SEVEN STEPS TO ENSURE SUCCESSFUL CERTIFICATION OF HISTORIC REHABILITATION PROJECTS

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Seven Steps to Ensure Successful Certification of Historic Rehabilitation Projects

1. Make sure you can use the credits!
2. Pick a building that is appropriate for the proposed use.
3. Hire design professionals and contractors who have experience with historic rehabilitation projects.
4. Pre-construction planning is essential for ensuring a project will come in on time and on budget.
5. Follow the instructions when completing the Historic Preservation Certification Application!
6. Do not start construction without an approved Part 2.
7. Do not change any approved Part 2 work without an approved NPS Amendment.
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1. Make sure you can use the credits! Consult with a tax professional to ensure your tax situation or your corporate structure will be eligible for using the credits. There are also timing issues related to meeting the substantial rehabilitation test, placing the building in service and especially phased projects.

2. Pick a building that is appropriate for the program you intend to use it for. If the intended use of the building does not necessitate major changes to its character defining features (i.e. the project meets Standard #1) the rest of the design work is just working out the detailing.
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3. Hire design professionals and contractors who have experience with historic building projects that have been reviewed to meet the Secretary of the Interior’s Standards.

   Experienced designers and contractors will save the project money because they can anticipate typical old building problems, design choices that will conflict with the Standards AND they will not proceed with changes in pre-approved work without an approved amendment.
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4. Pre-construction planning is essential for ensuring a project will come in on time and on budget. The most important pre-construction step is a comprehensive building condition assessment. Without this the architect cannot develop construction documents and a budget that are realistic and the project cost will be driven up by change orders. The disjointed nature of Maine’s building related codes also necessitates considerable time be spent on sorting out code issues in the design phase.
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5. Follow the instructions when completing the Historic Preservation Certification Application!
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6. Do not start construction without an approved Part 2 HPCA. Local planning board or historic district commission board approval of a project is not equivalent to an approved Part 2. In fact, local review board decisions often jeopardize project certification because of the way they interpret and apply the Standards to rehabilitation projects.

South Berwick, Cummings Shoe Factory Certified Rehabilitation 2001

Window submittal - Part 2 preconstruction site visit with SHPO reviewer.
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7. Do not change any approved Part 2 work without an approved NPS Amendment!