PLANNING SUCCESSFUL TAX CREDIT REHABILITATIONS

Application and Application Process



Nicholas Vann

Washington State Dept. of Archaeology and Historic Preservation (SHPO)

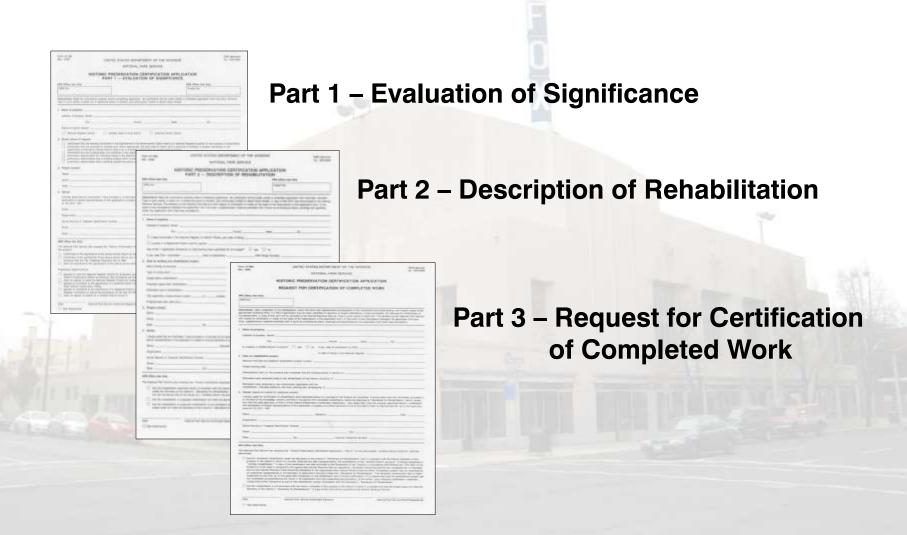




new SIEER photos courtesy McKinstry © 2011 Dean Davis

BECOMING A CERTIFIED PROJECT

Complete a 3-part application



PART 1:

Statement of Significance

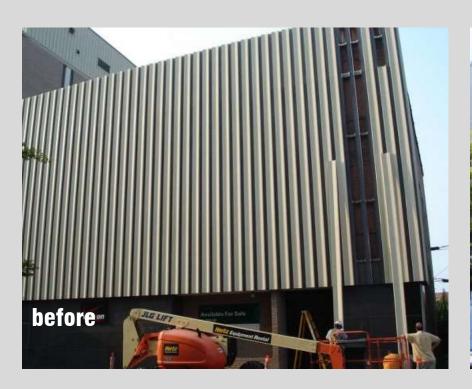
Owner requests determination by NPS that a property contains a "CERTIFIED HISTORIC STRUCTURE"

- Contributes to the significance of a National Register or certified local historic district
- Listed individually in the National Register (If only one building exists on property, then Part 1 is omitted.)
- Preliminary determination of eligibility



PART 1:

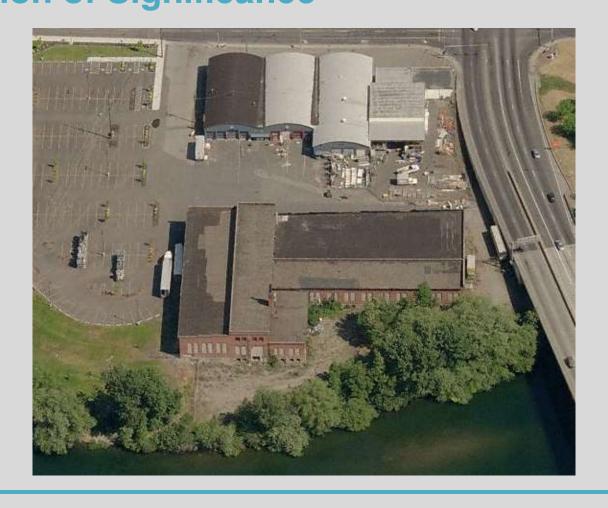
Evaluation of Significance





Non-historic coverings must be removed

PART 1: Evaluation of Significance



Properties with multiple, functionally related buildings are considered a single property for review purposes

PART 1:

Evaluation of Significance



A historic property can receive only one certification; portions of buildings – such as condos – cannot be certified

PART 1: Submission

Applicant must submit:

- Description of physical appearance
- Statement of significance
- Photographs of property (exterior & interior)
- Historic district map and site plan

