

A Quarterly Journal of
the National Alliance of
Preservation Commissions

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the Alliance review



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field session
Photo by J. Todd Scott

Old Town Alexandria
Photo by J. Todd Scott



A quarterly journal with
news, technical assistance,
and case studies relevant to
local historic preservation
commissions and their staff.

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In this Issue

BY J. TODD SCOTT, THE ALLIANCE REVIEW EDITORIAL COMMITTEE

NAPC's online discussion group, NAPC-L, has become increasingly popular over the last couple of years. More and more of our members are joining in on the conversation and sharing the experiences of their local preservation commissions; it's likely many of us can benefit from these discussions. For this issue we're focusing on a few of the more prevalent discussion topics in the last year. Dan Becker wrote an article for us in 1999 on demolition-by-neglect, and because of the interest, we've asked him to update it. We've included a couple of good questions related to design review and the Secretary of the Interior's Standards which prompted comprehensive responses from our colleagues at the National Park Service. They remind us their opinions are not official NPS policy, but we think everyone can benefit from understanding these issues from their point of view. Historic resource survey and inventory projects often come up in discussions so we felt it fitting to give an overview of a new online application being developed, in part by NAPC, to simplify survey work and encourage involvement by more volunteers. Finally, we wanted to share a variety of other online links provided by users of NAPC-L; we think they're the best source of local information from across the country.

If you're a regular reader of *The Alliance Review* you'll also notice that we've moved to quarterly rather than bimonthly issues. A variety of factors influenced this decision, and as a non-profit organization, cost of printing and delivery was a major one. We remain committed to keeping each issue filled with good information for all of our readers.

We hope you find this issue helpful and informative, and hope it encourages you to join our online discussion group!

Dan Becker served as Executive Director of the Raleigh Historic Districts Commission, Raleigh, NC, from 1986 – 2011. He is now a free agent for historic preservation, having recently retired from public service as Manager of the Long Range Planning Division for the Raleigh Department of City Planning.

Establishing a Demolition by Neglect Ordinance

By Dan Becker

Many historic resources are demolished each year due to a lack of maintenance that leads to deterioration. When deterioration reaches the extent that it creates health and safety violations, building officials are obligated to act in the public interest to abate the hazard; the frequent result is demolition that circumvents local historic preservation ordinances. Whether such lack of maintenance is intentional in order to avoid preservation ordinance controls on demolition, or unintentional due to a lack of awareness or financial resources, the result is the same: loss of a community asset.

While demolition by neglect is a serious problem for many communities, it is a challenge that can be met. Meeting it requires understanding the fundamental legal principles required for a defensible demolition by neglect ordinance, incorporating the key components required for a useful demolition by neglect ordinance, and selecting effective strategies for the adoption (or improvement) and implementation of a successful demolition by neglect program in your community.

FUNDAMENTAL LEGAL PRINCIPLES

The first step toward a demolition by neglect program is determining your community's authority to adopt an ordinance. In most cases, such authority is dependent upon state enabling legislation; however, some local governments

have "home rule" powers that permit them to adopt ordinances without specific enabling legislation. This is a critical determination as home rule governments can directly adopt their own demolition by neglect ordinance. If your community does not have home rule, then you must establish whether your enabling legislation has provisions that authorize minimum maintenance provisions.

A number of states have specific language in their enabling legislation regarding demolition by neglect of historic structures, including Alabama, North Carolina, Rhode Island, Virginia, and Wisconsin. This is the best case scenario. Lacking such specific language, in some cases authority can be inferred from statutes that allow local jurisdictions to create preservation programs to



Photo credit: Dan Becker

This historic house in Raleigh, North Carolina, after repairs were made as a result of their demolition by neglect ordinance.

202 LINDEN AVENUE RALEIGH, NORTH CAROLINA

Located at the edge of the now prestigious Oakwood Historic District, this deteriorated property had been purchased decades earlier as a rental investment property for the owner's children's inheritance. The local commission worked with the elderly owner to reposition it in the marketplace from entry level to market-rate in order to generate improved cash flow. They were able to use pro-bono design services and brokered a major tax credit rehab (20% state, 20% federal) with private financing.

protect historic resources, or from general enabling legislation that gives local authorities power to protect or promote the public health, safety, and welfare from substandard housing or unsafe buildings. In these cases, consult your local



Photo credit: Raleigh Historic Development Commission

The first full window on the north elevation is out of plumb due to extensive settling. The window sash is sagging as a result of broken sash cords or rotten support.



Photo credit: Raleigh Historic Development Commission

▲ The soffit and eaves on the porch above this column shows rot and damaged woodwork.

◀ The column at the right corner of the porch has shifted to the south as a result of a damaged or undermined base.

government's attorney for guidance; perhaps even seek an opinion from your state's attorney general.

Your ordinance must ensure due process. It must be clearly related to the governmental goal of preserving historic resources, and it must be designed to be reasonable, fair, and of general applicability to the community. The issue of regulatory taking also has great bearing upon demolition by neglect ordinances, especially as it relates to economic hardship. Further information on these principles can be found in the reading list at the end of this article.

KEY COMPONENTS OF AN ORDINANCE

An effective ordinance will contain specific elements: standards, petition and action procedures, economic hardship provisions, appeals, and enforcement.

You must be able to define deterioration in order to abate it. Standards are required to provide a benchmark for evaluation. A general statement requiring that a building be kept in good repair

will prove to be difficult to enforce because judgments of "good repair" can be challenged as arbitrary. Precise language in your ordinance should clearly define what is considered to be deterioration. Petitions that allege demolition by neglect should list specific defects that reference these standards, so that a reasonable person viewing the petition and the deterioration can recognize the violation(s) of the ordinance.

Detailed procedures are necessary to ensure that each case is handled in the same way, and that property owners are assured of due process. Provisions should be included in the ordinance for the submittal of petitions alleging demolition by neglect, the process for notification of the property owner, procedures for conducting hearings, and time frames for actions. Raleigh chose to authorize only the preservation commission to submit petitions; this was to avoid spurious claims. Individuals and organizations bring their concerns to the commission, which then provides an initial assessment about whether to proceed. Also necessary are criteria for evaluating and making findings regarding economic hardship, the manner for filing of

appeals, and modes of enforcement by remedy, abatement, and/or penalty. Again, state law provisions may dictate what kind of enforcement tools you have at your disposal.

Particular attention should be paid to criteria for evaluating economic hardship. This is a necessary safeguard that protects the local government and property owners from claims of regulatory takings. Your ordinance should itemize the specific financial information that the property owner must provide in order to demonstrate a claim of economic hardship, and ensure that findings are made with regard to the claim. In the event that the evidence proves that such a claim is valid, then the ordinance should also provide guidance in the preparation of a plan to relieve the hardship.

STRATEGIES FOR ADOPTING AN ORDINANCE

Each community has its own personality when it comes to the kinds of ordinances that are appropriate for its citizens, and no one strategy will fit all. It will not advance your preservation cause if a proposed demolition by neglect ordinance becomes controversial, so it will pay dividends to carefully consider whether such an ordinance is right for your community, and how to establish support for its adoption.

Several lessons can be learned from Raleigh's experience. Enabling legislation authorizing local demolition by neglect ordinances was adopted by the North Carolina legislature in 1989 as part of a general re-write of the statutes governing preservation in the state. In 1992, the city completely reorganized its preservation program as part of a successful effort by the preservation community to establish a county preservation program. The justification for the city's ordinance revisions was to ensure that the two programs were well coordinated, as well as to incorporate the state legislation changes. Demolition by neglect became part of a routine updating of the ordinance, rather than the sole focus of a "sales effort" that might attract undue attention and controversy.



Photo credit: Raleigh Historic Development Commission

Missing and rotted wood shingles around front second level windows.

Because the city's ordinance was the first in the state to take advantage of the new enabling authority, we modeled many of its procedures after state statutory prescriptions for enforcement of minimum housing standards. Our plan if challenged was to avoid the position that it was something entirely new to be defended. We would treat demolition by neglect as an extension of powers the state had already granted: by doing this, we would take advantage of a familiar process that had been on the books a long time, was a matter of general course, and was recognized as a process for affirmative enforcement of deficiencies. A case can be made for equal treatment under the law; properties with deficiencies (minimum housing standards, demolition by neglect standards) are handled the same way. Happily, we were not required to make these arguments, and the ordinance was adopted after routine review.

USING THE ORDINANCE

A demolition by neglect ordinance is not for the faint of heart. It is aggressive, pro-active preservation. Recognize that such a program is staff-resource intensive and requires great precision in the application of due process. It is important to build cooperative partnerships both with neighborhoods and downtown associations and with local government agencies charged with enforcement.

The Raleigh Historic Development Commission requested that neighborhood groups prioritize properties they wish to have considered under the ordinance's provisions, and to keep the list short. Commission staff assist inspections department staff with monitoring and evaluating property compliance.

Knowing when to use the ordinance is important. Be sure that deterioration is substantial enough to warrant the application of the ordinance, but not so severe that the expense of repair exceeds the market value of the property, which could lead to a finding of economic hardship.

DETERMINING ECONOMIC HARDSHIP AND CREATING PRESERVATION PLANS

When the City of Raleigh adopted a new Unified Development Ordinance in 2013, significant improvements to the initial demolition by neglect ordinance were made, most particularly in its economic hardship provisions. Notable scholarship on economic hardship has occurred during the past 15 years. A literature search for best practices revealed a body of impressive work strengthening local government program techniques to assess and accommodate hardship.

Highlights of these improvements include establishing a "Hardship Review Panel" to review financial information related to determining hardship; listing standards for determination of hardship in addition to standards for determination of deterioration; a more thorough list of financial information to be provided for hardship assessment; supplementing economic return to include the concept of "reasonably beneficial use" for non-income producing properties and those owned by non-profit organizations; and more guidance in the preparation by the commission of a "Plan for Relief of Economic Hardship."

The use of a hardship review panel ensures that real estate and financial experts are judging the economic profile of the property, rather than the commission, whose expertise is directed toward design review not financial considerations. It also

avoids the appearance of a conflict of interest with the commission acting as judge and jury. Standards for determination of hardship make clear that the determination is based on the characteristics of the property, not the ownership, as well as assigning to the owner the burden of proof for hardship tests.

