



Georgia[®] Department of
Community Affairs

Historic Preservation 101

Rose Mayo
Outreach Coordinator

Who We Are

- A Division of the Georgia Department of Community Affairs, we are the Georgia State Historic Preservation Office, known as HPD
- 25+ dedicated staff with academic backgrounds and professional expertise in Archaeology, Architecture, History, Historic Preservation, Planning, Education, Geography and other related academic fields
- Federally funded by the National Park Service
- Matching budget appropriations from the Georgia State Legislature

What We Do

- Carry out all federal and state mandated historic preservation activities
- Provide preservation education, training, local technical assistance, and statewide support

Our Programs

National
Register of
Historic
Places and
Georgia
Register of
Historic
Places

Tax Incentives

Grants

Community
Assistance

Environmental
Review

Outreach



Our mission is to promote the
preservation and use of historic
places for a better Georgia

Benefits of Historic Preservation

- Protects the investments of owners and residents.
- Encourages better design.
- Helps the environment.
- The educational and entertaining.
- Can result in a positive economic impact from tourism.
- Enhance business recruitment potential.



Certified Local Government Program

Partnership program between the local government, HPD, and the National Park Service

Opportunities for technical assistance in historic preservation are available in the form of training sessions, information material, statewide meetings, workshops and conferences

Certified Local Governments are eligible for **preservation grants from HPD**



CLG Program Requirements

Federal

1. Establish Historic Preservation Commission
2. Enforce State and Local Legislation for Designation and Protection of Historic Properties
3. Maintain a System for Survey and Inventory
4. Provide for Public Participation

State

1. City Staff Contact
2. Commission Training
3. Evaluation
4. Commission or Ordinance Changes

Historic Preservation Ordinances

- Establishes the historic preservation commission
- Defines the powers and duties of the historic preservation commission
- Defines the processes for historic district and property designation
- Defines the process for Certificates of Appropriateness

Historic Preservation Commission Compositions

Requirements

1. Must have at least 3 commission members appointed by Mayor
2. Members must be residents of the jurisdiction
3. Majority of members must have demonstrated interest or experience in preservation, architecture, history, planning or related field
4. Commission terms are 3 years

Operations

- Understand processes and procedures
- Efficiently run meetings
- Stay informed on preservation matters
- Understand the needs of the community

Historic Preservation Commissions Powers and Authorities

- Prepare and maintain inventory and historic properties
- Recommend designation of properties or districts
- Review COA's
- Conduct educational programs
- Investigate and study historic preservation matters
- Review and comment on National Register nominations
- Seek funding and grants
- Consult as historic preservation experts for the community
- Accept donations, grants, funds, and gifts of property

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Historic Preservation Commission Authorities

The HPC should have the role of **promoting preservation, not just overseeing the review board**. Other activities should include outreach initiatives, such as Preservation Month, working with other historic and preservation organizations, such as Main Street and historical societies, and supporting local preservation activities

It is important for the **HPC to remember that they set an example for the community and should lead activity**, as well as integrating preservation into all regular planning activities



Maintain a System of Survey and Inventory

- Historic Resource Surveys are the first step in preservation planning
- Surveys should be completed according to the Georgia Historic Resources Survey Manual
- Individual surveys should be part of a larger, comprehensive planning process and should support other city functions
- Completed at least once every 10 years
- Capture information on all resources 40 years of age and older, regardless of integrity

Other Duties, explained

Conduct Educational Programs

- Lectures, presentations, and seminars
- Walking tours and educational events
- Interpretive projects

Preservation Experts for the Community

- Comment on nominations for the National Register
- Preserve historic properties owned by the local municipality
- Assist with rehabilitation and planning projects
- Seek and accept funding and grants for preservation efforts within community

Seek Funds and Grants for Preservation Efforts

Certified Local Government Program Grants:

- Bricks and mortar projects
- Historic resource, archaeological, or GPR surveys
- National Register nominations
- Preservation plans, historic structure reports, feasibility studies
- Design guidelines
- Educational activities, workshops, brochures, websites



Seek Funds and Grants for Preservation Efforts

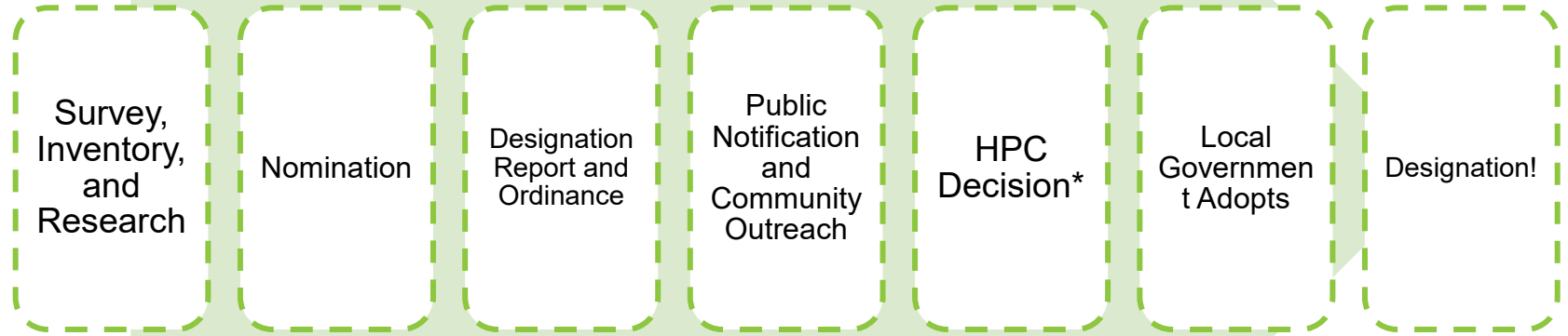
Certified Local Government Program Grants:

- 60/40 Match
- Must have completed survey within the past 15 years to be eligible for any project other than survey
- Annual application opens beginning of December



Establishing Local Historic District

- Historic Resource Surveys to determine location and boundary of local historic district
- Complete designation report and send to HPD for review. Report should include:
 - Statement of significance
 - Physical description of the boundaries
 - Map of boundaries and contributing status of each property
 - Representative photographs
- Create design guidelines
- Public hearings



Role of HPC in Local Designation

- Recommends a historic property or a proposed district for designation
- Compiles and creates designation report
- Sends designation report to HPD for review and comments
- Draft designation ordinance
- Notifies public of public meeting
- Educates public on proposed designation and preservation
- Makes the final call to recommend nomination to governing body for designation

Check Your Ordinance!

- Proper notification of applicants, property owners, residents of the designated district, and the wider community
- Requirements for public meetings
- Notification of other agencies within the city or county
- Any other processes or requirements outlined for designated properties or districts
- The COA process that will be triggered for properties within a designated district



Designated Property or District

Design Guidelines

- Set guidelines for COA Review
- Aid property owners when planning future projects

Community Events and Outreach

- Tours and events for visitors and community members
- Interpretation of area for educational purposes

Rehabilitation and Preservation

- Protect the integrity of the historic properties
- Rehabilitate for new use

Certificate of Appropriateness

“A document approving a proposal to make a **material change in the appearance** of a designated historic property or of a structure, site, or work of art located within a designated historic district, which document must be obtained from a historic preservation commission before such material change may be undertaken.”

- **O.C.G.A 44-10-22(1)**

“Material Change in Appearance”

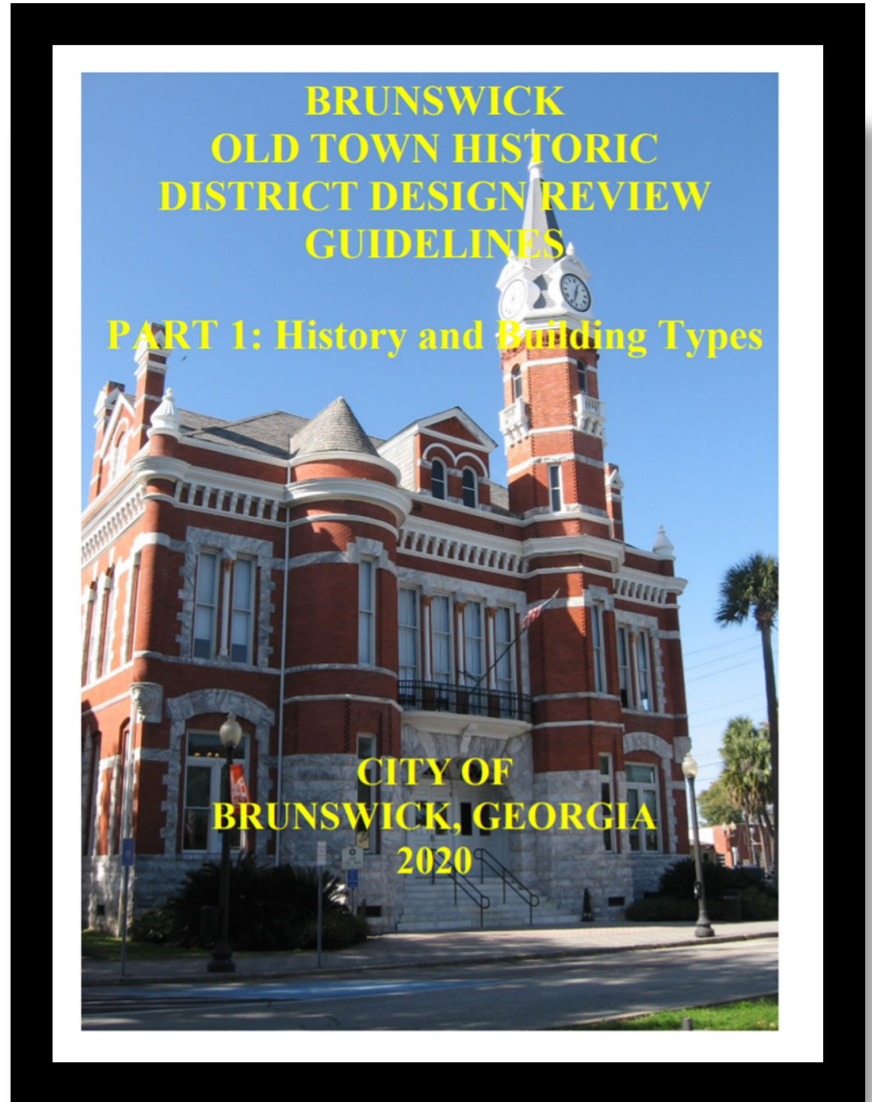
“A change that will affect only the exterior architectural features of a historic property or of any structure, site, or work of art within a historic district.”

- O.C.G.A 44-

10-22(9)

Design Guidelines

- New Construction
- Rehabilitation of Contributing Properties
- Change in Use
- Repairing Original Features
- Replacing Original Features
- Existing Alterations
- New Additions to Contributing Properties



Thanks!

Rose Mayo
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rose.mayo@dca.ga.gov
770.855.2586

dca.ga.gov