



# Are You Considering Historic Designation in Berthoud?

Owner's Manual



[www.berthoud.org](http://www.berthoud.org)



## **Historic Designation: What Does it Mean to Me?**

*This brochure is intended to help you consider whether or not to have your property become a locally designated landmark or be part of a local residential historic district.*

*We look forward to helping you as you consider designating your property and are happy to answer any questions you may have.*



We have included a list of important resources that are meant to help you take care of your historic home. Any decision to have your property be a part of the local historic register or a local district is yours. It is your choice to opt-in. You cannot be forced to list your property. Should you choose to list, that action will “run with the property” and remain in force if you choose to sell your home.

2.

What does it mean to me?

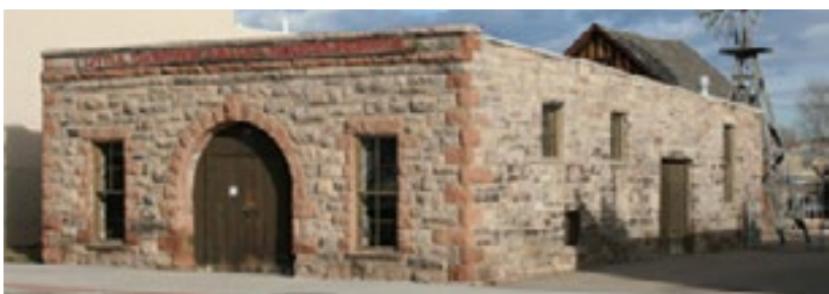
## Did You Know?

*Berthoud has over 50 designated historic properties, including one building on the National Register of Historic Places (Bimson Blacksmith Shop) and one on the State of Colorado Landmark Register (United Brethren Church).*

Should you choose to designate your home or building you become one of many who are stewards of Berthoud's heritage. Living in a historic home is the best of both worlds- you can celebrate the community's historic character while enjoying all the benefits of modern living.

The Town has partnered with History Colorado to provide helpful information concerning designation and the processes required when making changes to your building after it has been designated. We hope to debunk common misconceptions and clarify the processes, benefits, and responsibilities that are part of owning a designated historic home.

Berthoud's preservation program recognizes the need for contemporary and economical use of historic buildings. The design review process was put in place to balance historic qualities with the demands of today. The Historic Preservation Advisory Committee (HPAC) is eager to collaborate with property owners on successful efforts. The more you know about the process before beginning, the simpler it will be.



# What are the Benefits of Landmark Designation and Preservation?

*Whether designated on the National Register, State Register, or as a Local Landmark in or out of a Local District, you can benefit from owning a designated structure.*

## **Benefits include:**

- Honoring your building's place in Berthoud's history.
- Protecting owners' investments to a greater degree compared to similar areas that are not in a local historic district.
- Ensuring the protection of your building's character for future generations.
- Qualifying for the State Income Tax Credit for Historic Preservation.

## **Additional benefits may apply in certain circumstances such as:**

- Eligibility to compete for funding from the State Historical Fund.
- Potential to qualify for a Federal Investment Tax Credit if your building is an income-producing property.
- If your structure is designated at the local level, you'll have access to Historic Preservation Advisory Committee members and Town Staff for their guidance on creating sensitive alterations.

# National, State, and Local Designation: What's the Difference?

*There are three types of landmark designations, each put in place to honor a building's historical, architectural, or geographical value. A building can be listed on just one, or all three levels. This brochure mainly focuses on local designation, because it is the only level of designation that requires review when alterations are made, but we do want you to know a little about all three levels.*

## 1. The National Register of Historic Places

The National Register of Historic Places is managed by the National Park Service in conjunction with the State Historic Preservation Office. Unless a property is exceptionally significant, a structure must be at least 50 years old to be considered. Listing your building on the National Register recognizes its significance, but does not provide any protection from demolition or alteration. Buildings listed on the National Register are eligible for tax credits for rehabilitation projects. For more information, visit [www.nps.gov](http://www.nps.gov).

## 2. Colorado State Register of Historic Properties

The State Register is managed by History Colorado's Preservation Office. Properties listed on the National Register are automatically listed on the State Register. Buildings can also be listed separately on the State Register. Like the National Register, properties must be at least 50 years old to be considered and are not protected from demolition or alteration, but State registered properties may be eligible for the State Income Tax Credit. In Berthoud, such projects are reviewed by the HPAC. For more information, please visit [www.berthoud.org/hpacplace](http://www.berthoud.org/hpacplace) to balance historic qualities with the demands of today. The HPAC is eager to collaborate with property owners on successful efforts. The more you know about the process before beginning, the simpler it will be.

### **3. Local landmark designation**

In Berthoud, local landmarks and historic districts are coordinated by Berthoud's Historic Preservation Advisory Committee. Many individual landmarks and one historic district have been designated in the community. Designation can apply to a single structure or a district.

A historic district designation considers the value of a collection of buildings rather than just one. Buildings within the district are distinguished as 'contributing' or 'non-contributing.' Contributing buildings were present during the district's "period of significance", while non-contributing buildings were either constructed outside this time period of significance or are no longer recognizable as such.