A novel concept not observed elsewhere is introduced in Raleigh's ordinance relating to the Hardship Review Panel's work. If the panel reaches a conclusion that a hardship does exist, the ordinance requires the panel to "establish a monetary value of capital expenditure on the property that the panel believes would yield a return on the investment without economic hardship." This becomes the level of investment that is expected from the owner toward financing the preservation plan for stabilization/repair of the property. The commission then works to develop additional "gap" resources and strategies necessary to eliminate the hardship and complete remedial work. The preservation plan for saving the resource thus becomes an investment partnership recognizing the individual owner's financial or beneficial use interests and the public's architectural, heritage and cultural interests. ■

USEFUL SOURCES

The City of Raleigh's demolition by neglect ordinance can be accessed on-line at <http://www.raleighnc.gov/content/extra/Books/PlanDev/UnifiedDevelopmentOrdinance/#425>

For further guidance regarding legal issues related to demolition by neglect, the following resources are recommended:

Duerksen, Christopher J. and Richard J. Roddewig. *Takings Law in Plain English*, 4th ed. (Washington, DC: National Trust for Historic Preservation, 2010)

Roddewig, Richard J. and Christopher J. Duerksen. "Responding to the Takings Challenge: A Guide for Officials and Planners," *Planning Advisory Service Report #416*, May 1989. American Planning Association, Chicago, IL.

White, Bradford J. and Paul W. Edmondson. *Procedural Due Process in Plain English: A Guide for Preservation Commissions*, 3rd ed. (Washington, DC: National Trust for Historic Preservation, 2008)

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*Response prepared by **John W. Renaud** and **Megan Brown**, with State, Tribal, and Local Plans & Grants, National Park Service. The views expressed here are their own and do not necessarily represent the official opinion of the CLG program, the National Park Service, or the Department of the Interior.*

Should All Standards Be Met For A Preservation Project?

By John W. Renaud and Megan Brown

The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation are generally accepted as the baseline standard for evaluating historic preservation activities throughout the country. In most instances, local historic preservation commissions have adopted these standards to guide them in making decisions related to local landmarks or for contributing buildings in local historic districts. The most commonly used set of Standards are for Rehabilitation, because many of the buildings reviewed are being rehabilitated in a way that alters their original or historic fabric.

Recently the online discussion group NAPC-L had a good discussion in response to a question about whether ALL of the Standards needed to be met. It's been generally accepted by most commissions that all of the Standards applicable to a particular situation or project should be met, but our colleagues at the National Park Service have offered a more in-depth discussion of the matter.

Q: I'm trying to help a CLG (Certified Local Government) with a complicated design review case where the local legal counsel is interpreting the preservation law much differently from the staffer for the preservation commission. In writing

up his staff report for the preservation commission, the staffer explained that the proposed project must meet ALL of the Secretary of the Interior's Standards for Rehabilitation. The attorney contends that because the law doesn't say "meet all the Standards", just meeting a majority of them should be good enough for approval.

I've reviewed projects for 14 years under state and federal tax credit programs, grant programs, and our state preservation law and I have never heard this before. "Meets the Standards" has always meant "meets all the Standards" to me and my co-workers. However I cannot find this in writ-

Who Should Use the Secretary of the Interior's Standards for Archeology and Historic Preservation?

- Federal agency personnel responsible for cultural resource management pursuant to Section 110 of the National Historic Preservation Act, as amended, in areas under federal jurisdiction. A separate series of guidelines advising federal agencies on their specific historic preservation activities under Section 110 is in preparation.
- State Historic Preservation Offices responsible under the National Historic Preservation Act, as amended, by making decisions about the preservation of historic properties in their states in accordance with appropriate regulations and the Historic Preservation Fund Grants Management Manual. The state historic preservation offices serve as the focal point for preservation planning and act as a central state-wide repository of collected information.
- Local governments wishing to establish a comprehensive approach to the identification, evaluation, registration and treatment of historic properties within their jurisdictions.
- Other individuals and organizations needing basic technical standards and guidelines for historic preservation activities.

ing anywhere. Can anyone direct me to legislation, regulations, guidance, etc. where it defines that "meet the Standards" mean all the Standards?

A: What we say in this note applies to all of the Secretary of the Interior's Standards for Archeology and Historic Preservation; not just the Rehabilitation Standards which are one of the groups of the Treatment Standards. By themselves, "the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation" are advisory only. That is, they are the Secretary's best advice on how to deal with a range of historic preservation issues. We hope that everyone uses them all. That said, it takes a separate administrative action (e.g., a regulation, agreement, grant condition, binding policy, etc.) to make the Standards mandatory. What this means is that, for local commissions that are not Certified Local Governments (CLGs), state authorizing statutes, local ordinances, and implementing regulations, guidelines, and policy control what the local commission should do with regard to use of the Secretary's Rehabilitation Standards – or any other set of the Secretary's Standards that the local government has adopted. This all depends

on the wording of the specific local preservation ordinance, regulations, etc., in how the Secretary's Standards have been adopted, and whether the Standards have been adopted for decision-making as criteria or simply as guidelines.

For CLGs or for any other local activity with a Federal connection, the situation is different. For example, 36 CFR 61.4, (a section of the Code of Federal Regulation that governs historic preservation activities) states that "NPS (National Park Service) will use the Standards as technical performance standards for matters covered by this part [i.e., regulation]". 36 CFR 61.2(d) states in part that "the Secretary's Standards means only the 'Standards' portions and not the 'Guidelines' portions of 'the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation'". That means that activities must be consistent with the Standards for state, tribal, and local governments that have become official historic preservation partners with NPS; in other words, SHPOs, THPOs, and CLGs. Other regulations have also given force to all or selected parts of the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation.

Where there is a federal connection, the applicable federal statutes and implementing regulations and policy set the parameters within which our local partners must act with regard to the Secretary's Standards. For CLGs, this means that the National Historic Preservation Act, NPS implementing regulations and policy, state CLG procedures, and individual certification agreements set the parameters within which CLG commissions use the Secretary's Standards.

It is our position that in any historic preservation-related situation, a historic preservation commission (or any other user of the Standards) first should determine which set(s) of the Secretary's Standards (e.g., Planning, Identification, Rehabilitation,

Documentation, etc.) are applicable. Once the user has determined the applicable set, they should apply all of the Standards within each set to the decision-making process. Within the set, no individual Standard may be ignored unless it clearly does not apply (e.g., the new construction Standard for Rehabilitation if the project involves no new construction). Within any set of Standards, no one gets to pick and choose which Standards to use. It is in the interpretation/application of each Standard to each situation where there is room for flexibility. This is where the Guidelines, local policy, and experience come into play. Programs or projects where there is a federal connection must use the applicable set of Standards and the interpretation must be consistent

Secretary of the Interior's Standards for Rehabilitation

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

The Standards for the Treatment of Historic Properties

The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. The Guidelines offer general design and technical recommendations to assist in applying the Standards to a specific property. Together, they provide a framework and guidance for decision-making about work or changes to a historic property. The Standards and Guidelines can be applied to historic properties of all types, materials, construction, sizes, and use. They include both the exterior and the interior and extend to a property's landscape features, site, environment, as well as related new construction. Federal agencies use the Standards and Guidelines in carrying out their historic preservation responsibilities. State and local officials use them in reviewing both Federal and nonfederal rehabilitation proposals. Historic district and planning commissions across the country use the Standards and Guidelines to guide their design review processes.

The Standards offer four distinct approaches to the treatment of historic properties—preservation, rehabilitation, restoration, and reconstruction with Guidelines for each.

Preservation – When the property's distinctive materials, features, and spaces are essentially intact and thus convey the historic significance without extensive repair or replacement; when depiction at a particular

period of time is not appropriate; and when a continuing or new use does not require additions or extensive alterations, Preservation may be considered as a treatment.

Rehabilitation – When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment.

Restoration – When the property's design, architectural, or historical significance during a particular period of time outweighs the potential loss of extant materials, features, spaces, and finishes that characterize other historical periods; when there is substantial physical and documentary evidence for the work; and when contemporary alterations and additions are not planned, Restoration may be considered as a treatment. Prior to undertaking work, a particular period of time, i.e., the restoration period, should be selected and justified, and a documentation plan for Restoration developed.

Reconstruction – When a contemporary depiction is required to understand and interpret a property's historic value (including the re-creation of missing components in a historic district or site); when no other property with the same associative value has survived; and when sufficient historical documentation exists to ensure an accurate reproduction, Reconstruction may be considered as a treatment.

with NPS and state guidance. For example, if an owner of a commercial property is seeking CLG, state, and federal tax incentives, we want the application of the Secretary's Rehabilitation Standards to produce parallel results at each level of review.

NPS' interpretation has long been that the statutory, regulatory, and policy language refers to the use of all of the Standards within each set. If we had meant less than "all", we would have said so and provided guidance on how to select and

use a subset of each group of Standards. It is a fundamental principle of federal administrative law that in the absence of explicit language to the contrary, the department, bureau, or office responsible for administering the program gets to interpret the meaning of applicable statutes, regulations, standards, policy, etc. As long as that interpretation is a reasonable interpretation – even if it is not the only possible reasonable interpretation – the interpretation will be upheld if challenged. We hope that this provides a little more clarity on the subject. ■

*Response prepared by **John W. Renaud** and **Megan Brown**, with State, Tribal, and Local Plans & Grants, National Park Service and **Paul Lusignan**, with the National Register of Historic Places. The views expressed here are their own and do not necessarily represent the official opinion of the CLG program, the National Park Service, or the Department of the Interior.*

What Activities Should a Preservation Commission Review?

