescent light fixtures, as well as any exposed conduit, should be replaced with a more architecturally sensitive solution. Any replacement lighting fixtures should reflect the design and materials of the original building. Providing fixtures that match the aesthetic of the architecture would be a significant step toward restoring the integrity of this space.
- If permissible by code, emergency lighting "wall packs" should be eliminated, instead providing egress lighting through existing fixtures.
- The baseboard heaters at the east wall are not original. When the system is upgraded or units are replaced, these could be replaced with units that are more visually compatible with the historic appearance of the stairway.

Zone 2A – Stairways – Preservation – 623 S. Wabash

- The current fluorescent floodlights and exposed conduit are not in keeping with the style and character of the building. These should be removed and replaced with fixtures that are sympathetic to the original architecture.
- The original light fixtures in the stairwell were most likely sconces at each landing. Any new fixtures and layout should return to this type of fixture and placement.

Zone 3C – Classic Studio & Design Gallery – 72 E. 11th

- If the use of these rooms change, consider restoring the Club Room (Art & Design Gallery) using original drawings, renovation drawings and historic photos. Restoration would require removal of the newer gypsum board walls and restoration of the plaster wall surface beneath, if it remains. Original decorative elements may also remain beneath the gypsum board.
- Uncover the original window openings of the Club Room (Art & Design Gallery) that have been covered with a gypsum wall and are inaccessible.
- Restore the Assembly Room (Classic Studio). Most original elements of this space remain for reference. Restoration would consist of removing the stage lighting equipment and booth, restoring the flat plaster ceiling, restoring the ornamented grilles at the walls and repairing the plaster walls. [Historic drawings and photographs exist that would assist in an accurate restoration.]
- Restore the mirrors at the wood grilles in the Assembly Room (Classic Studio). The grilles appear to be in fair condition. Historic photographs show mirrors at the center portion of the grille that is now boarded over. These mirrors may remain beneath the boards.
- Repair plaster as needed. The plaster appears to be in fair condition at the walls and ceiling of the Assembly Room and in good condition at the ceiling of the Club Room.
- Remove paint from wood doors. The wood doors in the Club Room appear to be in good condition; however they have been painted numerous times and have become difficult to operate. The paint should be stripped from the doors and casings and these elements should be restored to their historic appearance.
- The existing mechanical and electrical distribution in these areas will have to be modified with any restoration work.

Zone 3D – 2nd & 3rd Floor Lobbies – 72 E. 11th

- Evaluate opportunities to remove newer construction (Rooms 302, 304 and 306, door opening infill and dropped ceiling) to return the Third Floor Lobby to its original configuration.
- Restore terrazzo in the third floor elevator lobby.

- Moving of electrical and mechanical distribution through the lobbies and stairways may be necessary with any restoration work.

Zone 3E – Classrooms 307 & 309 – 72 E. 11th

- Retain original ornament. The louver above the door in the Library replaced an ornamented plaster panel. Avoid removing ornament to install mechanical equipment and accessories.
- Restore plaster ceilings. Acoustic tile baffles have been hung from the ceiling of the Library (Room 307). While these may be necessary for the current use, the baffles detract from the appearance of the room. The baffles are reversible and their removal would improve the appearance and integrity of the room. Additionally, acoustic tile has been applied to the ceilings of both rooms. These tiles should also be removed. After removal of the acoustic elements, repair the plaster ceilings as needed.
- Replace non-original grille with unit that is complimentary to the room.

Zone 3F – Stairways – 72 E. 11th

- Normal and emergency lighting should be reviewed and modified as necessary with any upgrade of the north stairwell.
- Piping and conduit intrusions should be reviewed for relocation when restoration work occurs.

Zone 3C – Stairway – 600 S. Michigan

- Eliminating mechanical intrusions and providing appropriate lighting should be considered when upgrading the stairways.