Individual designation is where a property owner designated only his/her own building. All of the benefits available to a district designation apply to individual designations.

**The Berthoud Development Code allows the HPAC to recommend action on the following:**

- Designation as either a historic structure or historic district.
- Proposals for alterations to the exterior of designated structures or elements of historic significance.
- Moving or demolishing a historic structure.
- Conducting public education programs.
- Conducting surveys of historic properties.
- Preserving the historic character of the Town.
- Supporting financial assistance for preservation-related programs.
- Removing properties from the Local Register due to acts of God, undue hardship, and public health or safety concerns.

# What Makes a Building or District Eligible for Local Designation?

*A building or district may be designated at the local level if it is at least 50 years old and meets one or more of the criteria listed below:*

- It has a direct association with the historical development of the community, state, or nation.
- It is the location of a significant historic event.
- It is identified with a person or persons who significantly contributed to the culture or development of Berthoud.
- It exemplifies the cultural, economic, social, or historic heritage of the Town.
- It portrays of the environment of a group of people in an era of history characterized by a distinctive architectural style.
- It embodies distinguishing characteristics of an architectural type or specimen.
- It is identified as the work of an architect or master builder whose individual work has influenced the development of the Town.
- It embodies the elements of architectural design, detail, materials, or craftsmanship that represent a significant architectural innovation.
- It relates to other distinctive areas that are eligible for preservation according to a plan based on a historic, cultural, or architectural motif.
- It is in a unique location or has a singular physical characteristic representing an established familiar visual feature of a neighborhood or the Town.



## **What Changes Can I Make to My Locally Designated Property?**

*Living in a designated home doesn't mean you cannot update some of the building's dated elements. Acceptable projects include compatible additions, alterations, rehabilitation, and restoration.*

*If your building is a locally designated landmark or in a historic district, you are required to have proposed changes that affect the exterior of your property reviewed and approved by the HPAC. Interior alterations do not require HPAC approval.*

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What changes can I make?

### **What specific work is eligible for a tax credit?**

Exterior improvements including the replacement/repair of roofs, exterior siding, masonry, windows, door, woodwork and trim, foundations, and excavation work related to foundations. Interior improvements including repairs and upgrades to electrical, plumbing, heating, air conditioning, walls and finishes, woodwork, floors (excluding carpeting), and insulation.

### **What is the tax credit I can receive?**

After certification of expenses, property owners of listed structures are eligible for a credit of 25% of the qualified expenditures from your State of Colorado tax liability. The credit is a not-to-exceed amount of \$50,000.

### **What resources are used in reviewing a project?**

The HPAC has adopted the Secretary of the Interior's Standards for the Treatment of Historic Properties for guidance in reviewing projects. The Standards are a publication created by the National Park Service and are heavily relied on by preservation professionals across the country. The town also uses local guidelines which are specific interpretations of the Standards.

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*All of the Town's design guidelines are available on our website, [www.berthoud.org](http://www.berthoud.org).*

*The National Standards are available online at [www.nps.gov](http://www.nps.gov).*

# What does the Design Review Process Entail?

*First, determine if your project requires review. A phone call to the town preservation staff can answer your questions and assist you in the process. Projects that require review include proposed demolition, new construction or additions, and exterior alterations (including painting and window replacement). Projects that do not require review include interior work that does not alter the exterior and work that does not require a building permit. Once you have determined the scope of your project, it is time to begin the review process. Remember, staff is available to answer any questions!*



## **What about demolition?**

Buildings that are individually landmarked or located in a historic district (at the local level) cannot be demolished without approval from the HPAC, which is granted only in unusual or extreme circumstances. For information, please contact town staff.

### **1. Application**

First, submit a Design Review Application and supplemental materials (photographs, plans, elevations, etc.) to town staff. Applications are available online at the town's website or from the Community Development Department.

### **2. Preliminary staff review**

Next, staff will review the proposal based on the applicable design guidelines. This is a great opportunity to gain valuable feedback about your project. At this time your project may receive an administrative approval, and you'll be ready to go. Being well prepared will help you get through this step smoothly.

### **3. Formal review**

Projects that require additional analysis are reviewed by the members of the HPAC. A typical meeting includes presentations by staff and the applicant, questions from the HPAC, discussion, and a recommendation to the Town Board. The project is then reviewed by the Town Board and approved, approved with conditions, or held until additional information is submitted and continued to a later meeting, or denied.

### **4. Approval**

Once a project is approved, a staff member will issue an approval letter to the applicant.

# Frequently Asked Questions

## **Can I really make changes to my property?**

Many homeowners are concerned about heavy restrictions if they live in a designated home or are considering applying to have their home designated. In reality, there is significant flexibility. The design review required as part of a proposed project can be very helpful and result in a successful project that provides you with new, modern amenities that are sensitive to your property's historic character.

## **What about energy efficiency?**

In the preservation world, the phrase “the greenest building is one that is already built” has become a mantra. Many historic structures are inherently ‘green’ with thick masonry walls to help keep buildings cool in the summer and retain heat in the winter. The embodied energy, or total energy, used to construct and maintain the building is significantly less than the energy consumption required to demolish an old structure and construct a new one. Learn more about easy upgrades you can make to increase efficiency by visiting the National Trust for Historic Preservation at [www.preservationnation.org](http://www.preservationnation.org).