By John W. Renaud, Megan Brown, and Paul Lusignan

It's not unusual for owners of properties in historic districts or individual landmarks, to wonder exactly what kinds of projects should be reviewed by local historic preservation commissions. Do I need a certificate of appropriateness to paint my house; to add a satellite dish; to put up a back yard fence? Unfortunately there's no one answer for each type of historic preservation project. The impact of a satellite dish on the integrity of a colonial-era neighborhood may be much different than it is in a 1920s downtown. But it's always good for the local jurisdiction to educate the public and to provide as much guidance as possible, preferably guidance that is available in a variety of formats. We want black and white answers to every circumstance, but as many of us know, most historic preservation projects generate answers that are varying shades of gray. In response to a question about how specific a local preservation ordinance should be, our colleagues at the National Park Service have provided some great food for thought. Here's the discussion:

Q: As part of the revisions proposed for our historic preservation code, some of the public is suggesting we clearly state in the ordinance what residents can do without obtaining a COA or more appropriately what the Commission does not review. Anyone have in their ordinance this type of language?

A: There is no formal National Park Service (NPS) policy on this subject. Thus, this response is just the informal advice that we give to folks when we are asked this kind of question. One size does not fit all. Thus, any and all guidance should be customized for the individual local government historic preservation program.

Your question combines two different, but related, topics:

1. How should a local government historic preservation program determine what kinds of activities are subject to various kinds of review?
2. Once the decision is made regarding what is subject to review, how should the local government build this information into its legal and organizational framework and make it available to the public?

Generally speaking (and there are exceptions), we think it is too risky to the irreplaceable historic and prehistoric resources to put extensive technical details in a local ordinance/statute or to try to assemble an exhaustive list of activities that are either subject to or not subject to review.

WHAT ACTIVITIES TO REVIEW OR NOT REVIEW

In any information provided by a jurisdiction, explain the rationale for inclusion. Rather than just listing activities that are subject to or not subject to review, list the criteria that you use to determine what activities are subject to review. Such criteria should clearly tie to the purpose language in the ordinance that explains what the review process is intended to accomplish. You might include criteria such as:

- The effect that a proposed activity could have on those elements that make a property or district significant in the first place.
- Activities that relate to topics covered by guidance that NPS has issued to explain the various sets of the Secretary's Treatment Standards.
- Activities that relate to topics covered by the local government's design guidance.

No list can be exhaustive or universally applicable. Something will be left off the list that should be included and other things will be on the list that shouldn't always be. We recommend that any

local government that provides a list of activities explicitly state that the list is not exclusive and is subject to change in accordance to whatever system is in place for revisions. Along these lines, if the list applies to more than one district or landmark, we would state explicitly that the use of the list may vary depending upon what makes each district or landmark historically important.

WHERE DOES INFORMATION REGARDING ACTIVITIES SUBJECT/ NOT SUBJECT TO REVIEW FIT IN THE LEGAL STRUCTURE OF THE LOCAL HISTORIC PRESERVATION PROGRAM?

I think the answer to this question is that it depends on the circumstances of the local government's historic preservation program. State authorizing laws and preferred legal practice can indicate a mandate or preference for what topics and level of detail appear in local statutes or ordinances versus implementing regulations or rules and guidance. For Certified Local Governments (CLGs), the state's CLG procedures and federal statutory requirements (including the definitions of "designation" and "protection" in the CLG context) will specify provisions that must appear in local historic preservation ordinances.

Generally speaking, the following statements are true:

- Statutes and ordinances are harder to change than regulations or rules which in turn are harder to change than administrative guidance.
- The people who pass statutes and ordinances have less technical historic preservation expertise than the people who create implementing regulations and administrative guidance.
- Members of local legislative bodies tend to have expertise in the law-making process rather than having subject matter expertise.
- Finally, statutes and ordinances tend to give

more general direction while rules, regulations and technical guidance tend to provide progressively more detailed information.

For politically sensitive or controversial issues, we could see the advantages of including even very-detailed information in a statute or ordinance. There is a certain political commitment that goes along with passing an ordinance. Politicians can be more reluctant to overturn a provision that they passed than they would a regulation or guidance that they had nothing to do with. There is also the possibility of bad publicity that could result from overturning a historic preservation ordinance. That said, all things being equal, we think it is better not to put in the statute or ordinance a list of what activities are or aren't subject to review.

If the purpose portions of an ordinance are written tightly enough, regulations and guidance based on those purposes will be more easily defended both legally and politically. Legally, an administrative decision (i.e., via regulation or technical guidance) to review or not review a type of activity will be upheld if it is a reasonable interpretation of the purpose in the ordinance or statute even if it is not the only possible reasonable interpretation.

What kinds of activities are safe (for the historic resource) to review or not review in order to maintain the resource's significance is a technical matter which should be left to historic preservation technical experts to determine. That said, irreplaceable historic and prehistoric resources belong to the people who live and work in the community. Therefore, it is perfectly reasonable and appropriate that the politicians who represent the community should pass an ordinance that directs the appropriate folks in the local preservation program to create (with appropriate public input), maintain, and appropriately post the list in accordance with the purposes expressed in the ordinance.

One of the reasons for relying on experts involves the risks and consequences of making a mistake. Once a property's integrity is lost, it is gone forever and cannot be replaced. In establishing or modifying a local historic preservation program structure, ask yourself who is most likely to design a process that appropriately protects the resources. There are lots of ways — other than passing an ordinance with extensive specificity — to get politicians on the public record in support of historic preservation in the community. Resolutions of support during Preservation Month, media interviews, and participation in historic preservation celebratory events are just a few ideas that pop to mind.

Generally, we think it is too risky to the historic resources to put extensive technical details in a local ordinance or statute because of the general lack of expertise of the lawmakers and the relative difficulty in changing statutes and ordinances as compared to administratively-derived procedures.

Property owners of locally-designated historic properties need to be able to plan, make informed decisions, and be protected from arbitrary and capricious decisions regarding proposed changes to their properties. Well-drafted ordinances and administrative procedures should address these issues. Every statute or ordinance should include the following elements:

- A purpose section that not only describes the purpose of the local historic preservation program as a whole but also the various elements of the program. For example, what is the Certificate of Appropriateness process designed to accomplish?
- An enforcement section and a section that describes the range of consequences for violating the requirements.
- An appeals section with a discussion of the allowable grounds for appeal and the criteria for determining that the grounds have been met.

LEVEL OF REVIEW FOR PROPERTIES

WITHIN THE HISTORIC DISTRICT OR DESIGNATED AS INDIVIDUAL LANDMARKS

Certificate of Appropriateness (COA) Required									
Type of Work Proposed	Exempt Work	Minor Work Administrative Review				Significant Work HPC Review			
		Non-Contributing	Contributing	Potentially Significant	Significant	Non-Contributing	Contributing	Potentially Significant	Significant
Ordinary Repair & Maintenance									
Building									
Architectural Features, repair of existing	X	X					X	X	X
Siding / Trim, repair of original material including up to 10% replacement		X	X	X	X				
Chimney Repair, primary or street-facing façade and no material replacement	X								
Chimney Repair, secondary or rear elevation and no material replacement	X								
Masonry Repointing with compatible mortar and <u>no change in joint width</u> (no material replacement)	X								
Painting of previously painted surfaces (regardless of paint color)	X								
Roof cladding with like materials		X	X	X	X				
Site									
Access Drives		X	X	X	X				
Fences		X	X	X	X				
Landscape Structures (walls, pergolas, gazebos, etc.)		X					X	X	X
Storage and/or Accessory Structures, repair or replacement of existing		X					X	X	X
Walkways		X	X	X	X				
All other site improvements for which a permit is required		X	X					X	X
Alterations and New Construction									
Building									
Access Ramps/Lifts, erection, alteration and/or removal (primary or street façade)		X					X	X	X
Access Ramps/Lifts, erection, alteration and/or removal (facades not visible from public way)		X	X	X	X				

Geneva COA Matrix

- A waiver provision with clear language about the rarity of its use and criteria for granting it that relate to the preservation of the resources.
- Provision for periodic assessment of the historic preservation program's compliance with applicable laws and historic preservation

best practices. We think that a sunset provision is not a good idea. Failure to take legislative action should never be the reason for ending a local government's historic preservation program. ■

Deidre McCarthy, GISP, is Chief, Cultural Resource GIS Facility with the National Park Service and Michele Oaks is an Urban Planner in the Department of Planning and Zoning, and Historic Preservation with the City of Alexandria, VA.

CRSurveyor: Mobile Technology Tool for Cultural Resource Surveys

By Deidre McCarthy and Michele Oaks



Credit: J. Todd Scott

Volunteers testing the application in Old Town Alexandria.

Like a census, cultural resource inventories deliver a snapshot of the universe of cultural resources in any given area. The accuracy and completeness of the inventory, including resource locations and significance, determines its utility, identifying what exists on the landscape. Applications, like geographic information systems (GIS), provide access to this data, ways to visualize trends, means to coordinate activities and tools to analyze, leading to better decision making as well as resource management. Importantly, the value of any analysis produced depends entirely on the quality of the underlying data.

Typically, these critical inventories are created at state and local levels through cultural resource surveys conducted for the purposes of meeting state and federal laws, such as the National Historic Preservation Act, and may greatly vary in data utility as well as scope of survey, making them difficult to combine into a single inventory in some cases. These historic resource surveys require significant hours in the field collecting data, often using paper survey forms, hand-drawn maps and photos. Completing the transfer into state or local inventories can similarly take significant time in the office. Today's budget restrictions and minimal staffing make it difficult for cultural resource professionals to carry out these traditional surveys, particularly with large survey areas containing potentially thousands of resources. Several jurisdictions have developed proprietary survey software for their individual needs, but a standardized model has not been created to enable unified data collection and sharing among agencies at local, state and federal levels.