Zone 3D – 15th Floor Lobby – 600 S. Michigan

- Consider implementing a paint scheme that would enhance the historic features of the lobby.

Zone 3C – Stairway – 1014 S. Michigan

- Maintain wood tread finish to protect the wood.

Zone 3C – Stairways – 731 S. Plymouth

- The original medallion-shaped balusters have been removed. Restoring these would greatly enhance the stair.
- Restore the stain finish to the wood railing. In lieu of that, the current paint finish should be maintained.

Zone 3C – Stairways – 623 W. Wabash

- The wood floor surfaces are in fair condition. The finish shows signs of heavy traffic wear. The wood should be cleaned and maintained.
- Provide appropriate and functional replacement lighting in the east stairwell and vestibules. Similar mechanical and electrical infringements in the main stairwell should be moved when possible.
- The freight elevator drive and operations dates to earlier times. If the elevator is retrofitted, then one should preserve the historic ornamentation.

Zone 3C – Stairways – 1104 S. Wabash

- Repair plaster in West Stairway, including walls, ceilings and ornamental column capitals.

**Future Planning**

Exterior Zones

Primary Facades of all buildings: Interior soffits at storefronts and windows, often used for HVAC and lighting, are set back from the glass. Because soffits can adversely impact the exterior facades, it is important to continue to keep soffits minimal and away from the glass.

Primary Facades of all buildings: When replacement of the non-original windows, storefronts and doors is considered, the new units should reflect the appearance of the original. This work should be done based on available historic documentation and should incorporate restoration of both materials and design.

Primary Facades of all buildings: Continue to keep window air conditioning units, louvers, ventilation openings and other equipment away from the front façade.

Primary Façade – 33 E. Congress

- Redesign storefronts and arcade. Explore options for redesigning the Congress arcade and Wabash Avenue storefronts to make these features compatible with the historic character of the building. This includes the use of original materials and design elements.
- If lighting is desired for the building's façade and the north arcade, it should be integrated into the architecture or nearby street lighting poles.

Primary Façade – 600 S. Michigan

- The black floodlights and exposed electrical conduit are not integrated within the architecture. These fixtures should be removed and a new lighting scheme, integrated with the building or nearby street lighting poles, should be designed.

Primary Façade – 624 S. Michigan

- Preserve bronze windows at the second floor.
- The black floodlights and exposed electrical conduit are not integrated within the architecture. These fixtures should be removed and a new lighting scheme, integrated with the building or nearby street lighting poles, should be designed.
- The existing HID downlight should be removed and replaced with a new fixture that replicates the original lantern. All efforts should be made to recreate the original fixture with regard to detailing, materials and finishes, based on historic documentation.

Primary Façade – 1014 S. Michigan

- The floodlights, though small, are finished in black and are not integrated within the architecture. If desired, new lighting should be designed that better integrates with the building or nearby street lighting poles.
- The fluorescent striplights and their associated exposed conduit behind the awning are large and conspicuous. Fixtures should be replaced with smaller, better concealed fixtures, which can illuminate the entryway and not attract attention to them.

Primary Façade – 1306 S. Michigan

- The HID floodlights, mounted at the north and south bays and center of the east façade, and the fluorescent floodlights, at the façade's center, are a significant intrusion on the architecture of the building. These fixtures, as well as the exposed electrical conduit feeding them, should be removed. If desired, they should be replaced with a lighting system that is more carefully integrated into the architecture or an adjacent street lighting pole.

Primary Façade – 623 S. Wabash

- The exterior fire escapes are original the building and should be retained.
- The HID fixtures are a significant intrusion on the character of the building. Given the locations of existing lighting poles along the sidewalk, these fixtures are most likely unnecessary for pedestrian illumination and are a significant source of glare. These HID fixtures should be removed and, if desired, replaced with wall mounted fixtures replicating the original globe fixtures.
- Spot lighting could be added to accent structural features of the façade. These could possibly be concealed by the restored globe fixtures.
- Evaluate the location of interior elements (i.e. radiators) and uses (i.e. seating) at first floor raised floors. Anything at the storefronts on the interior, will impact the exterior appearance of the façade.
- Evaluate opportunities to restore lower floors and parapet.

