

Application to the Sioux Falls Board of Historic Preservation (BOHP) City of Sioux Falls

Both City Ordinance (Chapter 151) and State Statute (Section 1-19.A-11.1) require certain structural projects undertaken on historic properties and in historic districts to be reviewed by the Sioux Falls Board of Historic Preservation (BOHP). Attached are the Secretary of Interior Standards that should be used in determining what modifications may be allowed to a property. The BOHP will refer to these Standards to determine if modifications will adversely or nonadversely affect a historic district. Applicants should be familiar with these Standards and be prepared to explain how the Standards apply to their project.

Please fill in the information below regarding your request to have an item heard and reviewed at the regular monthly meeting of the Board. **The Board meets the second Wednesday of each month at City Center, 231 North Dakota Avenue, at 4 p.m.**, unless otherwise noted. Requests for action must be submitted to the Board Liaison, Planning Office at the City Center, 231 North Dakota Avenue, by 5 p.m. by the first of each month to guarantee placement on that month's meeting agenda.

Submissions/Attachments Checklist:

The inclusion of pertinent information regarding the proposal will assist the Board in making a precise and timely action on the project. Please provide the following items for submission of the specific project. Electronic documents are preferred.

1. Photographs of the existing structure (all elevations).
2. Photographs of adjacent structures that include elevations and front yard setbacks to the street.
3. A scaled site plan. If an addition is proposed to the front or side of the structure, the setback dimension of the addition to the street and adjacent properties must be provided.
4. Drawings and descriptions of all impacted elevations showing existing and proposed materials, size, building height, and placement of architectural features.
5. Other information as may be helpful in clarifying the project and impacts.
6. **Your presence is required at the meeting for the Board to review your project.**

Applicant (print): _____

Name of Property Owner (print): _____

Address of Property for Request: _____

Property Use:
(Residential/Apartment/Commercial/Other) _____

Name of Contractor/Project Representative (print): _____

| | |
|----------------|---------------|
| Email Address: | Phone Number: |
| _____ | _____ |

What best describes this submittal (mark all that apply)?

- Exterior Building(s) Permit
- Building Moving Permit
- Demolition Permit
- Advice of the Board
- Other Review (describe)

In detail, describe the project (attach additional information as necessary).

Projects that may significantly change the features of a historic building are encouraged to be designed by a design professional. Has a design professional been consulted on this project?

- Yes
- No

If yes, please list the individual/firm and attach relevant input.

If you have been in contact with anyone at the State Historic Preservation Office (SHPO) about this project, list the primary contact and provide any input received from the SHPO.

Confirmation that you have received and applied the Secretary of Interior Standards for your project. Please check which standards have been applied to your project:

- New Construction and Additions
- Rehabilitation

It is the owner's responsibility to notify the City Liaison to the BOHP if changes have been made to the project following "approval" from the Board (nonadverse effect of the property to a historic district or structure) prior to issuance of a building permit. If changes have been made, it may be determined that the BOHP will require a new project review at the next regular monthly meeting of the Board. The applicant has one year from the date of approval by the BOHP to pull a building permit.

NOTE: If the application submission/attachments noted in the checklist are not provided in full by the first of the month at 5 p.m. prior to the BOHP meeting, the review may be delayed to the following month's board meeting. If you have any questions, please call 367-8889.

Applicant's Name (print)

Applicant's Signature

Date

Owner's Signature

Date

Staff Use Only

Date Received: _____

Scheduled Meeting Date: _____

Received By: _____

Board Action: _____

24:52:07:04. Standards for new construction and additions in historic districts. New construction or additions within a historic district must comply with **The Secretary of the Interior's Standards for the Treatment of Historic Properties** as incorporated by reference in § 24:52:07:02. In addition, the following standards apply:

- (1) Compatibility of design. Massing, size, and scale of new construction must be compatible with surrounding historic buildings. Overall architectural features of new construction must be of contemporary design which does not directly mimic historic buildings. Architectural elements, such as windows, doors, and cornices, must be similar in rhythm, pattern, and scale to comparable elements in adjacent historic buildings. The overall visual appearance of new construction may not dominate or be distracting to the surrounding historic landscape;
- (2) Height. The height of new buildings or additions to existing buildings may not exceed a standard variance of 10 percent of the average height of historic buildings on both sides of the street where proposed new construction is to be located;
- (3) Width. The width of new buildings or additions to existing buildings must be similar to adjacent historic buildings;
- (4) Proportion. The relationship between the height and width of new buildings or additions to existing buildings must be similar in proportion to existing historic buildings. The proportion of openings in the facades of new construction or additions must be compatible with similar openings in adjacent historic buildings;
- (5) Rhythm and scale. The rhythm, placement, and scale of openings, prominent vertical and horizontal members, and separation of buildings which are present in adjacent historic buildings must be incorporated into the design of new buildings or additions to existing buildings;
- (6) Materials. Materials which make up new buildings or additions to existing buildings must complement materials present in nearby historic properties. New materials must be of similar color, texture, reflective qualities, and scale as historical materials present in the historic district;
- (7) Color. The colors of materials, trim, ornament, and details used in new construction must be similar to those colors on existing historic buildings or must match colors used in previous historical periods for identical features within the historic district;
- (8) Details and ornament. The details and ornament on new buildings or additions to existing buildings must be of contemporary design that is complementary to those features of similar physical or decorative function on adjacent historic buildings;
- (9) Roof shape and skyline. The roof shape and skyline of new construction must be similar to that of existing historic buildings;
- (10) Setting. The relationship of new buildings or additions to existing buildings must maintain the traditional placement of historic buildings in relation to streets, sidewalks, natural topography, and lot lines; and
- (11) Landscaping and ground cover. Retaining walls, fences, plants, and other landscaping elements that are part of new construction may not introduce elements which are out of character with the setting of the historic district.

Source: 16 SDR 239, effective July 9, 1990; 21 SDR 50, effective September 21, 1994; 24 SDR 73, effective December 4, 1997; 28 SDR 182, effective July 10, 2002.

General Authority: SDCL 1-19A-5, 1-19A-11, 1-19A-29.

Law Implemented: SDCL 1-19A-5, 1-19A-11.1.

Secretary of the Interior's Standards for Rehabilitation

The Standards for Rehabilitation, a section of the Secretary's Standards for Historic Preservation Projects, address the most prevalent preservation treatment today, rehabilitation. Rehabilitation is defined as the process of returning a property to state of utility, through repair or alteration which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

The Standards that follow were originally published in 1977 and revised in 1990 as part of the Department of the Interior regulations (36 CFR Part 67, Historic Preservation Certifications). They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

- (1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- (2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- (3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- (4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- (5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- (6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- (7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- (8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- (9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- (10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.