

South Carolina



Planning Education Advisory Committee

Committee Members:

March 14, 2016

Stephen G. Riley, Chairman
Representing MASC
Term Expires: 2017

City of Camden
Shawn Putnam, City Planner
P. O. Box 7002
Camden, SC 29021

Phillip L. Lindler
Representing SCAC
Term expires: 2019

Dear Mr. Camden:

Cliff Ellis
Representing Clemson
University
Term expires: 2016

Re: *Citizens Planning College – Historic Preservation*

Dennis Lambries
Representing USC
Term expires: 2016

On February 29, 2016 I received the Program Materials you submitted for accreditation of the Continuing Education Course detailed above. Upon receipt of your application, I sent an email to confirm receipt by all Committee members and set a deadline for comments

Wayne Shuler
Representing SCAPA
Term expires: 2018

Under the “no objection policy” adopted on July 8, 2009, your request is considered approved. Your signed “Notice of Decision” is attached. Formal, after-the-fact approval will be handled as part of a Consent Agenda at the regular quarterly meeting of the Committee, which is scheduled for Monday, April 25, 2016 at 10:00 a.m.

Thank you for your efforts to help make this program a success.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen G. Riley".

Stephen G. Riley, ICMA~CM
Chairman

cc: Phillip Lindler, Cliff Ellis, Dennis Lambries and Wayne Shuler

NOTICE OF DECISION

City of Camden – Citizens Planning College/Historic Preservation

12. The following action has been taken by the SCPEAC on this application:

- a) ACCREDITED for 1.5 CE credits per class (4 Classes)
- b) DENIED ACCREDITATION
 - i. Reason: _____
- c) RETURNED for more information

13. If accredited:

- a) Approved Course No.: 2016-04
- b) Date of accreditation: 03-14-2016
- c) Comments: None

Signature of SCPEAC Representative:  _____

**For further information, contact Mr. Stephen Riley, Chairman,
843-341-4701 or steve@hiltonheadislandsc.gov**

**LOCAL OFFICIAL'S CERTIFICATION OF NEED
FOR CONTINUING EDUCATION PROGRAM**

NOTE: The Planning Director of a jurisdiction, or the COG Director serving a jurisdiction, may certify to the SCPEAC that a particular continuing education program is appropriate to meet the needs of that jurisdiction.

This certification form, together with the required information referenced therein, shall be submitted to the Committee. **If no objections are raised** by a member of the SCPEAC within 10 working days of receipt, the continuing education program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled, with appropriate public notice, as soon as reasonably possible, to review the application.

Applications are due no later than 30 days prior to the first scheduled presentation of a program or class. The Committee will consider extenuating circumstances where the 30 day deadline cannot be met.

1. Certifying Official's Information:

- a. Name: Shawn Putnam
- b. Title: City Planner
- c. Jurisdiction for which certification is being made: City of Camden
- d. Address of Jurisdiction: P.O. Box 7002
- e. City: Camden
Zip Code 29021
- f. Telephone: 803-432-2421
- g. Email: putnam@camdensc.org
- h. For COG Directors:
 - i. Name of COG: _____
 - ii. Address of COG: _____
 - iii. City: _____
Zip Code: _____
 - iv. Telephone: _____
 - v. Email: _____

2. Information on Educational Program:

- a. Title of Program: Citizens Planning College - Historic Preservation
- b. Name of Organization that is providing or sponsoring the Program:
 - i. Organization: City of Camden

ii. Street Address: 1000 Lyttleton Street

iii. City: Camden

State: SC

Zip Code: 29020

iv. Contact Person: Shawn Putnam

v. Title: City Planner

vi. Telephone: 803-432-2421

vii. Email: putnam@camdensc.org

c. Date(s) and Location(s) of Program:

May 5, 12, 19, 26, 2016

d. Briefly describe the program and why it is relevant to your jurisdiction:

Camden is the oldest inland city in South Carolina. As such, historic preservation is very important to the community. Preserving historic structures in the city contributes to the character of the community. The program consists of a introduction to historic preservation concepts, a state perspective on historic preservation by the State Historic Preservation Office, and descriptions of how the Camden Historic Landmarks Commission operates and applies historic preservation guidelines to specific projects.