Primary Façade – 1104 S. Wabash

- The HID floodlights are a significant intrusion to the architectural character of the building. These fixtures should be removed to restore the original appearance of the facade. If illumination of the façade is desired, a new lighting system should be designed which integrates with the architecture or adjacent street lighting poles.

Secondary Façade – 623 W. Wabash

- There appears to be an obsolete dry fire protection standpipe on the northeast fire escape. The fire department no longer requires this exterior standpipe and would allow its removal.

Roofs of all buildings: As the cycle of updating and replacing mechanical equipment continues, new systems should be designed, in part to incorporate sensitive placement of equipment, including communications equipment, keeping profiles low, and locating equipment away from the perimeter so it will continue to not be visible from the ground. As equipment becomes obsolete it should be removed.

Roof – 33 E. Congress

- The abandoned cooling tower on the north side of the roof should be removed if no longer in use.

Roof – 1014 S. Michigan

- The roof is the preferred location for mechanical equipment. Given the size of the building and the size of existing and new HVAC equipment, all of the mechanical equipment can be held behind and below the high parapets on the east and south elevations.

Roof – 731 S. Plymouth

- There is a roof-mounted, cooling tower visible from the east elevation. When there is an opportunity, this tower can be replaced with one having a lower profile or can be moved away from the perimeter of the roof.

Roof - 623 S. Wabash

- The two satellite dishes in the southwest corner near the front façade are visible. When locating equipment, consider visual impact and locate away from building perimeter.

Interior Zones

All interior zones rated 1 through 3: There should be continued preservation of historic materials and configurations.

Lobby Areas – All Buildings: Organize and locate the newspaper boxes, free standing signage and other containers to minimize a cluttered appearance.

Zone 1C – Conference Room – 624 S. Michigan

- Protect floor by ensuring finish is well maintained.

- Clean and protect wood wall paneling.

Zone 2A – Lobby & Chairman's Office – 1014 S. Michigan

- When restoration work occurs any exposed conduit, piping or other MEP elements should be eliminated or moved.
- If there is any ceiling work, the pendant sprinkler heads could be changed for less obtrusive recessed type heads.

Zone 3C – Classic Studio & Design Gallery – Rehabilitation – 72 E. 11th

- Assess options for restoring the Assembly Room and or the Club Room to their original use as gathering spaces.

Zone 4A –33 E. Congress

- Continued preservation of terrazzo wall trim is recommended.
- Continued preservation of the wood wall trim obscured above dropped ceilings is recommended. Although the dropped ceilings are used to hide ductwork and wiring, preservation of the wood elements leaves the option for uncovering it later.

Zone 4A –624 S. Michigan

- Continued preservation of marble finishes is recommended. As the opportunity warrants, additional marble walls and floors could be uncovered and restored.
- If suspended ceilings remain, continue to maintain distance at the windows using soffits.
- Retain bronze mail chute system.
- Retain marble steps from entrance vestibule to the basement as an historic record.
- If the need for mechanical closets in the north corridor becomes obsolete, the corridors should be restored.

Zone 4A – 1014 S. Michigan

- The wood floor surfaces are stained with a clear finish. These floors should be maintained to protect the wood. The wood cornice molding, wood doors and casing, framed openings, and wall trim are all in good condition and should continue to be maintained.
- The vitrolite is in good condition and should be preserved.

Zone 4A –731 S. Plymouth

- The lower level of the building could be vulnerable to flooding from the city water and sewer lines. The following suggestions could help mitigate this risk: work in conjunction with the city to install water sensitive alarms and install additional emergency pumps. Attempt to isolate the water and sewer lines to reduce the affects of an adverse water leak.