THE CITY OF ALEXANDRIA'S SOLUTION

With the advancement of GIS and more sophisticated mobile devices, the city of Alexandria, VA, saw an opportunity to streamline the field survey workflow and create a new system with the intention to provide local, state, and national agencies, as well as preservation organizations, with a tool to share information quickly with each other and the public. The project's main objective was the development of a new historic resource

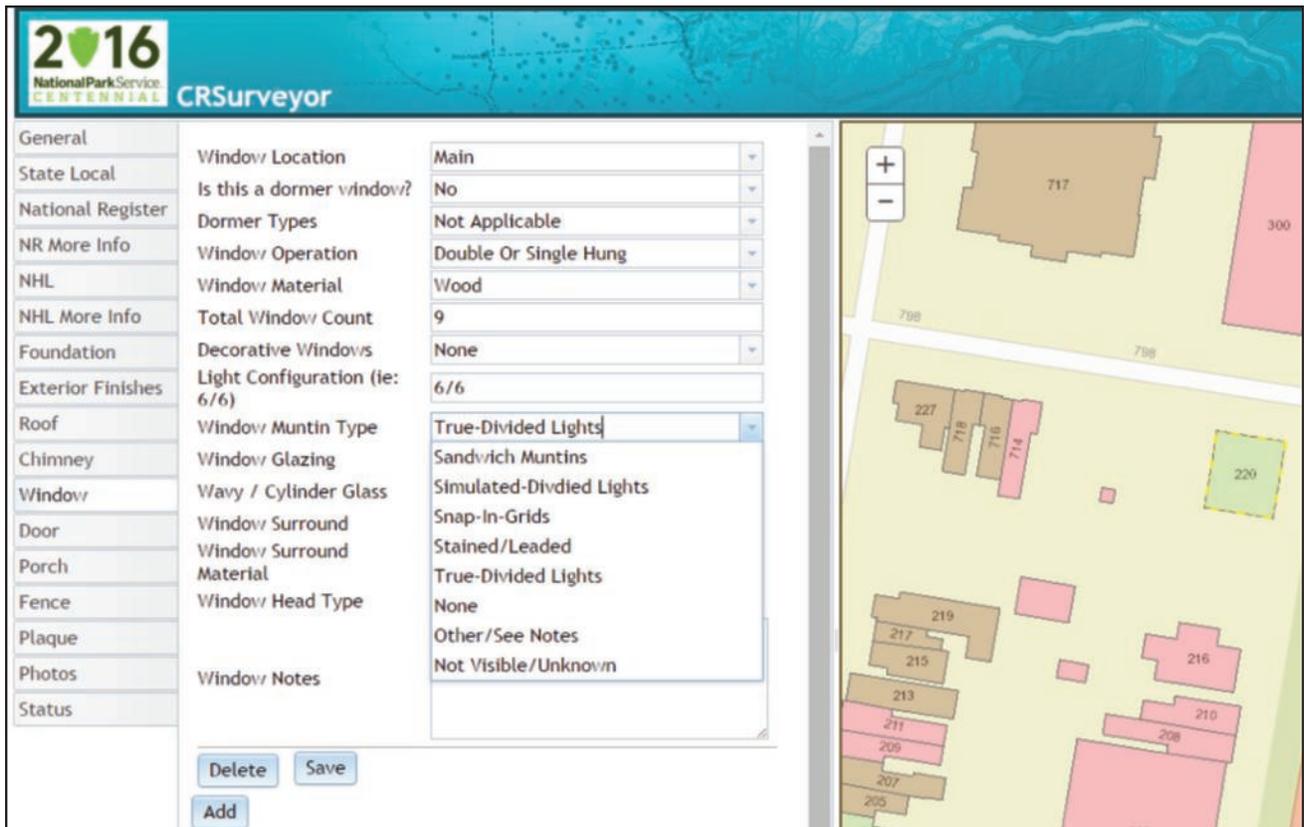
survey methodology that reduced field time, cultivated volunteer participation and generated a creative solution using modern technology to gather valuable cultural resource data.

Alexandria's Old and Historic District is the third oldest locally-designated district in the country, its ordinance adopted by the city council in 1946. Included within the local district boundaries are the Alexandria National Historic Landmark District and the Alexandria National Register District, which contain one of the largest intact collections of late 18th and early 19th century structures in the United States. However, the city preservation staff lacks the survey and inventory documentation for most of the historic resources that they must manage. Alexandria's Old and Historic District then makes a perfect location to pilot a mobile survey application designed to generate a dynamic database for its architectural resources that will be linked to the city's existing public websites, as well as integrate with the city's GIS and permitting systems, in addition to sharing that inventory information with state and national agencies.

ENABLING DATA SHARING AND BUILDING A MOBILE SURVEY APPLICATION

This spatially-enabled, mobile, tablet-based survey strategy is being developed through a partnership with the City of Alexandria and the National Park Service's Cultural Resource GIS Facility (CRGIS) and its Certified Local Government (CLG) programs. Using funds from the CLG program and data standards created by CRGIS, Alexandria can build a more flexible, portable and user-friendly survey tool to help assist their own city planning, as well as provide valuable information for state and national inventories.

Following Hurricane Katrina in 2005, the Federal Emergency Management Agency (FEMA) asked CRGIS to develop a digital tool to help them comply with National Historic Preservation Act requirements. Katrina highlighted deficiencies in our existing inventories, survey methods and response strategies, as well as data sharing capabilities. CRGIS created a methodology to help identify and evaluate damaged properties with global positioning systems (GPS), in



How the application appears on a hand-held device.

in addition to providing a means to determine the integrity and significance of each property through GIS. Incorporating cultural resource spatial data transfer standards imposed structure on the data, allowing the GIS to further serve as a management tool and promoted the critical exchange of cultural resource data throughout the disaster recovery.

Born out of adversity, the data standards created, and the database template produced in parallel, now in use throughout the NPS, enable data sharing between the many cultural resources databases that the NPS maintains. The Alexandria and NPS staff believe that this NPS database template makes a perfect foundation for a cultural resource field collector application. Ten years after Katrina, the basic survey methodology, the standards and the template remain relevant and useful, but the GIS tools they work in tandem with have greatly improved, opening up many new possibilities for field data collection and integration of that data with existing local systems.

Alexandria leveraged its CLG status and obtained CLG and Cost Share grants from the Virginia State Historic Preservation Office (SHPO); ESRI, a GIS software company; the Historic Alexandria Foundation; and the Office of Historic Alexandria. With these grants, Alexandria selected a consultant, GIS Inc., to assist in the development of a prototype application, using the CRGIS standards and database template as a starting point. The application, later named CRSurveyor, is a web-based, architectural survey form, designed to be used on a tablet. The database and application contain fields that satisfy either an intensive or reconnaissance level field survey, along with National Register and National Historic Landmark information.

Spatially enabled, CRSurveyor relies on a dynamic map containing building footprints and parcel boundaries to select and track the buildings being surveyed or having completed surveys. Using color-coding, surveyors select the individual building to be surveyed on screen and answer

questions organized around standard architectural survey practice, from foundation to roof, using easy-to-use menus. As the surveyor completes and saves the data collected, the building footprint changes color, updating live to other surveyors working in the vicinity, as well as staff back in the office monitoring the data collection process. Surveyors may also use the tablet to take photographs of the resource being surveyed, or upload historic photographs, to attach to the descriptive information.

Data collected by surveyors in the field is transmitted via wifi connection to a central database holding tank. Here, historic preservation staff can check the data for accuracy and completeness, selectively or comprehensively, comparing the descriptive information to the photos transmitted. Once accepted, the data can be incorporated into

the final live GIS database for the City, updating, correcting and adding to the inventory information already on hand.

THE FUTURE OF CRSurveyor

During the summer of 2014 following a two-day training class, Alexandria historic preservation staff and trained volunteers researched and surveyed more than 400 buildings in 4 weeks within Alexandria's Old and Historic district to test the prototype application. City staff received positive feedback from the volunteer surveyors and continues to work to refine and develop the application. The goal of the project is to create a standards-based, spatially enabled, mobile survey tool that can be adapted to other jurisdictions, resource types and circumstances, such as disaster response. Ultimately, the project partners hope to provide the web-based



Photo credit: Michele Oaks

Volunteer field training in Old Town Alexandria.

application without any initial cost, allowing jurisdictions too spend their scarce funding on customizing rather than recreating the survey tool.

Currently, Alexandria, NAPC and the NPS are working to complete the building survey portion of CRSurveyor with additional funding from partnerships with SHPOs, CLGs, and other preservation organizations. Later phases of development for CRSurveyor will expand the tool to use with other cultural resource types (archaeological sites, structures, objects, landscapes, etc.). Tasks to be addressed in these phases include:

- Merging existing cultural resource survey data bases and adding descriptive data fields for the remaining cultural resource types;
- Enhancing the application by creating customizable data fields based on resource type or style;
- Illustrated pop-up guides to describe architectural features for volunteer surveyors;
- Developing an offline function to allow users to be disconnected from wifi and cell phone signals during survey which is critical in remote communities or locations with poor cell coverage;
- Integrating a post-disaster response function to activate if a quick damage assessment needs to be deployed on existing resources.

As a web-based application, CRSurveyor will provide flexibility for a range of users. Small organizations with limited funding could use the application and upload data to the cloud, or a large municipality with a staffed GIS department could host it on its local server. Because the tool is easy to use, volunteers, students and trained historic preservation professionals can quickly be incorporated into any survey project. Further, the potential danger of unintentionally releasing incorrect information with such a "crowd-sourced" data collection technique is alleviated by insuring quality controls are imposed before releasing or sharing data with partners and the public.

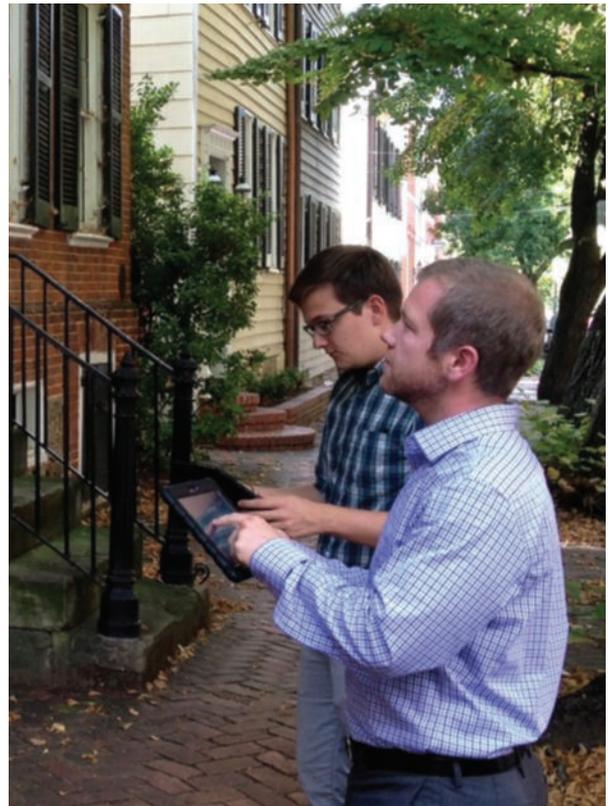


Photo credit: Michele Oaks

Volunteers testing the application in Old Town Alexandria.

