

PROGRAM IMPLEMENTATION COMMITTEE POLICIES AND PROCEDURES

- I. The Society will make preservation grants based on the following project priorities:
 - A. Meeting health and safety code requirements, that do not result in the loss of character-defining spaces, features, and finishes;
 - B. Major structural rehabilitation or restoration;
 - C. Exterior rehabilitation or restoration; and
 - D. Interior rehabilitation or restoration.

- II. All Society preservation grant applications will be judged with reference to the Secretary of the Interior's "Standards for Rehabilitation".
 - A. The Standards for Rehabilitation (36 CFR 67) comprise that section of the overall historic preservation project standards addressing the most prevalent treatment today: Rehabilitation. "Rehabilitation" is defined as the process of returning a property to a 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 for Rehabilitation are as follows:

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
 5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
 6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
 7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
 8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.
 9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment.
 10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.
- B. The Standards are used to evaluate whether the historic character of a building is preserved in the process of rehabilitation.

- C. As stated in the definition, the treatment "Rehabilitation" assumes that at least some repair or alteration of the historic building will need to take place in order to provide for an efficient contemporary use; however these repairs and alterations must not damage or destroy the materials and features -- including their finishes -- that are important in defining the building's historic character.
 - D. A basic assumption in this process is that the historic character of each property is unique and therefore proposed rehabilitation work will necessarily have a different effect on each property; in other words, what may be acceptable for one project may be unacceptable for another.
 - E. However, the requirement set forth in the definition of "Rehabilitation" is always the same for every project: those portions and features of the property which are significant to its historic, architectural, and cultural values must be preserved in the process of rehabilitation.
 - F. To accomplish this, all ten of the Secretary of the Interior's "Standards for Rehabilitation" must be met.
- III. In meeting the "Standards", the Society will give consideration to the following priority of preservation options:
- A. Identifying, retaining, and preserving the functional and decorative features that are important in defining the overall historic character of the building.
 - B. Protecting and maintaining features through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems. Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.
 - C. Repairing features by patching, piecing-in, consolidating, or otherwise reinforcing the features using recognized preservation methods. Repair may also include the limited replacement in kind -- or with compatible substitute material -- of those extensively deteriorated or missing parts of features where there are surviving prototypes.