SAMPLE	HISTORIC PRESERVATION CERTIFICATION APPLICATION –				
Property Name	PART 1		NPS Office Use Only		
206 Old Farm Road, City, State	100		Project Number:		
Property Address					
batten siding has been repla weathered and rusted. The level. Many of the window of	foundation is limestone a penings in the foundation	nd there is a co h have been fille	oncrete floor at the lowest		
are door openings on the no		. Thure is an e			
are door openings on the no with a metal roof on the west	t side of the barn.				
are door openings on the no	t side of the barn. Source of Date:		attached concrete stave slio		
are door openings on the no with a metal roof on the west Date of Construction: 1909	t side of the barn. Source of Date: 72, 1981		attached concrete stave slio		

Example of a Part 1 application

PART 2: Description of Rehabilitation

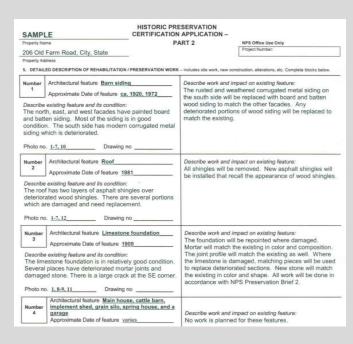
- Pre-rehabilitation CONDITION of property is described on a featureby-feature basis; corresponding proposed work on these features is described
- EXTERIOR AND INTERIOR PHOTOGRAPHS documenting ALL areas of property – even where no work is planned – are included (for interiors, overall views of spaces are essential)
- Floor plans and elevation DRAWINGS that reflect the existing condition and proposed work are important components
- Proposed work is evaluated against the Secretary of the Interior's STANDARDS for Rehabilitation

PART 2: Form Sample

SAMPLE		HISTORIC PRESERVATION CERTIFICATION APPLICATION -			
Property Name 206 Old Farm Road, City, State Property Address		PART 2		NPS Office Use Only	
				Project Number:	
5. DETAIL	ED DESCRIPTION OF REHABILITATION /	PRESERVATION WORK	- includes site work, new co	nstruction, alterations, etc. Complete blocks below.	
Number 1	Architectural feature Barn siding Approximate Date of feature ca.		Describe work and impact on existing feature: The rusted and weathered corrugated metal siding of the south side will be replaced with board and batten		
Describe existing feature and its condition: The north, east, and west facades have painted board and batten siding. Most of the siding is in good condition. The south side has modern corrugated met siding which is deteriorated. Photo no. 1-7, 10 Drawing no		in good corrugated metal	wood siding to match the other facades. Any deteriorated portions of wood siding will be replaced to match the existing.		
Number 2	Architectural feature Roof Approximate Date of feature 198	1	Describe work and impact on existing feature: All shingles will be removed. New asphalt shingles will be installed that recall the appearance of wood shingles		
Describe existing feature and its condition: The roof has two layers of asphalt shingles over deteriorated wood shingles. There are several portions which are damaged and need replacement.					
Photo no	. 1-7, 12 Drawing no				
Number 3	Architectural feature <u>Limestone</u> Approximate Date of feature <u>190</u>		Describe work and impact on existing feature: The foundation will be repointed where damaged. Mortar will match the existing in color and composition		
The lime Several damage	e existing feature and its condition: estone foundation is in relatively places have deteriorated mortaled stone. There is a large crack of 1,8-9,11 Drawing n	y good condition, ar joints and at the SE corner.	The joint profile wi the limestone is da to replace deterior the existing in colo	Il match the existing as well. Where amaged, matching pieces will be used ated sections. New stone will match or and shape. All work will be done in IPS Preservation Brief 2.	
Number 4	Architectural feature Main hous implement shed, grain silo, spr garage Approximate Date of feature var	ring house, and a	Describe work and impact on existing feature: No work is planned for these features.		

PART 2:

Minimum Recommended Descriptions



- Site work
- Exterior façades (single item for simple projects, each façade for complex projects)
- Exterior openings
- Each floor interior (typical floors can be single item)
- Building systems
 - Plumbing
 - HVAC
 - Electrical

Special rehabilitation concerns:

- Storefront alterations
- New HVAC systems
- New windows
- Interior partitions, trim and finishes
- Exterior masonry cleaning

