

HCJ Presentation - "Showing Off Your Rehab"

Jane Beetem, Presenter
November 16, 2017



In the first three sessions of this rehab series, we covered what to think about before buying a home, how to inspect a potential purchase, how to get financing, how to plan your rehab, how to hire contractors and how to accomplish the actual work of rehabbing your house. In this, the final session of the series, we'll cover the different historic designations you may wish to consider, what protections they may or may not provide, and how to obtain the desired designation.

1. National Register of Historic Places.
2. State Register. There is no state level designation or "inventory" of historic places in Missouri.
3. City Landmark
4. City Conservation District
5. City Local Historic District

What to know about the National Register of Historic Places (NRHP):

1. It is an honorary designation, almost the highest level of listing for a historic property. (National Historic Landmark designations are for properties with national significance, like The Arch in St. Louis.)
2. A number of buildings in Cole County are already listed, and can be identified online.
3. Listing on the NRHP provides protection from activities involving federal funding, permitting or licensing, as the project must undergo a "Section 106 Review." This refers to Section 106 of the National Historic Preservation Act, which requires such projects to be reviewed by the state historic preservation office (SHPO).
4. Properties must meet certain criteria in order to be listed on the NRHP. City ordinances have been drafted to follow the same or similar criteria.
5. There are a number of myths related to NRHP listing. For instance, there are no requirements to maintain the property in a certain manner or to open the building to the public.
6. Property owners who have their property listed on the NRHP receive a certificate. Should you desire a bronze plaque for the building, you can find one online.
7. Listing on the NRHP may be accomplished by a determined property owner for a single building. However, if there have been multiple changes to the building (integrity issues) or if it involves more than one structure, a consultant should be hired to prepare the nomination.
8. Grants for historic properties are mostly not available. There are federal tax credits that apply to income producing properties and state tax credits that may also be used for single family residential properties. There are a few city and state programs that may offer assistance. Many of the city programs are limited to low income property owners, but the commercial façade program does not have such limitations. More information is available at http://www.jeffersoncitymo.gov/government/redevelopment_and_grants/index.php.

[Type here]

Looking Back...Moving Forward

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

The first place to start your research is to find out if your property is listed on the National Register of Historic Places (NRHP). There are a number of listings in Cole County, including several historic districts that include multiple residential and commercial buildings. Most of these have no plaques or signs to indicate that they have been listed on the NRHP. Fortunately, the listings are shown online at <https://dnr.mo.gov/shpo/cole.htm>.

Cole County National Register Listings

Bolton, Lewis, House, 9514 MO W, Wardsville (8/20/99)

Bockrath, Henry and Elizabeth, House (***Southside Munichburg, Missouri MPS***), 309 W. Dunkin St., Jefferson City (4/23/13)

Broadway-Dunklin Historic District (***Southside Munichburg, Missouri MPS***; [map](#) [see [note](#)]), most of 600 Blk of Broadway, and the 200 and 300 Blks of West Dunklin St., Jefferson City (11/14/02)

Burch, Nelson C. and Gertrude A., House (***Southside Munichburg, Missouri MPS***), 115 W. Atchison St., Jefferson City (1/08/03)

Burch, Oscar G. and Mary H., House (***Southside Munichburg, Missouri MPS***), 924 Jefferson St., Jefferson City (11/15/02)

Capitol Avenue Historic District, roughly Capitol Ave., from Adams to Cherry streets, Jefferson City (12/28/05)

Cole County Courthouse and Jail-Sheriff's House, Monroe and E High streets, Jefferson City (4/03/73)

Cole County Historical Society Building, 109 Madison St., Jefferson City (5/21/69)

Dulle Farmstead Historic District, 1101 Hwy. 54 W, Jefferson City (12/30/93)

East End Drugs, 630 E. High St., Jefferson City (8/21/03)

Garnett Farm Historic District, 7119 MO 179, Centertown vic. (5/31/16)

Gay Archaeological Site, address restricted (1/25/71)

Gensky, H. E., Grocery Store Building, 423 Cherry St., Jefferson City (6/6/01)

Grove, Claud D. and Berenice Sinclair Grove House, 505 E. State St., Jefferson City (11/14/02)

Haar, Herman, House, 110 Bolivar St., Jefferson City (5/02/97)

Hess, Philip, House (***Southside Munichburg, Missouri MPS***), 714 Washington St., Jefferson City (11/15/02)

Hobo Hill Historic District, 500 blks. of E. Miller and Jackson streets, Jefferson City (1/02/13)

Ivy Terrace (Governor Lon Vest Stephens House), 500 E Capitol Ave., Jefferson City (3/16/90)

Jefferson City Community Center, 608 E Dunklin St., Jefferson City (5/14/92)

Jefferson City National Cemetery (***Civil War Era National Cemeteries MPS***), 1024 E McCarty St., Jefferson City (10/01/98)

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

Jefferson Female Seminary, 416 and 420 E State St., Jefferson City, Cole County (2/24/00)

Kaullen Mercantile Co., 900 and 902 E. High St., Jefferson City (11/21/02)

Lansdown-Higgins, House, 5240 Tanner Bridge Rd., Jefferson City vicinity (11/12/99)