As new components of the CRSurveyor emerge, they will be made available to current partners until the application is ready to release to State Historic Preservation Office and Tribal Historic Preservation Office partners for use in surveying their communities. If your organization is interested in more information, or assisting in the design/development of the application, contact the NPS, NAPC or Alexandria partners. Each new partner helps us to improve CRSurveyor and make it an even more useful tool for the future of cultural resource survey. ■

Loss of a Great Public Servant

The staff and board of directors at NAPC is saddened by the recent passing of Dr. Larry Cort, a former board member.

Cort recently retired as city administrator for Oak Harbor, Washington, and died at his Coupeville, Washington home Oct. 28. He was only 60.

Cort grew up on Whidbey Island, Washington and graduated from the University of Washington in 1977, going to work as a cartographer. After being awarded a Master's Degree in historical geography from Exeter University in England, he continued his career as a cartographer, but eventually moved into city planning as the town planner for Steilacoom, Washington. Much of the rest of his career was spent on Whidbey Island, as Town Planner for Coupeville, Senior Planner for Oak Harbor, Community Planning Director for Langley and finally City Administrator for Oak Harbor. Larry also served his

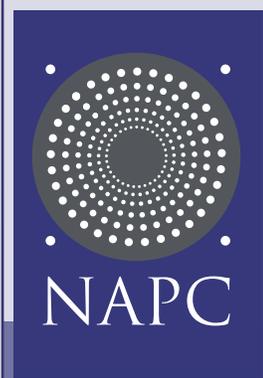


NATIONAL
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community as an active member of the Coupeville Lions, Coupeville Arts Center board member, Island County Historical Society tour leader, Washington Trust for Historic

Preservation board member, and on the Coupeville Town Council.

In 2003 he married Lisbeth Henning, an accomplished historic preservationist in her own right, and they spent the next 12 years traveling frequently and enjoying many champagne toasts. In his recent obituary, published in the Whidbey News-Times, she wrote "He was a happy man who truly lived life to the fullest, did not wait until retirement to realize his dreams and never let a minute of vacation leave go to waste." A wise recommendation for us all. He will be missed by so many in the communities he served, and throughout the profession. ■



ONLINE DESIGN GUIDELINES COLLECTION

VISIT <https://napcommissions.org/online-design-guidelines/>

Don't see your district's guidelines?

Send the link to director@napcommissions.org

education + advocacy + training

STAFF PROFILE



Katrina Ringler,
Preservation Office Supervisor
Kansas State Historical Society,
Topeka

Tell us about your agency.

A committee of the Kansas Editors' and Publishers' Association formed the Kansas Historical Society in 1875 to collect newspapers and manuscripts on the territorial period of Kansas (pre-1861). Today, the Kansas State Historical Society is a state agency housing the Kansas Museum of History and the State Archives. The Cultural Resources Division includes the State Archeology Office, the State Historic Preservation Office, and the State Historic Sites Office (to oversee historic properties owned and managed by the state). I am the supervisor of the Historic Preservation Office as well as the state Certified Local Governments (CLG) coordinator and Grants Manager (for both our federal Historic Preservation Funds grants and a state grant program that we administer). While KSHS is a state agency, we do partner with a non-profit foundation called the Kansas Historical Foundation. We also work closely with the Kansas Preservation Alliance, the statewide preservation advocacy and non-profit organization. They present an annual conference and highlight success stories through an annual awards program.

How did you first get into the field?

I grew up in the Ozarks of southwest Missouri and during high school I knew that I wanted to do something with history, my favorite subject. I just wasn't sure what I could do other than teaching. I received a brochure from the Historic Preservation program at Southeast Missouri State University in Cape Girardeau and it opened my eyes to all the possibilities available. I graduated from SEMO in 1998 with a Bachelor of Science degree in Historic Preservation. Being still a little unsure of what I

wanted to do, I started taking graduate level classes at SEMO before moving to the University of Alabama at Birmingham to complete my M.A. in History in 2000. I was looking for employment opportunities that would bring me closer to my family in Missouri when I spotted an opening at KSHS in early 2001. Kansas had just enacted a new state rehabilitation tax credit program and the Kansas SHPO was looking for a tax credit reviewer. I applied for the job and even though my experience with tax credits was limited, I started work in August 2001. I worked with both the state and federal tax credit programs exclusively until taking over as Grants Manager and CLG Coordinator in 2008.

Give us some background on CLG activity in the state.

Kansas has 17 wonderful CLGs! Two are county-wide CLGs, which is a great way to get preservation information to some of our rural communities. The rest are mid-sized to larger cities and their activities cover a wide range. Some are focused on survey work and educating residents about preserving their community's heritage; others are busy with design review. Kansas has a unique state preservation law that requires SHPO review of any project undertaken by the state or any subdivision of the state. This includes permits issued by cities and counties where the work will impact a state or National Register-listed property. We have agreements with 11 CLGs to conduct those state law design reviews at the local level through their preservation commissions. Most of the CLGs are doing a lot of work to review cases under both state law and their local preservation ordinances and working to educate their community members about the benefits of preservation in between.

What are some notable successes of your program recently?

One of the biggest successes comes from a CLG that is literally near and dear to my heart, the City of Topeka. Being a state agency, our offices are in the capital city and it has been my home for over 14 years. The city has been a CLG since 2003, but there had been a hesitancy to designate any commercial buildings in the city as local, state, or National Register properties. In recent years, however, city staff and the Topeka Landmarks Commission have made a concerted effort to dispel myths and answer questions about listing. Using an HPF grant a city-wide preservation plan was developed, and that work plus renewed interest in revitalizing downtown has resulted in a new downtown National Register historic district. The city is currently using HPF grant monies to develop design guidelines for downtown and conduct surveys of various neighborhoods across the city. It has been a major shift for the better in how preservation is perceived.

I am also very proud of Kansas CLGs for adapting to some changes we have had to implement in recent years due to staffing reductions. I once had the time to visit each of the CLGs at least once per year to provide in-person training and direct guidance to preservation commissions and their staff. But in 2014 we determined that increasing workloads would not allow that to continue. Having learned so much from NAPC FORUMS in the past, I proposed the idea of a single annual training for all CLG staff and commissioners where participants could hear from each other. The first annual CLG training was held in conjunction with the statewide preservation conference and was very successful. Attendees could meet their counterparts from other communities and discuss what was and was not working for them.

In August 2015, the SHPO hosted a one day CAMP that served as this year's annual training. We had 70 people register, representing 16 of our 17 CLGs. Most of the participants had never attended NAPC-sponsored trainings and conferences before. The day was packed with information as trainers Friederike Mittner, Wade Broadhead, and Adam Thomas covered everything from legal issues to incentives and how to meet the Secretary of the Interior's Standards. We discussed ways to garner public support for preservation and how local commissions can assist with planning in their communities. We even had time for a design review exercise at the end of the day to bring everything home.

What are the biggest challenges currently facing your program?

One of the biggest challenges for me in recent years has been helping the CLGs add more properties to their local landmark lists. The Kansas state preservation law has been the primary "protection" for historic properties in Kansas since 1977 along with the National Historic Preservation Act and Section 106. Once the state rehabilitation tax credit was offered in 2001, we saw an exponential increase in the number of individual properties and historic districts seeking nomination to the state and National Register of Historic Places. Those property owners, for the most part, accept the review requirements of the state law as a balance for the opportunity of tax credits and grant funds. It's a "carrot and stick" approach that has worked well. But local preservation ordinances provide protections for historic resources beyond what the state law can provide. My concern is that a single legislative action could wipe away the state protection for the majority of historic resources in the state leaving them vulnerable with no local designation as back up. With few incentives for local designation, property owners have little reason to choose local landmark status. It has been tough for local preservation advocates to tout the benefits of local listing.

How is your program equipped to deal with these challenges?

We are encouraging Kansas CLGs to reach out to their counterparts in neighboring states, attend NAPC FORUM and other preservation conferences nationwide, and participate in online discussions with others in the field to get creative with ways to incentivize local landmark designations. Got any ideas? Send them my way!

Have there been recent changes to funding/staffing with your program?

Not directly, but state government overall has been hit hard in recent years with budget reductions. We are definitely working with fewer staff than we had several years ago. Cross training staff members so that everyone knows a little bit about all of the programs (i.e. Section 106, state law, National Register, tax incentives, CLGs, grants) helps fill the gaps. The Kansas SHPO has a combined staff of 8 people including administrative staff so it is relatively easy to communicate amongst ourselves about projects that overlap between programs.

Are there innovative or unique features about your program, or innovative local programs?

The Kansas state rehabilitation tax credit is unique in that it provides a state income tax credit equal to 25% of eligible expenses for most property owner and a credit equal to 30% for 501c3 organizations. The unusual aspect of the program is that the state credit is transferable to anyone, even if they have no connection to the project. This means even historic properties owned by non-profits, local governments, and schools can utilize the credits to help offset rehabilitation costs. Locally, Newton/North Newton, just north of Wichita, has a strong local preservation program. They have adopted design guidelines for their downtown National Register Historic Districts, the city has hired a staffer exclusively for the program who is systematically surveying and resurveying neighborhoods, and they are investigating ways to create a mini-grant program to benefit property owners in their commercial and residential historic districts. This January, they are hosting a preservation incentives workshop to help educate owners of historic properties and the general public about the benefits of preservation.

Anything else you'd like to tell our readers?

I encourage everyone to keep sharing their experiences and questions. I've found NAPC to be extremely helpful in that way. Hearing what does and does not work for others is incredibly valuable. Just having colleagues from different backgrounds and in different settings sharing their experiences is so constructive. Share what you know and ask questions when you don't. You are part of a wide community and you don't have to come up with all the answers on your own. ■

NAPC-L Users' Top Preservation Resource Links

The NAPC online discussion group, NAPC-L, is a place to share ideas, ask questions, and learn first-hand what others are up to in the industry. Those who utilize it have some helpful online resources to share. They've connected us to everything from newsletters and guidelines to flow charts showing the approval process for certificates of appropriateness. The following are some of the more easily accessible online sites from 2015.

HISTORIC RESOURCE NEWSLETTER AND BLOGS

Several of our readers pointed out some good examples of newsletters by local and state agencies; you can sign up for several of them.

Melita Juresa-McDonald shared the **City of Los Angeles's Office of Historic Resources quarterly newsletter**: http://preservation.lacity.org/sites/default/files/October_2015_Newsletter.pdf

Kim Gant shared **Washington's state blog**: <http://www.dahp.wa.gov/blog/>

Laurie Mitchell shared **North Carolina's monthly e-newsletter for commissions and CLGs**: <http://www.hpo.ncdcr.gov/commhome.htm#Newsletter>.

FACEBOOK GROUP FOR PRESERVATION PROFESSIONALS

Adrienne Burke, Community Development Director in **Fernandina Beach, Florida**, has started a **Facebook group for HP professionals**. It's a space to share items of interest to historic preservation professionals: events, job postings, research, photos, videos, etc. She encourages members to add others who work or have worked in the field, are emerging professionals, and even students looking to jump in. <https://www.facebook.com/groups/PreservationProfessionals/>

HELP THE NATIONAL PARK SERVICE CELEBRATE 50 YEARS OF THE NHPA

Our colleague, Megan Brown, reminded us that the National Park Service is celebrating the 50th anniversary of the **National Historic**

Preservation Act and the Centennial of the Park Service with a social media campaign highlighting the great preservation work that has taken place in all 50 states for the last 50 years. From November 2015 to November 2016, NPS Cultural Resources will share preservation success stories from across the nation focusing on a state or territory each week. Using the hashtag #50for50 in conjunction with #Preservation50 we can tie together all the good work that the NHPA has inspired and accomplished through partnerships in 50 states over the last 50 years. The website has detailed information including a calendar for postings by location. <http://www.nps.gov/subjects/historicpreservation/50for50.htm>

HISTORIC DISTRICT AND NEIGHBORHOOD INCENTIVES

Several communities offer a variety of incentives for rehabilitation of locally designated landmarks or properties in historic districts, as well as programs intended to improve neighborhood streetscapes and parks, or for special projects.

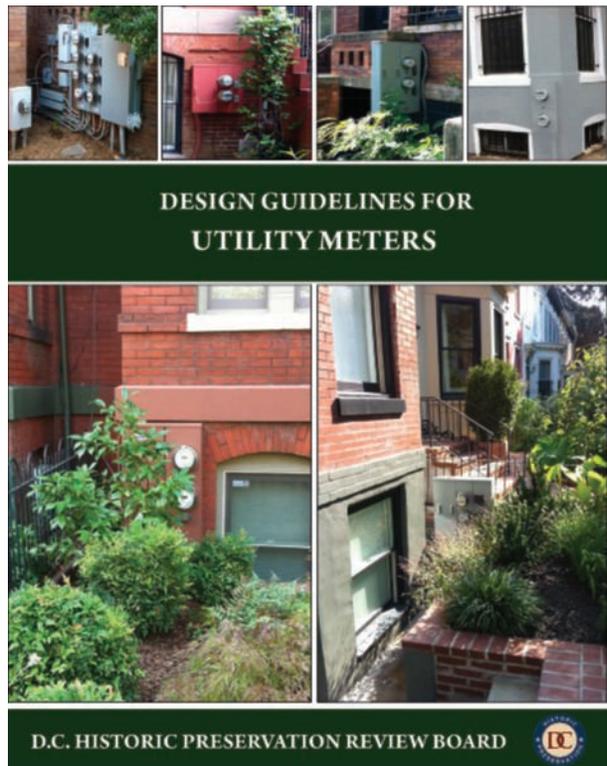
Jackie Connor recommends this zoning incentive from **Louisville, Colorado**: <http://louisvilleco.gov/home/showdocument?id=786>

Dan Miller recommends **Seattle's Neighborhood Matching Program** for issues such as signage, newsletters, tree planting, block parties, pocket parks and landscaping on public rights of way: <http://www.seattle.gov/neighborhoods/neighborhood-matching-fund>

Matt Halitsky in **Boise, Idaho**, recommends their neighborhood reinvestment program. Past projects have included public art, walking paths, firewise readiness programming, and community gardens. <http://pds.cityofboise.org/planning/comp/neighborhood/neighborhood-reinvestment/>

DESIGN GUIDELINES FOR UTILITY METERS

Bruce Yarnall told us that the **District of Columbia Historic Preservation Review Board** adopted design guidelines for utility meters in



District of Columbia Historic Preservation Review Board adopted design guidelines for utility meters in 2012.

2012. While their primary issue is with electric meter boxes, the guide also addresses gas meter placement. The document is posted on their website at: <http://planning.dc.gov/node/594322>

HISTORIC PRESERVATION IN LOCAL COMPREHENSIVE PLANS

John Smoley recommends **Minneapolis' heritage preservation chapter**, within the context of its remaining comprehensive plan chapters (click on chapter 8 to get to the heritage preservation chapter): http://www.ci.minneapolis.mn.us/cped/planning/cped_comp_plan_update_draft_plan

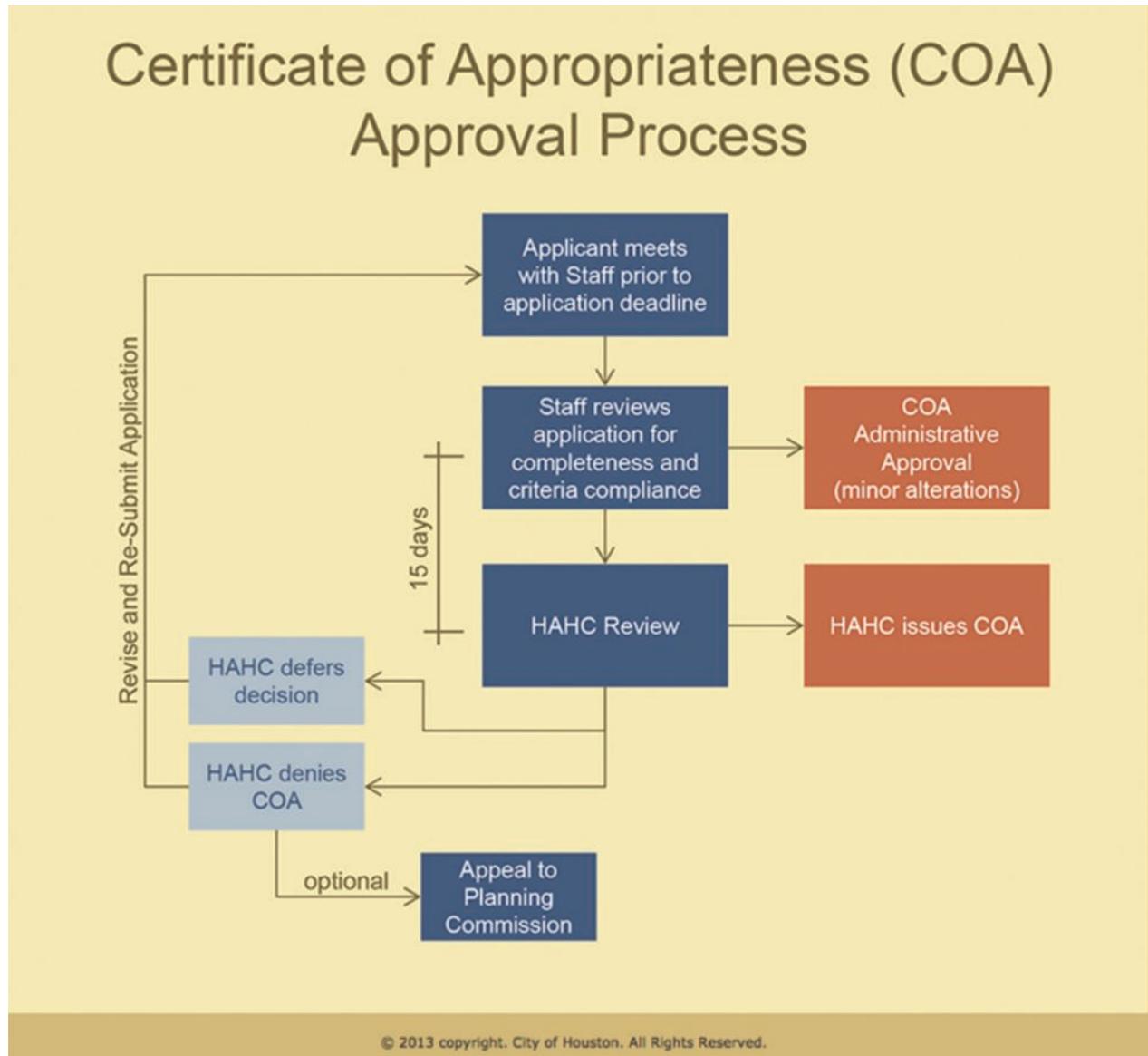
He also recommends **California's Office of Historic Preservation** for numerous samples posted, and he particularly likes the goal/policy/action item format, which creates clear links between city and comprehensive/general plan goals, heritage preservation policies, and, most importantly, the positive preservation actions that the community is committing itself to through the creation of the plan. http://ohp.parks.ca.gov/?page_id=25898

VISUAL REPRESENTATION OF THE DESIGN REVIEW PROCESS FOR LOCAL COMMISSIONS

It's always extremely helpful for property or business owners and their contractors to understand the process for obtaining a certificate of appropriateness, and how long the process might take. A few good examples from around the country are shown on this page and next.

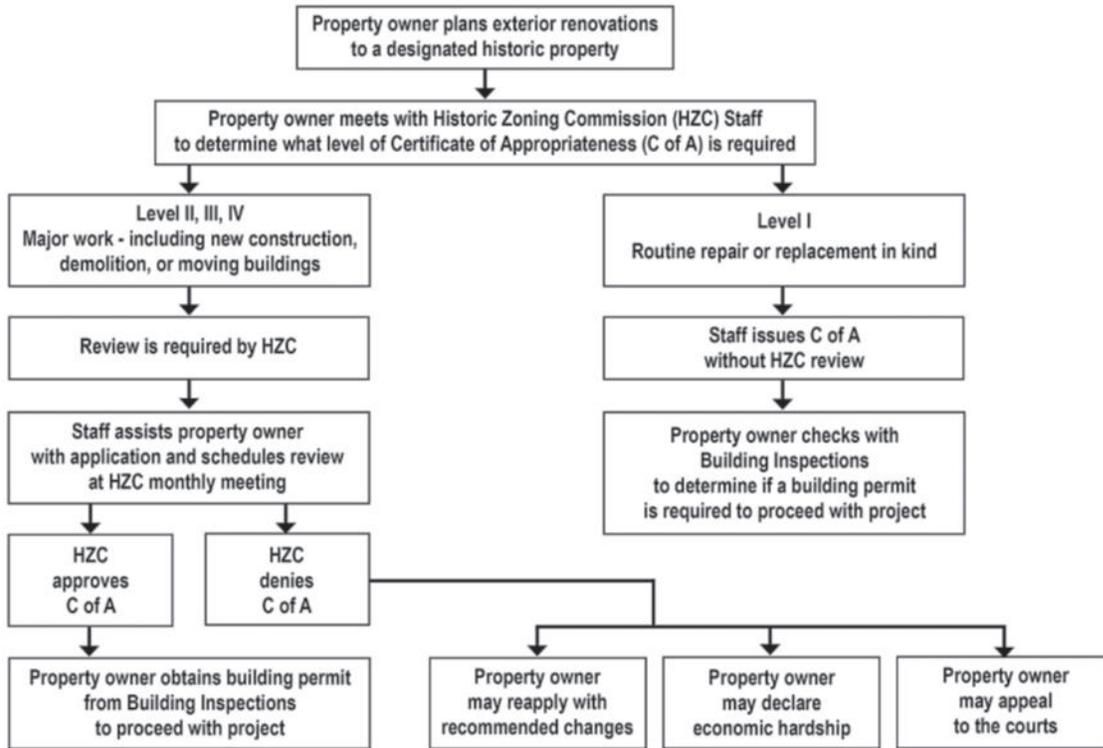
APPROPRIATE RENOVATIONS/REHABILITATIONS

In response to developing a catalog of inappropriate renovations and rehabs, NAPC has started a Flickr group page to share all of your great examples. Go to <https://www.flickr.com/groups/2784612@N20/> to sign-in and share.



Houston's example posted by Steph McDougal

Knoxville Knox County Historic Zoning Commission CERTIFICATE OF APPROPRIATENESS PROCESS

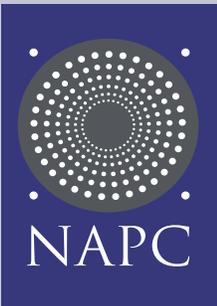


Knoxville's example posted by Kaye Graybeal

PRESERVATION-BY-TOPIC INDEX

The Technical Preservation Services (TPS) division of the National Park Service has re-established a web-based version of its printed index. The index is a finding aid for online and printed TPS information that has been developed on the subjects of historic preservation, cultural landscapes, and the rehabilitation of historic buildings. The index is arranged

alphabetically, with topics cross-referenced, and the new electronic format allows the index to be linked directly to the specific documents and guidance, making finding that information even easier. It is reached from the "How to Preserve" tab on the TPS website, or directly at: <http://www.nps.gov/tps/how-to-preserve/by-topic.htm> ■



Join NAPC-L

NAPC-L is the only national listserv for local preservation commissions.

NAPC-L gives you access to local commission members, staff and others across the United States.

For more information on membership and the NAPC-L, email director@napcommissions.org.



FORUM 2016 | Mobile, AL | July 27-31, 2016

The National Alliance of Preservation Commissions (NAPC) is pleased to offer scholarship support to qualified students of undergraduate and graduate-level preservation programs to attend and participate in FORUM 2016 in Mobile, AL July 27-31, 2016.

FORUM is the only national conference focused around the needs and issues of preservation commissions and commission staff. The interactive conference blends traditional educational sessions, discussion panels, mobile workshops and tours, providing participants with essential training and networking opportunities. FORUM is held every other year in interesting destination cities and brings local commission members from across the country together with representatives from local, state and national organizations, governments and federal agencies. It is supported by the National Conference of State Historic Preservation Officers, the National Trust for Historic Preservation, Preservation Action and the National Park Service.

NAPC is committed to investing a portion of its resources to introduce students of preservation programs to the NAPC through financial support and attendance at its programs and events.

To learn more about FORUM 2016, please visit our website at <http://bit.ly/20qJdb5>

NAPC's scholarships provide:

- Registration to FORUM
- Reimbursement for qualified travel and lodging expenses (up to \$400)
- Individual Membership for one year to the NAPC (\$20 for students) which includes:
 - The Alliance Review, our quarterly newsletter filled with timely articles on best practices and informative case studies in preservation
 - Access to NAPC-L, our organization's member Listserv
 - Technical seminars, special events, meetings, and workshops held in conjunction with the National Trust's annual National reservation Conference
 - Access to a resource library of technical information related to historic preservation commissions
 - A voice for preservation in Washington, DC with our national partners: National Park Service (NPS), National Trust for Historic Preservation (NTHP), Preservation Action (PA), the Advisory Council for Historic Preservation (ACHP), and the National Conference of State Historic Preservation Officers (NCSHPO)

Recipients will be asked to volunteer a minimum of four (4) hours at the conference. The NAPC, with its all-volunteer Board of Directors finds that volunteering with the organization provides a unique and valuable opportunity to engage with membership and to learn more about the NAPC. Volunteer activities may include assisting registration, acting as a liaison or facilitating tours.

To qualify for consideration of a NAPC scholarship award, please submit your application by March 15, 2016, with notification from NAPC of the recipients on April 15, 2016.

Details for applying follow. All applications are to be sent electronically to

patriciab@arkansasheritage.org

HEADS UP

Provided in partnership with Preservation Action
<http://www.preservationaction.org/>

President Obama Signs Omnibus Spending Bill- Mixed Bag for Historic Preservation

Before the holidays, President Obama signed the Omnibus Spending Bill, titled the Consolidated Appropriations Act of 2015, into law; averting a government shutdown. This bill includes spending levels for all 12 appropriations bills. The agreement includes \$2.3 billion for the National Park Service (NPS), an increase of \$236 million over FY15 enacted levels (\$135 million of which is for the Centennial Initiative). While less than the President's request, the bill makes a significant investment as the NPS prepares for their 100th anniversary.

For historic preservation programs there was good news and bad news. Overall the bill funds the Historic Preservation Fund at \$65.41 million, an increase of \$9 million over FY15 enacted levels. The total breakdown for State and Tribal Historic Preservation Offices is below.

\$46.925 million for SHPOs (equal to FY15 enacted levels and the President's request)

\$9.985 million for THPOs (\$1 million above FY15 enacted levels and equal to the President's request)

\$8 million in grants to preserve the sites and stories of the Civil Rights Movement (Not included in FY15 levels, and

\$22 million less than the President's request)

\$500,000 in grants for underrepresented communities (equal to FY15 enacted levels and the President's request)

The bill also restored funding for the Heritage Partnership Program, funding the program at \$19.821 million for FY16. The President's request called for \$9.92 million for the National Heritage Area program, roughly half of FY15 enacted levels. Overall, given it was another tough budget year, historic preservation fared well.

Now for the bad news. As you probably know the bill did not include the reauthorization of the Historic Preservation Fund (HPF), which expired on September 30th. Preservation Action along with our partners will be kicking off the new year hard at work lobbying legislators to pass the bi-partisan H.R. 2817 (which provides a 10 year renewal of the HPF) and/or make sure HPF renewal is part of any energy reform bill. Legislators also need to continue to hear from you!

For details go to <http://www.preservationaction.org/action-alert-reauthorize-hpf/>

Legislation Introduced to Create First National Park Site Dedicated to LGBT History

Senators Kristen Gillibrand (D-NY) and Charles Schumer (D-NY) in the Senate and Rep. Jerrold Nadler (D-NY) in the House, have introduced legislation to establish the Stonewall Inn in New York a unit of the National Park Service. The Stonewall National Historic Site Establishment Act, would establish the area around the Stonewall Inn in Greenwich Village, New York, a National Historic Site. The area is often considered the birthplace of the modern LGBT equal rights movement, and was the site of Stonewall Rebellion in 1969. If signed into law, the site would become the first unit of the National Park Service dedicated to LGBT history.

To learn more about the Stonewall site and to sign a petition urging President Obama to use his powers under the Antiquities Act to establish the Stonewall Inn as a National Historic Site, check out the following link: <https://www.change.org/p/president-obama-create-a-national-park-for-stonewall>

Proposed Legislation in Wisconsin Would Severely Threaten Historic Preservation

Proposed legislation introduced in the Wisconsin Statehouse by two Republican lawmakers could have devastating impact on historic preservation. The bill would prohibit municipalities from designating properties as historic landmarks without the owner's consent and would ban municipalities from requiring or prohibiting actions by owners on the basis of historic preservation, without the owners consent. Preservationists argue that this could lead to privately owned historic landmarks being irreversibly altered or demolished without any kind of public process or public input.

