

# Historic Preservation 11.1 Review

Community Development  
520 3<sup>rd</sup> Street, Suite 140  
Brookings, SD 57006  
(605) 692-6629 phone fax (605) 697-8624  
[rmiller@cityofbrookings-sd.gov](mailto:rmiller@cityofbrookings-sd.gov)



---

## South Dakota State Law SDCL 1-19A-11.1 Review Required

- SDCL 1-19A-11.1 requires local governments to extend certain protections to historic properties listed on national, state or local registers.
- Local governments are not to issue a permit for any project that would encroach upon, damage or destroy a designated property if there is a feasible and prudent alternative that would prevent such encroachment, damage or destruction.
- Projects subject to review under SDCL 1-19A-11.1:
  - 1) Any project which requires a permit and involves the exterior of a structure within a historic district
  - 2) Any project which requires a permit for demolition or moving and which is within a historic district or listed on the National Register
  - 3) Other: Rezoning, conditional use permits, street vacations

---

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Cell Number: \_\_\_\_\_ Email: \_\_\_\_\_

Historic District:

- University     Central     Sexauer     Commercial     Individually Listed

1) General Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) Do you plan to repair the historic original materials?    \_\_\_\_\_ Yes    \_\_\_\_\_ No

3) What method will be used in treatment of the historic original materials?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Standard #7: Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

4) If the proposal includes removal of any historic original materials or exterior features or spaces, provide documentation as to the condition of the original materials and reasons for removal.

---

---

---

---

5) If new materials are proposed, what materials will be used?

---

---

---

---

6) If new materials are proposed, what alternatives were considered?

---

---

---

---

*Include a narrative of all feasible and prudent alternatives that have been considered for the project, describing how all possible efforts have been made to minimize harm to the historic property, including the reasons for rejection.*

*State of South Dakota Administrative Rule 24:52:07:03: "Alternatives must be based on factual reports, research, tried methods and professional and lay preservation advice. They must also be based on professional assessments of the value and basic structural condition of the affected property and estimates of a range of rehabilitation or mitigative options prepared by people experienced in historical preservation work.*

7) Is replacement of missing features proposed? If so, substantiate with documentary, physical, or pictorial evidence.

---

---

---

---

*Standard #2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

*Standard #6: Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

8) Is the project attempting to qualify for State Property Tax Moratorium or Federal Tax Credit?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

9) Does the proposal involve removal or moving of a structure? Please include a narrative of all feasible and prudent alternatives that have been considered for the project, describing how all possible efforts have been made to minimize harm to the historic property, including the reasons for rejection.

---

---

---

---

10) Is an addition or new construction proposed? If so, please describe and include drawing/schematics with proposal.

- Site plan drawn to scale showing the existing structure(s) and proposed improvements. The site plan should clearly create a graphic representation of the building footprint(s) and any other elements that are part of the request.
- Elevation sketches drawn to scale showing the proposed changes including description of materials to be used (materials plan).

---

---

---

REFER TO State of South Dakota Administrative Rule 24:52:07:04, Standards for New Construction and Additions in historic districts, for additional guidance <http://sdlegislature.gov/rules/DisplayRule.aspx?Rule=24:52:07:04>.

*Standard #9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

*Standard #10: New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

## **HISTORIC STANDARDS**

**Secretary's Standards for Rehabilitation:** The Standards apply to historic buildings of all periods, styles, types, materials, and sizes. They apply to both the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

- 1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- 9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**SUBMIT THE FOLLOWING**

- Completed Historic Preservation 11.1 Review application form and additional narrative, if needed.
  
- If historic materials are to be removed, email color digital photos of the existing structure/property that include:
  - Street frontage
  - All areas affected by the proposed project
  - Photos of rot or decay of element to be replaced or repaired
  - Photos of neighboring properties

**Send to: [Rmiller@cityofbrookings-sd.gov](mailto:Rmiller@cityofbrookings-sd.gov)**
  
- If an addition or new construction is planned, submit a site plan drawn to scale showing the existing structure(s) and proposed improvements. The site plan should clearly create a graphic representation of the building footprint(s) and any other elements that are part of the request.
  
- If new materials are proposed, submit sketches drawn to scale showing the proposed changes including description of materials to be used (materials plan).

***(Attach additional sheets as necessary)***

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date





