Lincoln University Hilltop Campus Historic District ([map](#) [see [note](#)]), 820 Chestnut St., Jefferson City (4/28/83)

Lincoln University Hilltop Campus Historic District (boundary increase I ; [map](#) [see [note](#)]), 820 Chestnut St., Jefferson City (8/21/02)

Lohman's Landing Building (Jefferson Landing State Historic Site), Jefferson and Water streets, Jefferson City (2/25/69)

Missouri Governor's Mansion, 100 Madison St., Jefferson City (5/21/69)

Missouri State Capitol Building and Grounds ([map](#) [see [note](#)]), High St. between Broadway and Jefferson streets, Jefferson City (6/23/69)

Missouri State Capitol Historic District ([map](#) [see [note](#)]), bounded roughly by Adams, McCarty, Mulberry streets, and the Missouri River, Jefferson City (6/18/76)

Missouri State Capitol Historic District (boundary increase I; [map](#) [see [note](#)]), 200 Blk. of W. McCarty St. and 406-408 Washington St., Jefferson City (7/17/02)

Missouri State Penitentiary Warden's House, 700 E Capitol, Jefferson City (10/24/91)

Moreau Drive Historic District, Moreau & Elmerine Drs., Fairmount Blvd., Oakwood Ave., Fairmount Ct., Lee St. Moreland Ave., Jefferson City (12/11/13)

Moreau Park Historic District, 3714 Old Wardsville Rd., Jefferson City vicinity (9/30/09)

Munichburg Commercial Historic District (***Southside Munichburg, Missouri MPS***), 114-130 (even only) E. Dunklin St., 610, 620 Madison St., 704 Madison St., Jefferson City (7/01/09)

Parker, Lester S. and Missouri "Zue" Gordon, House, 624 E. Capitol Ave., Jefferson City (6/15/2000)

Porth, Dr. Joseph P. and Effie, House, 631 West Main St., Jefferson City (1/26/01)

Ruthven, John B. and Elizabeth, House, 406 W Cherry St., Jefferson City (05/26/00)

St. Francis Xavier Catholic Church and Rectory (***Rural Church Architecture in Missouri, c. 1819 to c. 1945 MPDF***), 7319 Co. Rd. M, Taos (3/22/16)

Schmidt, Charles J. and Clara B. House (***Southside Munichburg, Missouri MPS***), 215 W. Atchison St., Jefferson City (1/07/03)

Sommerer, John M. and Lillian, House, 2023 W. Main St., Jefferson City (6/12/07)

Stephens, Hugh and Bessie, House, 601 Jackson St., Jefferson City (5/12/09)

Tergin Apartment Building, 201 W McCarty St., Jefferson City (4/22/99)

Thomas, Albert and Wilhelmina, House (***Southside Munichburg, Missouri MPS***), 224 W. Elm St., Jefferson City (11/14/02)

Villa Panorama, 1310 Swifts Hwy., Jefferson City (1/03/85)

Wallendorf, Joseph and Elizabeth, House, 701 S. Country Club Dr., Jefferson City (4/04/08)

West End Saloon, 700-702 W. Main St., Jefferson City (6/27/14)

Zion Lutheran Church, 2346 Zion Road, Jefferson City vicinity (11/15/00)

Zuendt, William E. and Frederica M., House (***Southside Munichburg, Missouri MPS***), 920 Jefferson St., Jefferson City (11/15/02)

A note regarding the Missouri State Capitol Historic District (downtown) – this nomination was drafted in 1976, when regulations were still being established. So it only mentions some of the buildings downtown, not all. If the property you're interested in isn't mentioned, in order to verify its significance, you'll need to submit the information described below for SHPO review.

*Please note that the maps and nominations reflect the terms used to categorize significance at the time the properties were listed in the National Register. A district or building that may have been determined to be a contributing element in a district when it was listed in the National Register may have been so altered since that point that it is no longer a certified historic district or a certified historic structure for the purposes of historic rehabilitation tax credits — this determination is made based on the nomination supplemented by recent photographs provided with the Part 1 (federal) or Part 1a (state) form submitted at the beginning of any historic rehab tax credit project. Also note that Thematic Resource (TR) and Multiple Resource Area (MRA) nominations were essentially survey documents; ONLY the individual properties or districts listed on this Web page were actually listed in the National Register. Finally, nominations for some properties and districts are provided for their historical value -- the resource itself may have vanished.

The following information is from <https://dnr.mo.gov/shpo/national.htm>. To access links provided, please go to this page.

The National Register of Historic Places includes districts, sites, buildings, structures and objects that are significant in American history, architecture, archaeology, engineering and culture. These resources contribute to an understanding of the historical and cultural foundations of the nation.

Missouri, where the program is administered by the Department of Natural Resources' State Historic Preservation Office (SHPO), boasts more than 2,000 listings (= more than 35,000 individual resources) in the National Register. More than 45 new Missouri listings (= 500 individual resources) were added during the last 12 months! Ninety-nine percent of those nominations -- complete with photographs and maps -- are available online!

The state's National Register program provides Missouri's citizens with:

- National recognition of the value of Missouri's history and historic properties,
- Eligibility for tax incentives and other preservation assistance, and
- Assistance in cultural resource planning.

Listing in the National Register does not mean that limitations will be placed on the properties by the state or federal government. Public visitation rights are not required of owners. Neither the state nor federal government will attach restrictive covenants to the properties or seek to acquire them.

Whether you are interested in listing a single building or an entire town in the National Register of Historic Places, the first step is assessing its eligibility for nomination to the Register.

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

If you are interested in an individual property (e.g. a residence, commercial building, or historic school), or a small complex of buildings (e.g. farmsteads or small industrial complexes) you can request a free assessment from the SHPO.

Communities considering nominating commercial, industrial or residential historic districts should begin with **architectural/historic surveys**. A survey provides an inventory of buildings and other significant resources in a neighborhood or community, and a historic context for understanding significant events and historic development patterns. This snapshot can be used later to mark changes and improvements in a neighborhood over time.

To be eligible for listing in the National Register, a property or a district must meet at least one of the "**criteria for evaluation**" and retain its historic integrity.

Criteria for Evaluation

The National Register's standards for evaluating the significance of properties were developed to recognize the accomplishments of all peoples who have made a significant contribution to our country's history and heritage. The criteria are designed to guide state and local governments, federal agencies and others in evaluating potential entries in the National Register.

The quality of significance in American history, architecture, archaeology, engineering and culture is present in districts, sites, buildings, structures and objects that possess integrity of location, design, setting, materials, workmanship, feeling and association, and:

1. That are associated with events that have made a significant contribution to the broad patterns of our history; or
2. That are associated with the lives of significant persons in or past; or
3. That embody the distinctive characteristics of a type, period or method of construction; that represent the work of a master; that possess high artistic values; or that represent a significant and distinguishable entity whose components may lack individual distinction; or
4. That have yielded or may be likely to yield information important in history or prehistory.

Criteria Considerations

Ordinarily, cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

1. A religious property deriving primary significance from architectural or artistic distinction or historical importance; or
2. A building or structure removed from its original location but that is primarily significant for architectural value, or that is the surviving structure most importantly associated with a historic person or event; or
3. A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building associated with his or her productive life; or
4. A cemetery that derives its primary importance from graves of persons of transcendent importance, from age, from distinctive design features or from association with historic events; or

Historic City of Jefferson
 PO Box 105056
 Jefferson City, MO 65110
 Email: hcjprez@gmail.com
www.historiccityofjefferson.org

5. A reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived; or
6. A property primarily commemorative in intent if design, age, tradition or symbolic value has invested it with its own exceptional significance; or
7. A property achieving significance within the past 50 years if it is of exceptional importance.

Benefits of Listing

In addition to honorific recognition, listing in the National Register results in the following benefits for historic properties:

- Consideration in planning for federal, federally licensed and federally assisted projects; Section 106 of the National Historic Preservation Act of 1966 requires that federal agencies allow the Advisory Council on Historic Preservation an opportunity to comment on all projects affecting historic properties either listed in or determined eligible for listing in the National Register. The Advisory Council oversees and ensures the consideration of historic properties in the federal planning process.
- Eligibility for certain tax provisions; Owners of properties listed in the National Register may be eligible for a 20 percent investment tax credit for the certified rehabilitation of income-producing certified historic structures such as commercial, industrial or rental residential buildings. This credit can be combined with a straight-line depreciation period of 27.5 years for residential property and 31.5 years for nonresidential property for the depreciable basis of the rehabilitated building reduced by the amount of the tax credit claimed. Federal tax deductions are also available for charitable contributions for conservation purposes of partial interests in historically important land areas or structures.

Effective Jan. 1, 1998, Missouri taxpayers completing substantial rehabilitations of properties listed in the National Register of Historic Places (either individually listed or as contributing elements of districts) can qualify for a 25 percent state income tax credit. The Missouri state credit applies both to income-producing properties and owner-occupied residential properties.

- Consideration of historic values in the decision to issue a surface mining permit where coal is located in accordance with the Surface Mining Control Act of 1977; and
- Qualification for federal grants for historic preservation, when funds are available.

In Missouri, neither state nor federal law limits the rights of owners of private property listed in the National Register to maintain, manage or dispose of their property as they choose provided that no federal monies, licenses, or permits are involved.

Procedure for Supporting or Objecting to National Register Listing

Under federal law, owners of private properties nominated to the National Register of Historic Places must be given an opportunity to concur in or object to listing in accord with the National Historic Preservation Act Amendments of 1980 and Federal regulations 36 CFR part 60.

In compliance with federal regulations, the Missouri State Historic Preservation Office notifies all owners of private property being nominated to the National Register of Historic Places 30 to 75 days prior to the consideration of the nomination by the Missouri Advisory Council on Historic Preservation (MOACHP). Owners of individually nominated properties and those who own properties in proposed districts of fewer than 50 resources will be contacted by letter. In proposed historic districts that include more than 50

Historic City of Jefferson
 PO Box 105056
 Jefferson City, MO 65110
 Email: hcjprez@gmail.com
www.historiccityofjefferson.org

properties, owners will be contacted either directly by mail or through a public notice published in the local newspaper.

Drafts of all nominations for Missouri properties to be considered for listing on the National Register of Historic Places are kept on file at SHPO. Copies of nominations are available for review by property owners and the public. Copies of the draft nominations can be obtained by contacting SHPO by email, by phoning 573-751-7858, or by visiting our office in Jefferson City. You may also download most draft nominations approximately one month prior to the MOACHP meeting. If you plan to visit the SHPO office to view nominations, please contact the program at 573-751-7858 to make an appointment and get directions.

Any owner or partial owner of private property who concurs with the listing of that property on the National Register either individually or as part of a district need do nothing to register concurrence.

Any owner or partial owner of private property who chooses to object to listing must submit to the State Historic Preservation Office a notarized statement certifying that the party is the sole or partial owner of the private property, as appropriate, and objects to the listing. **Where the nominated private property belongs to a single owner, the property will not be listed if the owner objects. Where the nominated private property -- whether an individual property or a district -- has multiple owners each owner or partial owner has one vote regardless of what part of the property or how much property the individual owns.** Owners who wish to object are encouraged to submit notarized statements of objection prior to the meeting of the Missouri Advisory Council on Historic Preservation at which the nomination is being considered to the Director, State Historic Preservation Office, Missouri Department of Natural Resources, PO Box 176, Jefferson City, Missouri, 65102. However, statements of objection may be submitted and will be counted up until the actual date of listing, which usually takes place at least 15 days but not more than 45 days after the nomination is mailed to the Keeper of the National Register following the Advisory Council on Historic Preservation meeting.

An individual property owner cannot opt out of a nominated district to which the majority of owners have not objected. If a majority of the private owners of the properties making up a nominated district -- or of an individually nominated property -- should object, the district or property will not be listed. Such properties are not eligible for federal preservation grants or tax credits until the objections are withdrawn and the property is listed.

Although privately-owned property will not be listed if the owner or a majority of owners objects, the nomination may be forwarded to the Keeper of the National Register for a determination of eligibility for the National Register.

If the property or district is determined eligible for listing, although not formally listed, it will be treated as a listed property or district for purposes of federal undertakings in the Section 106 (environmental review) process.

Time Frame for the Nomination and Listing Process

Whether written by property owners or by **Consultants**, all nominations are reviewed at the state level by the SHPO staff and the **Missouri Advisory Council on Historic Preservation**. The Missouri Advisory Council is a body of preservation professionals and laypersons appointed by the Governor to review National Register nominations and provide input on preservation issues.

The nomination process varies depending on State Historic Preservation Office planning and registration priorities, and the schedule of the Missouri Advisory Council on Historic Preservation. **Council meetings are scheduled quarterly.** In order to fulfill all of the review and notification requirements, **complete drafts of nominations** must be received by the SHPO no later than 120 days prior to a scheduled council meeting.

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

Missouri Requirements & Due Dates

Nominations to the National Register of Historic Places *that contain fewer than 75 properties* may be submitted for review by the National Register staff at the State Historic Preservation Office (SHPO) at any time throughout the year to be scheduled for the appropriate quarterly **Missouri Advisory Council on Historic Preservation** (MOACHP) meeting.

Requirements for Large Districts

Nominations of a potential district of more than 75 properties will not be reviewed unless a survey is already on file with the SHPO. If no survey is on file one must be submitted to SHPO at least 3 months before a nomination is submitted in order to allow SHPO staff time to review the material and provide comments on eligibility to the preparer. Click [here](#) for more information on survey requirements.

The Review Process

Whether prepared by private citizens or by **consultants**, most nominations -- regardless of size -- go through at least two drafts before consideration by the MOACHP at one of its quarterly meetings (schedule below). All submitted nominations must be reviewed by SHPO staff to ensure that they adequately document the property and its significance and meet the standards set by the National Park Service's National Register program. When needed, staff will provide written comments and/or a marked copy of the nomination to the preparer.

To assist preparers in providing the documentation necessary for the review of their nominations, the SHPO has compiled the **Missouri National Register Guide** (MO NR Guide) and a National Register Nomination **Technical Checklist**.

In order to have a nomination considered for review at a given meeting of the MOACHP a substantially complete draft nomination must be received by the posted deadline either by mail or hand delivered, do not email materials to SHPO staff as they will not be accepted. A substantially complete draft will include the following information in the appropriate format:

- complete National Register nomination form (Word-2010 format on disc): **standard nomination form** or **multiple property nomination form**;
- complete Section 7 with a summary, setting, clear exterior description, interior description (if a single site nomination) and integrity subsections;
- complete Section 8 with a summary, concise historic context, appropriate comparisons, a clear argument for significance and a conclusion;
- sources appropriately cited with footnotes (see **MO NR Guide** chapter on Writing);
- complete bibliography
- complete and accurate verbal boundary description and justification sections;
- list of figures and photos;
- site plan or district map showing contributing and non-contributing resources;
- photo map showing number, location, and direction from which each photo was taken;
- map of the nominated resource(s) including lat/long coordinates, a North arrow, and a scale;
- current floor plans of at least the first floor (single site building nominations only. Please note additional floor plans of other floors may be required depending on where significant activities took place);
- digital photos in color, saved in TIF format and labeled per NPS standards ("MO_County_full name of nomination_0001", etc.). Photos must be taken within 12 months of a potential MOACHP meeting;
- all digital files must be submitted on disc (do not email submission materials);
- see information above for requirements for large district nominations.

Historic City of Jefferson
 PO Box 105056
 Jefferson City, MO 65110
 Email: hcjprez@gmail.com
www.historiccityofjefferson.org

Due with revision:

- current owner and elected official information following the guidance in the MO NR Guide;
- one set of hard copy black and white archival photos.

Please refer to the MO NR Guide for further guidance on submission standards. Contact the **SHPO** if there are any questions concerning the requirements. It is highly recommended an **eligibility assessment** be completed prior to submitting a nomination. It is also recommended that first time preparers contact the SHPO early in the nomination process as staff can often times provide assistance. In cases where the eligibility of a nominated property is not clear, and cannot be easily addressed, the nomination will not be placed on the MOACHP agenda but will be treated as an Eligibility Assessment and SHPO staff comments pursuant to 36 CFR 60.11(c) will be sent to the preparer.

Draft nominations that do not meet the submission requirements as listed in the MO NR Guide will not be scheduled for an MOACHP meeting. Once required items are received, the draft nomination will be placed on the list to be reviewed by staff for consideration at a later MOACHP meeting.

Meeting Schedule and Deadlines for Submission of Nominations

The **MOACHP** sets its schedule for the coming year at its August meeting. Due dates for nomination submissions are set to provide the lead time necessary to allow time for staff to review and comment on the substantially complete draft nomination, as well as time for the preparer to make any necessary revisions. Once approved by staff, the nomination will be placed on the MOACHP Agenda for its next quarterly meeting.

Appropriately formatted complete drafts of all nominations regardless of location must be received at the SHPO on or before 5 p.m.

Initial Deadline	Revision Deadline	MOACHP Meeting Date
November 6, 2017	December 18, 2017	February 9, 2018
February 5, 2018	March 19, 2018	May 11, 2018
May 8, 2018	June 18, 2018	August 10, 2018
August 6, 2018	September 17, 2018	November 9, 2018

Please note that submission by the due date does not guarantee that a nomination will be reviewed by the MOACHP at its upcoming meeting. SHPO staff will provide comments to the nomination preparer approximately 30 days after the Initial Deadline. No further drafts will be accepted prior to the associated MOACHP meeting after the Revision Deadline. If a nomination is approved by the MOACHP, a final draft will be due approximately 30 days following the meeting.

Once a nomination has been approved by the Missouri Advisory Council and any required changes made, it is submitted to the National Park Service (NPS). Upon submission to NPS, a decision on whether to list the property is made within 45 days of receipt by the National Park Service. Overall, the process of listing a property from the time the SHPO receives the nomination to the time NPS lists the property typically takes approximately 180 days provided that a complete and fully documented nomination form has been completed for the property.

Links to the following information are provided at <https://dnr.mo.gov/shpo/national.htm>.

- **Missouri Advisory Council on Historic Preservation**

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

- On the federal level: **National Register of Historic Places and everything you want to know about the federal process**
- National Register Bulletin #15: "How to Apply National Register Criteria"
- National Register Bulletin #39: "Researching a Historic Property"
- National Register Bulletin #16a: "How to Complete the National Register Nomination Form"
- **Missouri Guide to the National Register Process**
- **National Register Nomination Technical Checklist**
- **National Register Nomination Form** (with continuation pages)
- **National Register MPS nomination form**
- **National Historic Landmark**
- **Preparing nominations for National Historic Landmarks**

To find out if your property has ever been surveyed: look at the surveys completed for Cole County at <https://dnr.mo.gov/shpo/survey-eg.htm>.

- **Cole County:**
 - Jefferson City - Forest Drive Post War Survey (2012): [Report](#) and [Survey](#)
 - Jefferson City - Historic Southside (1995): [Report](#), [Map](#) and [Survey](#)
 - Jefferson City - Historic East (1992): [Report](#), [Map](#) and [Survey](#)
 - Jefferson City - Moreau Drive Neighborhood (2008): [Report](#) and [Survey with Maps](#)
 - Jefferson City - Missouri State Capitol Historic District (1975): [Survey](#)
 - Jefferson City - State Capital Historic District (1989): [Report](#), [Map](#) and [Survey](#)

City of Jefferson Historic Designations

The city has several ways historic properties can be designated as historic, all with different levels of recognition and protection.

1. Local Landmarks
2. Conservation Districts
3. Neighborhood Conservation Planned District
4. Local Historic District

Sec. 8-40. Relationship Between Districts.

A. An application for a designated district shall be evaluated on a sliding scale, depending upon the designation of the building, structure, site or object in question. The application shall be evaluated on the following criteria:

1. Most careful scrutiny and consideration shall be given to applications for designated landmarks and historic districts;
2. Slightly less scrutiny shall be given to applications for designated conservation districts;
3. Properties designated conservation district shall receive a decreasing scale of evaluation upon application; and
4. The least stringent evaluation is applied to the neighborhood conservation planned district where the design standards are advisory in nature.

Quick Review of Options through City of Jefferson:

Local Landmarks – are nominated by the property owner, in most cases. Anyone can nominate a city owned property as a local landmark. This is an honorary designation, and the recipients are listed on the city’s website. These properties also receive a distinctive bronze plaque featuring the profile of Thomas Jefferson, and many of these are currently on display.

Conservation District – There is currently one Conservation District, the Lower Jefferson Conservation District on W. Main St.

Neighborhood Conservation Planned District – I don’t believe there are any of these districts currently in Jefferson City.

Local Historic District – Plans are underway to establish the first Local Historic District under city code in the area around the 600 block of E. McCarty St., 400 block of Lafayette St. and School St. This option provides some protections, primarily in the form of exemption from certain flood plain regulations established by the Federal Emergency Management Agency (FEMA). The biggest difficulty in establishing a district of this type is that 75% of the property owners must approve the district’s formation.

The following has been copied from the city’s code, available online at

<http://documents.jeffcitymo.org/WebLink8/PDF/apgutx55o2wzkv55mdubrnqi/4/Chapter%2008%20-%20Buildings%20and%20Building%20Regulations.pdf> There are other codes related to historic buildings, including maintenance, signage and more, elsewhere in the city’s codes.

Sec. 8-44. Nomination of Historic Districts.

A. Application/Nomination. Applications for nomination of an historic district shall be made to the CJHPC by at least seventy-five percent (75%) of all owners of record. Forms and criteria for nomination will be available at the office of the Department of Planning and Protective Services. Applications must be submitted to the department; the department shall forward applications to the CJHPC. Each historic district must be nominated by a separate application. Each historic district must be designated by a separate ordinance. The designation of a historic district shall in no way alter the uses permitted by the existing zoning district of the property so designated.

B. Notice. Upon receipt of an application for nomination of an historic district, the department shall notify the property owners within the proposed district of the application, arrange for a time and place of a meeting, and invite all interested persons to appear and be heard.

C. Criteria for Nomination. The criteria for nomination shall apply to applications for designation of historic districts and landmarks. The CJHPC shall, after such investigation as it deems necessary, make a determination as to whether a site, structure, object or area qualifies for nomination pursuant to one (1) or more of the following criteria:

1. Its character, interest, or value as part of the development, heritage or cultural characteristics of the community, county, state or nation;
2. Its location as a site of a significant local, county, state or national event;
3. Its identification with a person or persons who significantly contributed to the development of the community, county, state or nation;
4. Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous materials;
5. Its identification as a work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of the community, county, state or nation;

Historic City of Jefferson
PO Box 105056
Jefferson City, MO 65110
Email: hcjprez@gmail.com
www.historiccityofjefferson.org

6. Its embodiment of elements of design, detailing, materials, or craftsmanship that render it architecturally significant;
7. Its embodiment of design elements that make it structurally or architecturally innovative;
8. Its unique location or singular physical characteristics that make it an established or familiar visual feature; or
9. Its character as a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance.

Any site, structure, object, or area that meets one (1) or more of the above criteria, shall also have sufficient integrity of location, design, materials and workmanship to make it worthy of preservation or restoration.

D. Appeals. A decision by CJHPC to deny an application for nomination may be appealed to the planning and zoning commission in accordance with the provisions of Chapter 35 of the Code of Jefferson City.

Sec. 8-45. Nomination of Landmarks

A. Application/Nomination. Applications for nomination of a site, structure or object as a landmark shall be made to the CJHPC. Forms and criteria for nomination will be available at the office of the Department of Planning and Protective Services. Each landmark must be nominated by a separate application. Each landmark must be designated by a separate ordinance. The designation of a landmark shall in no way alter the uses permitted by the existing zoning district of the property so designated.

B. Notice. Upon receipt of an application for nomination of an historic landmark, the department shall notify the property owners within the proposed district of the application, arrange for a time and place of a meeting, and invite all interested persons to appear and be heard.

C. Public Owner. Applications for nomination of a public landmark shall be made by the city or other owner.

D. Private Owner. Applications for nomination of a private landmark shall be made by one hundred percent (100%) of the owner(s) of the property or structure.

Sec. 8-46. Procedure for review following designation of landmark or historic districts

A. Building Permit Standards. After a landmark or historic district is designated by ordinance each, application for building permit within the area so designated shall be referred to the CJHPC for review at a regularly scheduled CJHPC meeting. Applications shall be submitted a minimum of ten (10) days prior to the meeting of the Commission. If the CJHPC makes no report within forty-five (45) days of receipt of the application, it shall be considered to have made a report approving the application.

B. Design Criteria. The CJHPC shall prepare and adopt specific design criteria as it deems necessary to supplement the provisions of this ordinance. Within each of the designated categories, the design criteria will be applied more stringently to properties of greater significance than those with lesser significance as determined by their respective designation. The CJHPC may from time to time amend and supplement to the criteria used for review of historic districts and landmarks. The CJHPC must first approve additional design criteria not listed in this chapter, and any changes thereto, before the criteria or changes shall become effective. (Ord. No. 12794, § 1, 8 -17-98).

Sec. 8-47. Definitions

Unless specifically defined words or terms of this article shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this article its most reasonable application.

Historic City of Jefferson
 PO Box 105056
 Jefferson City, MO 65110
 Email: hcjprez@gmail.com
 www.historiccityofjefferson.org

Adaptive use. The process of changing the use of a structure or property to a use other than that for which the structure or property was originally designed or a use for a structure or property other than the use for which it was originally designed. (Sometimes called “adaptive reuse”).

Alteration. Any act or process that changes one (1) or more of the exterior architectural features of a structure, including, but not limited to, the erection, construction, reconstruction or removal of any structure.

Architectural attributes. Those physical features of buildings and structures that are generally identified and described as being important products of human thought and action characteristic of a population or community.

Certified local government (CLG). A program of the National Park Service designed to promote the preservation of prehistoric and historic sites, structures, objects, buildings and historic districts by establishing a partnership between the local government, the state historic presentation department and the National Park Service. A certified local government carries out the purposes of the National Historic Preservation Act, as amended. Each certified local government is required to maintain a system of ongoing surveys compatible with the Missouri Historic Preservation Department process.

CJHPC. The City of Jefferson Historic Preservation Commission.

Commissioners. Members of the City of Jefferson Historic Preservation Commission.

Consent. The vote as cast by owners holding majority interest in a parcel of real estate. For purposes of this article, only one (1) vote per parcel may be cast.

Conservation district. Any area designated by the CJHPC in accordance with this section as an area containing any physical features or improvements or both which are of historical, social, cultural, architectural or aesthetic significance to the city and cause such area to constitute a distinctive section of the city. This overlay zone may be used for areas which have distinctive characteristics that are worthy of conservation, but lack sufficient historical, architectural or cultural significance to qualify as historic areas.

Contributing (or contributory). A significant building, site, structure or object which adds to the architectural qualities, historic association or archeological value of an historic district because:

- A. It was present during the pertinent historic time;
- B. It possesses integrity and reflects its significant historic character or is capable of yielding important information about the pertinent historic period; or
- C. It independently meets the standards and criteria of this article.

Cultural attributes. All of the physical features of an area that, either independently or by virtue of their interrelationship, are generally identified and described as being important products of human thought and action characteristic of a population or community. Accordingly, the term “cultural attributes” necessarily includes “architectural attributes” as that term is defined in this section. The term “cultural attributes” does not refer to the characteristics or beliefs of people who may reside in or frequent a particular area.

Cultural resource. Districts, sites, structures, objects and evidence of some importance to a culture, a subculture or community for scientific, engineering, art, tradition, religious or other reasons significant in

providing resources and environmental data necessary for the study and interpretation of past lifestyles, and for interpreting human behavior.

Department. The Department of Planning and Protective Services of the City of Jefferson, Missouri.

Design criteria. A standard of appropriate activity that will preserve the historic and architectural character of a structure or area.

Designation. Official recognition of an historic landmark, conservation or historic district by the city council according to the procedures and provisions in this article.

Endangered resource. A resource under a known or anticipated threat of damage to the integrity or existence of the resource, such as:

- A. An immediate threat which will result in loss of or collapse of a structure;
- B. An immediate threat or destruction by private action; or
- C. Condemnation for code violations.

Sometimes referred to as a “threatened resource”).

Exterior architectural appearance. The architectural character and general composition of the exterior of a structure, including but not limited to the kind, color and texture of the building material and the type, design and character of all windows, doors, light fixtures, signs, and appurtenant elements.

Facade. The exterior face of a building which is the architectural front, sometimes distinguished by elaboration or architectural or ornamental details.

Historic district. An area designated as an historic district by ordinance of the city council and which may contain within definable geographic boundaries one (1) or more significant sites, structures or objects, and which may have within its boundaries other properties or structures that, while not of such historic and/or architectural significance to be designated as landmarks, nevertheless to the overall virtue characteristics of the significant sites, structures or objects located within the historic district.

Historic preservation. The study, identification, protection, restoration and rehabilitation of buildings, structures, objects, districts, areas and sites significant in the history, architecture, archeology or culture of the city, state or nation.

Historically or architecturally significant. Possessing that quality present in an area, site, structure, object or district because it:

- A. Is associated with an event or events that significantly contributed to the broad patterns of the history or architectural heritage of the city, county, state or nation;
- B. Is associated with the life or lives of a person or persons significant in the history of the city, county, state or nation;
- C. Embodies distinctive characteristics of a type, design, period or method of construction;
- D. Represents the work of a master designer or architect or possesses high architectural value;
- E. Exemplifies the cultural, political, economic, social or historic heritage of the city;

Historic City of Jefferson
 PO Box 105056
 Jefferson City, MO 65110
 Email: hcjprez@gmail.com
www.historiccityofjefferson.org

F. Contains elements of design, detail, material or craftsmanship which represent a significant construction innovation;

G. Is part of or related to a square, park or other distinctive area that was or should be developed or preserved according to a plan based on an historic or architectural motif;

H. Is an established and familiar visual feature of a neighborhood or the entire community; or

I. Has yielded, or is likely to yield archeological artifacts and/or information.

Key contributing. A site, structure or object of such an outstanding quality and state of conservation that it significantly adds to the architectural qualities, historic association or archeological values of an historic district because:

A. It was present during the pertinent historic time;

B. It possesses and reflects its significant historic character or is capable of yielding important information about the pertinent historic period; and

C. It independently meets the standards and criteria of the article.

Landmark. A site, structure or object designated as a landmark by ordinance of the city council, pursuant to procedures prescribed herein, that is worthy of rehabilitation, restoration and preservation because of its historic and/or architectural significance to the city.

Landscape feature. Any element or component of outdoor open space including, but not limited to, fences, walls, retaining walls, gates, sidewalks, walkways, driveways, parking lots, patios, terraces, decks, ground cover, trees, plants, outdoor furniture, exterior light standards, fountains, statuary, detached signs, and other such elements.

Marker. A sign used to label or identify a designated landmark or historic district as an architecturally significant property.

National Register. The current National Register of Historic Places established by passage of the National Historic Preservation Act of 1966, 80 Stat. 915, 16 U.S.C. 470 et seq. as amended.

Noncontributing (or noncontributory). A site, structure or object that does not add to the architectural qualities, historic association or archeological values of a landmark or historic district because:

A. It was not present during the pertinent time;

B. Due to alterations, disturbances, additions or other changes, it no longer possesses integrity nor reflects its significant historic character or is incapable of yielding important information about the pertinent historic period; or

C. It does not independently meet the standards and criteria of the ordinance.

Normal maintenance and repair. Any improvement or work for which a building permit is not required by city ordinance designed to correct deterioration, decay or damage and restore, as may be practical, a structure or property to the condition that existed prior to the deterioration, decay or damage.

Object. Those physical items that have functional, aesthetic, cultural, historical or scientific value and are relatively small in scale and simply constructed. While an object may be, by nature or design, movable, it should be located in a specific setting or environment appropriate to its significant historic use, role or character. Objects include sculptures, monuments, street signs, fence posts, hitching posts, mileposts, boundary markers, statuary and fountains.

Owner(s) of record. Those individuals, partnerships, firms, corporations, public agencies or any other legal entity holding title to property, but not including legal entities holding mere easements or leasehold interests. (May also be referred to as “property owner(s)”). Current owner(s) of record are those listed as owners on the records with the Cole County Recorder of Deeds.

Period. A chronological division identified in the analysis of the historical development to an area or region (i.e., Victorian, Modern).

Protection. The application of measures to defend, guard, cover or shield a building, site, structure or object from deterioration, loss, attack, danger, or injury. In the case of buildings, structures or objects such measures generally are of a protective nature and usually precede preservation measures. In the case of archeological sites, the protective measures may be temporary or permanent.

Reconstruction/reconstruct. The reproduction of the exact form and detail of a vanished building, site, structure or object or a part thereof, as it appeared at a pertinent time using both original and modern materials and based on precise historical documentation and physical evidence.

Rehabilitation/rehabilitate. The act of returning a site, structure or object to a useful state through its repair and/or alteration while retaining the characteristic features of the property which are significant to its historical and architectural value.

Remodeling. Modification and modernization of a structure or property without striving to return to or replicate the original historical and architectural character of the structure or property.

Removal. Any relocation of a structure in whole or in part on its site or to another site.

Repair. Any change to a structure or object that is not construction, removal or alteration.

Resource. Any site, structure, object or area that constitutes a source of present and future usefulness.

Restoration/restore. The act of accurately recovering the form and details, based on precise historical documentation and physical evidence, of a building, site, structure or object as it appeared at a pertinent time including the removal of improvements that are not appropriate and the replacement of missing or deteriorated features.

Site. The location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural or archeological value regardless of the value of any existing structure. Examples of sites include habitation sites, burial sites, village sites, hunting and fishing sites, ceremonial sites, battlefields, ruins of historic buildings and structures, campsites, designed landscapes, natural textures, springs and landscapes having cultural significance.

Stable. The area is expected to remain substantially the same over the next twenty (20) year period with continued maintenance of the property. While some changes in structures, land uses and densities may occur, all such changes are expected to be compatible with surrounding development.

Stabilizing. The area is expected to become stable over the next twenty (20) year period through continued reinvestment, maintenance or remodeling.

Standards. The Secretary of Interior's Standards for the Treatment of Historic Properties, codified as 36 CFR 68 in the July 12, 1995 Federal Register (Vol. 60, No. 133), and as revised from time to time.

Structure. Anything constructed or erected, the use of which requires permanent or temporary location on or in the ground, including, but without limiting the generality of the foregoing: buildings, fence, gazebos, advertising signs, billboards, backstops for tennis courts, radio and television antennas, including supporting towers and swimming pools.

Style. The specific identifying characteristics of a building both as it appears to the eye and as it is known to exist in design and structure.

Survey. An architectural and historical examination of historic resources to identify historic properties within an area.

Ord. No. 12794, Appendix A, 8-17-98)

Rev. 10/21/2017

840

I hope this presentation has inspired you rather than scared you off of rehabbing properties. There are a number of us willing to advise you, so if you get stuck please give one of us a call or contact HCJ. Our contact information is on the handout. We look forward to seeing your finished project – please let us know about it!