The proposed legislation, AB 568, is part of larger package of bills aimed at expanding property rights. While protecting individual property rights is important, the proposed legislation would restrict municipalities from engaging in any kind of successful historic preservation program. Current statutes already allow for property owners to appeal landmark designations and allow for public input. The Milwaukee Preservation Alliance is spearheading the efforts against the the bill and are urging Wisconsinites to contact their state representatives, and ask them to oppose the language in AB 568 that prevents communities from protecting their heritage. Check out the following link for more information: <http://bit.ly/1lazGBv>

FORUM 2016

Mobile, Alabama

Hip. Happening. Historic. Preservation@50

JULY 27-31, 2016

For more information on becoming a sponsor of FORUM 2016 contact
NAPC at director@napcommissions.org or 757-802-4141.

www.napcommissions.org

208 E. Plume Street | Suite 327 | Norfolk, VA 23510 | director@napcommissions.org

Planning Partners



Sponsors



Sponsorship Levels and Benefits

\$10,000 Presenting Sponsor

- Full-page ad in six issues of *The Alliance Review* and in the FORUM 2016 conference program
- Listing with logo and link on FORUM 2016 website and in all e-publicity and printed materials
- Recognition in media advisory prior to event
- Recognition with logo on signage and display space in the registration area
- Promotional materials in conference packets
- Tickets for six people to Opening Reception
- Complimentary registration OR sponsored scholarships for six

\$5,000 Sponsor

- 1/2 page ad in three issues of *The Alliance Review* and in the FORUM 2016 conference program
- Listing with logo and link on FORUM 2016 website and in all e-publicity and printed materials
- Recognition on signage and display space in the registration area
- Promotional materials in conference packets
- Tickets for four people to Opening Reception
- One event/recognition opportunity (options listed below)
- Complimentary registration OR sponsored scholarships for four

\$2,500 Sponsor

- 1/4 ad in three issues of *The Alliance Review* and in the FORUM 2016 conference program
- Listing with logo and link on FORUM 2016 website and in all e-publicity and printed materials
- Recognition on signage in registration area
- Promotional materials in conference packets
- Tickets for three people to Opening Reception
- Complimentary registration OR sponsored scholarships for three

\$1,000 Sponsor

- Business-card advertisement in an issue of *The Alliance Review* and in the FORUM 2016 conference program
- Listing with logo and link on FORUM 2016 website and in all e-publicity and printed materials
- Recognition on signage in registration area
- Promotional materials in conference packets
- Tickets for two people to Opening Reception
- Complimentary registration OR sponsored scholarship for two

\$500 Sponsor

- Business-card ad in an issue of *The Alliance Review* and in the FORUM 2016 conference program
- Listing with logo and link on FORUM 2016 website and in all e-publicity and printed materials
- Recognition on signage in registration area
- Promotional materials in conference packets
- Ticket for one person to Opening Reception
- Complimentary registration OR sponsored scholarship for one

Welcoming Reception

An opening night gathering for attendees and first glimpse at festive Mobile, AL.

—or—

Hip. Happening. Historic. Party

The signature gathering for FORUM attendees to celebrate in Mobile, AL.

\$10,000 Sponsor

- Signage at event
- Opportunity to offer welcome remarks at reception
- Four guest tickets to reception
- Four complimentary conference registrations or sponsored scholarships
- Full page ad in final program
- Full page ad in three issues of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

—or—

\$5,000 Sponsor

- Signage at event
- Three guest tickets to reception
- Three complimentary conference registrations or sponsored scholarships
- 1/2 page ad in final program
- 1/2 page ad in three issues of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

FORUM Awards Event

\$2,500 Sponsor

- Signage at event
- Listing in awards program
- Three guest tickets to reception
- Three complimentary conference registrations or sponsored scholarships
- 1/2 page ad in final program
- 1/2 page ad in three issues of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

Sustainability Luncheon Sponsor – Exclusive

\$2,500 Sponsor

- Signage at event
- Eight tickets to luncheon
- Two complimentary conference registrations or sponsored scholarships
- 1/2 page ad in final program
- 1/2 page ad in an issue of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

Advertising and Program Opportunities

Conference Tote Bag – Exclusive

\$2,500 Sponsor

- Logo on FORUM 2016 tote bag OR use of sponsor-provided tote bag
- Two complimentary conference registrations or sponsored scholarships
- 1/4 page ad in final program
- 1/4 page ad in an issue of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

\$750

- Back cover full-page ad in final program
- Listing on FORUM website with link

—or—

- Back cover inside full-page ad in final program
- Listing on FORUM website with link

\$250

- 1/4 page ad in final program
- Listing on FORUM website with link

Lanyard Sponsor – Exclusive

\$1,000 Sponsor

- Logo on FORUM 2016 lanyard/badge
- One complimentary conference registration or sponsored scholarship
- 1/8 page ad in final program
- 1/8 page ad in three issues of *The Alliance Review*
- Logo & link on conference website
- Logo on registration area signage

\$500

- Full-page ad in final program
- Listing on FORUM website with link

\$150

- 1/4 page ad in final program
- Listing on FORUM website with link

\$100

- Business card ad in final program
- Listing on FORUM website with link

VIRGINIA***Virginia Department of Historic Resources to Partner with Northern Neck, Tidewater & Eastern Shore Localities to Conduct Surveys of Historic Resources***

The Virginia Department of Historic Resources has awarded funding for nine projects that will survey historic architectural or archaeological resources in seven counties and three towns in the Tidewater and Eastern Shore that were impacted by Hurricane Sandy in 2012. The pass-through project funds derive from a \$1.5 million Hurricane Sandy Disaster Relief Assistance Grant for Historic Properties that the National Park Service awarded in 2014 to the Commonwealth of Virginia by way of the Department of Historic Resources (DHR). The grant allows DHR and jurisdictions to fund projects that support disaster planning by increasing knowledge about storm-related damages to known historic properties, districts, and archeological sites, and further plans to make them better able to rebound from adverse impacts arising from future storms and sea surges or events related to climate change. The jurisdictions receiving the project awards—specifically the counties of Accomack, Lancaster, Mathews, Middlesex, Northampton, Northumberland, and Westmoreland — are among a list of Virginia counties the Federal Emergency Management Agency (FEMA) identified as eligible for the federal relief funds in the aftermath of the massive 2012 hurricane. Virginia was one of 12 eastern states in addition to Washington, D.C., where Hurricane Sandy left a path of damage and destruction in late October of 2012. To read more about the nine funded projects: <http://1.usa.gov/1ZxJhW6>

MARYLAND***Rosenwald Schools: A Great Partnership for Education***

The Rosenwald School building program played a prominent and pivotal role in the education of African Americans in the early 20th century.

A result of a partnership between Booker T. Washington of Tuskegee Institute and Julius Rosenwald, President of Sears, Roebuck and Company, the Rosenwald Fund providing matching grants for more than 5,000 schools, shops and teacher's residences built in 15 southern states, between 1917 and 1931. The schools became obsolete in 1954 with the U.S. Supreme Court ruling that outlawed segregation in public education. Many of the schools we abandoned or demolished and their invaluable contributions forgotten.

Despite their critical role in the education of a large portion of the southern populations, Rosenwald Schools are a largely unfamiliar component of the educational history of the United state. As a consequence the National Trust for Historic preservation named Rosenwald Schools to its 2002 list of Most Endangered sites. More recently, Rosenwald Schools were designated as one of the first of the Trust's National Treasures continuing their commitment to their preservation.

Rosenwald Schools in Maryland

Of the more than 5,000 Rosenwald program buildings constructed, 156 of the school and ancillary structure were built in Maryland — and 53 of those structures remain.

This excerpt is from the Preservation Maryland blog: Read more about the Rosenwald Schools and Preservation Maryland's Six-to-Fix program: <http://preservationmaryland.org/rosenwald-schools/>

Call for Nominations



Has there been an exemplary preservation project in your community that your fellow preservationists need to know about? NAPC is now accepting applications for our 2016 Commission Excellence Awards to recognize and honor outstanding efforts and achievements by local historic preservation commissions and boards of architectural review. Award categories include Best Practices — identification and protection of historic resources, public outreach, and technology — and Commission of the Year.

Recognition as part of the Commission Excellence Awards is an effective way to build public support for preservation in your community. Past award recipients have included collaborative video projects, free tax credit workshops, house fairs, and innovation in design guidelines and historic resource surveys. Nominations are encouraged from small and large communities alike.

The awards ceremony will be held at FORUM 2016 in Mobile, AL July 27-31. Award recipients will receive one complimentary registration to FORUM 2016, a mounted award certificate, and will be featured in the NAPC newsletter, *The Alliance Review*.

Deadline for applications is March 15, 2016.

To download an application form and for more information please visit our website at:

<http://bit.ly/20qJdb5>

Please contact NAPC at director@napcommissions.org
or 757-802-4141.

The Alliance Review
 National Alliance of Preservation Commissions
 208 E. Plume Street, Suite 327
 Norfolk, VA 23510

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You can also join online at <http://napcommissions.org/join>

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City State Zip

Phone/Fax E-mail

How did you hear about NAPC?

Become part of the national network of local preservation, historic district, and landmark commissions and boards of architectural review. Organized to help local preservation programs succeed through education, advocacy, and training, the National Alliance of Preservation Commissions is the only national nonprofit organization dedicated to local preservation commissions and their work. NAPC is a source of information and support for local commissions and serves as a unifying body giving them a national voice. As a member of NAPC, you will benefit from the experience and ideas of communities throughout the United States working to protect historic districts and landmarks through local legislation, education, and advocacy.

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- Hard copy | in the mail

MEMBERSHIP CATEGORIES

- \$20.00**
 - Student
- \$35.00**
 - Individual Membership
- \$50.00**
 - Commissions: Municipal/county population less than 5,000*
 - Local nonprofit organizations
- \$100**
 - Commissions: Municipal/county population of 5,000 to 50,000*
 - Regional or statewide nonprofit organizations
- \$150**
 - Commissions: Municipal/county population greater than 50,000*
 - State Historic Preservation Offices
 - Federal Agencies
 - National nonprofit organizations

PROFESSIONAL NETWORK

\$150 PROFESSIONAL NETWORK

- Consultants /Consulting Firms
- Businesses/Companies
- Other Professional Services

In addition to receiving all NAPC membership benefits, Professional members are listed in the NAPC Professional Network Directory at <http://napcommissions.org/directory>.

** Membership includes all commission members and staff. Please provide complete list of members with names, phone numbers and email address for additional digital copies. (Each commission membership receives one print copy with unlimited additional digital copies.)*

PREMIUM MEMBERSHIP

Half of all premium membership dues support NAPC's student internship and Forum scholarship programs

- \$250 CHAIRS CIRCLE**
- \$500 FOUNDERS CIRCLE**

Please return this form with payment to NAPC: 208 E. Plume St., Ste. 327, Norfolk VA, 23510 or Fax to 757-923-0076