3. Method of presentation (check all that apply. All sessions must have a Coordinator present):

- a. Presentor(s) in room with participants
- b. Live presentation via close circuit TV, video conferencing, or similar; Coordinator present
- c. Videotape or CD/DVD presentation; Facilitator present
- d. Webinar or similar; Coordinator present
- e. Other (describe) _____

4. Description of materials to be distributed (check/fill in all that apply):

a. Powerpoint handout: <input checked="" type="checkbox"/>	number of slides: 99
b. Other handouts: <input type="checkbox"/>	total pages:
c. CD/DVD: <input type="checkbox"/>	
d. Other (describe) _____	
e. None: <input type="checkbox"/>	

5. When are materials distributed?

- a. Sent before the program:
- b. Handed out at the program:
- c. Other (describe) _____

6. Required attachments (5 copies distributed as described below):

- a. Course description and outline including estimated time per section
- b. Brochure, if available
- c. Course Presenter(s) and credentials (include brief resumes and qualifications)
- d. Copies of all handouts and course materials
- e. Evaluation Form and method of evaluation (each program must be evaluated)

7. Instruction Time:

- a. Indicate the total minutes of instruction time: 6.0 hours

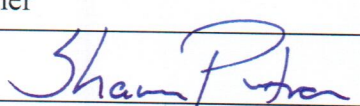
Note: Breaks, meals and introductions should not be counted. A reasonable period of Q and A should be included and counted.

8. Local contact person (if other than Certifying Official):

- a. Name: _____
- b. Title: _____
- c. Jurisdiction: _____
- d. Telephone: _____
- e. Email: _____

9. Certification. By Submitting this application, the applicant agrees to:

- a. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel or lodging costs will be the responsibility of the Committee member(s).
- b. The Certifying Official acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.
- c. I do hereby certify that this program satisfies the current continuing education needs of this community.

- i. Name: Shawn Putnam
- ii. Title: City Planner
- iii. Signature: 
- iv. Date: 2/29/2016

Historic Preservation Course Outline

Week 1

- National Historic Preservation Act of 1966
- National Register program
- State and federal historic preservation tax credits
- State Historic Preservation Office

Week 2

- Define historic preservation
- Outline basic tenets of historic preservation (preserve historic structures, specific examples of architecture, ensure continued use of buildings)

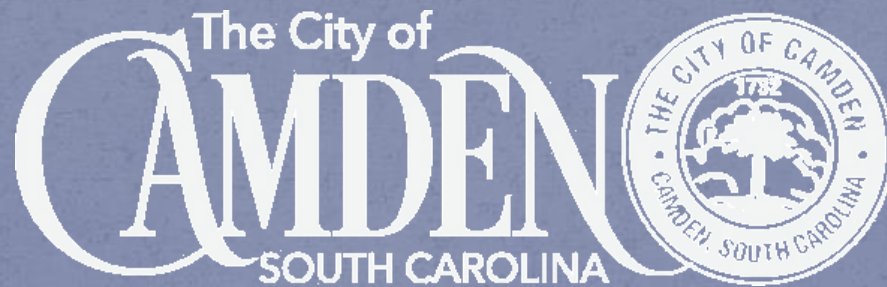
Week 3

- Explanation of Section 158 of city code (historic preservation ordinance)
- Define historic property in context of ordinance and explain historic designation process
- Certificate of Appropriateness (when it is required and how to apply for one)
- Discussion of Bailey Bill

Week 4

- Introduction to the Camden Design Guidelines
- Review of specific sections of Camden Design guidelines and explanation of how guidelines are applied for specific projects

Citizens Planning College Historic Preservation



Course Schedule

- Week 2: General preservation principles
- Week 3: Camden Historic Landmarks Commission
 - Location of historic properties in Camden
 - Project approval process
 - Bailey Bill
- Week 4: Camden Design Guidelines
 - Examples of specific building elements

What is Historic Preservation?

- It seeks to preserve, conserve and protect buildings, objects, landscapes or other artifacts of historical significance
- Maintains integrity of historic places
- Helps preserve historical resources for future generations



Myth #1

- