

## Historic District Commission FACT SHEET

### Eligibility for Designation

- Historical or Archeological
  - Possesses character, interest or value as part of development or cultural characteristics of the community, state or nation
  - It has location as a site of significant local, county state, or national event
  - It has been identified with a person who contributed to development of county, state or nation
  
- Architectural
  - Embodies distinguishing characteristics of an architectural style
  - Possesses work of master builder, designer, architect or landscape architect
  - Embodies elements of design, detailing or craftsmanship
  - Elements of structure make it structurally or architecturally significant
  - Has a unique location or singular characteristics that make it an established visual feature
  - It is a particularly fine or unique example of utilitarian structure with architectural significance

### Tax Credit

- Properties designated by the Board of County Commissioners as a historic site or structure are eligible for a tax credit up to 10% of their properly documented restoration or renovation costs to be applied against their property tax owed.
- Historic District Commission reviews expenses and recommends to Board of County Commissioners
- Board of County Commissioners has the authority to grant property tax credit

#### Items eligible for tax credits:

1. Those which preserve, protect, and/or rehabilitate historic features of the structure
2. Those for accessory structures that contribute to the historic character
3. Repair or replacement of plumbing, electrical, or heating systems which are needed to maintain the usefulness of the structure – provided they do not destroy historic elements
4. Painting, caulking and other surface preparations that protect or preserve historic appearances
5. Those for approved structure additions
6. Architect and consultant fees for items listed above

#### Items not eligible for tax credits:

1. Financing and permit fees
2. Costs associated with modern, non-historic additions to the structure – such as new patios, decks, and/or skylights
3. Landscaping costs that do not maintain historic features

4. Replacement of historic materials with modern ones that alter historic characteristics
  5. Decorative painting or commercial signage that did not exist historically
- Expenditures that maintain or protect historic features – or keep the structure in a functional state that preserve its useful existence, are permitted as credits

### Designation Process

- Property must be nominated by the owner
- Application for nomination for historic designation is made to the Historic District Commission
- Public hearings are held by the Historic District Commission and the Planning Commission for recommendations to the Board of County Commissioners
- Board of County Commissioners holds public hearing and designates site or structure as historic
- Notice sent to applicant advising of approval of their nomination and areas of significance on exterior of structure

### Post Designation Responsibilities

- Certificate of Appropriateness
  - Must be obtained for any exterior work requiring a building permit
  - Must be obtained for any demolition work requiring a building permit
  - Must be obtained for any work affecting an exterior significant feature
  - Ordinary maintenance is permitted
- Demolition by Neglect
  - The Historic District Commission can order repair of the deterioration of a structure that does result from an owner's financial inability to maintain and repair such landmark, site or structure