## **What is the economic impact of designation?**

It's widely accepted that historic preservation is a tool for economic development, and studies have shown that property values for buildings located in historic districts are often stabilizing. This occurs in part because of the investments made to rehabilitate the homes as well as the added prestige of owning a designated structure. In Berthoud's local historic district, you are assured that alterations to adjacent properties must go through the review process to help insure that the neighborhood's overall character remains intact. To view studies on the topic visit the National Trust for Historic Preservation website: [www.preservationnation.org](http://www.preservationnation.org).

## Why should I keep my historic windows?

Many people imagine window replacement as a solution to making their home more energy efficient. This is because the common misconception that single-pane glass and wooden window frames lead to energy loss. In fact, most of the problems are caused by gaps and 'Leaks' in the window surround which can be addressed without extensive work or replacement.

Maintaining your original windows retains the historic character of the building, keeps debris out of landfills, and- if taken care of- older windows can last centuries (while newer brands often last only a few decades). For these reasons rehabilitation or restoration of historic windows is almost always preferred to replacement. However, if windows are deteriorated beyond repair or are non-historic, window replacement is an option. Design guidelines specify that such replacements be comparable to the original windows in terms of material, size, and configuration.

## What about painting?

Exterior paint color is an extremely important aspect in maintaining the integrity of a historic district or home and is often overlooked. Not all of the thousands of available paint colors we have today were available during construction when

your structure was built.

A paint analysis, where a careful scraping process can expose the various layers of paint applied- including the original color scheme, is an option to consider. Another important aspect to consider is context: what color are the adjacent homes? This needs to be evaluated on a case by case basis.



# Resources

## **National Parks Service Presentation Briefs**

For detailed information on how to successfully preserve, restore, or rehabilitate your home, the National Parks' Preservation Briefs are invaluable. Topics include how to properly clean masonry, repair windows, and dispose of lead paint. The preservation briefs are free and available at [www.nps.gov/history/tps/how-to-preserve/briefs.htm](http://www.nps.gov/history/tps/how-to-preserve/briefs.htm)

## **Secretary of the Interior's Standards**

Initially created to determine the appropriate method of preservation, rehabilitation, and restoration for projects benefiting from Federal Tax Incentives, the Standards are now widely used by homeowners and municipalities for guidance. The guidelines are available at [www.nps.gov/history/tps/standards.htm](http://www.nps.gov/history/tps/standards.htm)

## **Researching History** (your area or other favorites)

History Colorado provides extensive research materials in the Stephen H. Hart Library and Research Center. Contact them at 303-866-2305 or at [www.historycolorado.org/researchers/online-research](http://www.historycolorado.org/researchers/online-research)

## **Historic Research at the Berthoud Public Library**

The Berthoud Public Library is an excellent local resource for researching your building. Located at 236 Welch Ave, Berthoud, CO, 80513 or contact online at [www.berthoudlibrary.org](http://www.berthoudlibrary.org)

## **Historic Research at Little Thompson Valley Pioneer Museum**

The Little Thompson Valley Pioneer Museum and Berthoud Historical Society are an outstanding resource for researching local history. They have extensive background material including historic images and are located at 224 Mountain Ave, Berthoud, CO, 80513. Contact the Little Thompson Valley Pioneer Museum at 970-532-2147 or [www.berthoudhistoricalsociety.org](http://www.berthoudhistoricalsociety.org)

# Contacts

## **Town of Berthoud Community Development Department and Berthoud Historic Preservation Advisory Committee**

For questions regarding permit requirements, accessing background information, guidelines, or other aspects of designating a structure. 807 Mountain Ave, Berthoud, CO, 80513. 970-532-2643 or [www.berthoud.org](http://www.berthoud.org)

## **History Colorado**

History Colorado is a state agency committed to collecting, preserving, and interpreting Colorado's history. 1200 Broadway, Denver, CO, 80203. 303-447-8679 or [www.historycolorado.org](http://www.historycolorado.org)

## **National Trust for Historic Preservation**

A non-profit organization dedicated to helping people protect, enhance, and enjoy places that matter to them.

The Watergate Office Building, 2600 Virginia Ave Ste 1000, Washington, DC, 20037. 202-588-6000 or 800-944-6847 or [www.preservationnation.org](http://www.preservationnation.org)



# Acknowledgements

Every attempt has been made to present accurate and factual material in order to provide you with the best possible information as you consider designating your property.

The Historic Preservation Advisory Committee (HPAC) has worked with town staff to develop this brochure. Information presented here is from the National Trust, National Park Service, History Colorado, Historic Denver, Inc., the City of Greeley, and the Colorado Legislature.

## We Hope We've Helped!

We hope this brochure answered some of your questions about designating and owning a historic property

For many years, the Berthoud Historic Preservation Advisory Committee has been an integral part of preserving buildings and neighborhoods in Berthoud. It is our mission to be a resource for the citizens of our community.



[www.berthoud.org](http://www.berthoud.org) | 970.532.1600