- Exterior masonry repair
- New additions and new construction

PART 2:Describe Existing FEATURE and its CONDITION

SAMPI	LE	HISTORIC PRE CERTIFICATION			
Property Name 206 Old Farm Road, City, State		PA	RT 2	NPS Office Use Only Project Number:	
Property Ad					
. DETAIL	ED DESCRIPTION OF REHABILITATION	/ PRESERVATION WORK	- Includes site work, new cor	nstruction, alterations, etc. Complete blocks below.	
Number 1	Architectural feature Barn sidir Approximate Date of feature ca		Describe work and impact on existing feature: The rusted and weathered corrugated metal siding on		
				be replaced with board and batten	
The nor and batt condition	existing feature and its condition, th, east, and west facades have en siding. Most of the siding in. The south side has modern hich is deteriorated.	re painted board s in good		ich the other facades. Any ns of wood siding will be replaced to	
Photo no	. <u>1-7, 10</u> Drawing	no			
Number	Architectural feature Roof		Describe work and impact on existing feature:		
2	Approximate Date of feature 19	81		all shingles will be removed. New asphalt shingles will be installed that recall the appearance of wood shingles	
The roo deterior which a	existing feature and its condition f has two layers of asphalt shirated wood shingles. There are re damaged and need replace	ngles over e several portions ment.		•	
Photo no	p. <u>1-7, 12</u> Drawing	no			
Number 3	Architectural feature Limeston		Describe work and impact on existing feature: The foundation will be repointed where damaged.		
The lim Several damage	Approximate Date of feature 19 existing feature and its condition estone foundation is in relative places have deteriorated more distone. There is a large crac to 1, 8-9, 11 Drawing Drawing	ely good condition, tar joints and k at the SE corner.	Mortar will match to The joint profile will the limestone is da to replace deteriors the existing in colo	the existing in color and composition. Il match the existing as well. Where amaged, matching pieces will be used ated sections. New stone will match ir and shape. All work will be done in IPS Preservation Brief 2.	
Number 4	Architectural feature Main hou	se, cattle barn, pring house, and a		mpact on existing feature: d for these features.	

- Features: double hung windows, brick molds, granite sills, gypsum interior wall partitions, etc
- Conditions: poor, deteriorating, well maintained, moisture damage, etc

- EX: Architectural style (ex: Gothic revival, Italianate, Queen Anne, etc)
 - Character-defining features (ex: original or historic double hung wood windows with 6 over 6 sashes in with brick molds and granite sills in poor condition, common bond brick coursing with failing mortar joints, etc)
 - Non character-defining features (ex: non-original gypsum interior wall partitions with significant amount of moisture damage, etc)

PART 2:Things that are neither features nor conditions







PART 2:

Describe work and impact on existing feature



No. 33. 2012. Original wood windows--center pivot lower unit with transom hopper. Typical for stories two through five. Source: Historic Seattle

PART 2:

Describe work and impact on existing feature



No. 34. 2012. Detail of heavy timber beam, column and connection. Car deck ceiling visible. Sheetrock wall is non-historic. Source: Historic Seattle

PART 3:

Request for Certification of Completed Work

- Owner submits completed Part 3 form along with photographs of completed work (project must be completed at this point)
- Approval issued by NPS for a "certified historic structure" where completed work meets the Standards for Rehabilitation; project is then a "certified rehabilitation"

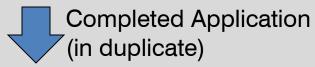




HOW DOES THE PROCESS WORK

Who Initiates Consultation?

Historic Property Owner





SHPO



Completed Application with SHPO recommendation



KEYS TO A SUCCESSFUL PROJECT

Risk Management

- Contact the SHPO EARLY in the planning process for advice on rehabilitation treatments
- Submit COMPLETE application to SHPO well BEFORE beginning work
- Take GOOD, CLEAR photos of entire building and site BEFORE work begins
- Submit Part 2 describing FULL scope of work
- DO NOT begin work until NPS approves Part 2 application

KEYS TO A SUCCESSFUL PROJECT

Risk Management

- Identify the CHARACTER-DEFINING FEATURES of the building
- Complete work as previously APPROVED or submit project amendments for any changes
- Keep the STANDARDS in mind whenever changes are made after Part 2 approval, and refer to NPS online and printed guidance materials
- For large or complicated projects assemble an EXPERIENCED TEAM –
 architect, preservation consultant, contractors, accountant/tax attorney –
 and ensure good team communication
- Pay the NPS REVIEW FEE before NPS receives Part 2 application; the 30 day (non-statutory) clock begins upon payment

POTENTIAL PITFALLS

Common Fails

- Proceeding with work before Part 2 approved
- Refusing to negotiate project changes in response to SHPO and NPS guidance and conditions
- Assuming local review / approval = certification of rehabilitation for tax credits



LEADING CAUSES OF DENIAL

Step One is Admitting You Have a Problem

- Insufficient pre-rehab photographic documentation
- Completing work that does not meet the Standards before contacting the SHPO or beginning the application process
- Program that is too intense for building and site
- Substantial interior demolition



Project denied for incompatible work completed prior to Part 2 review.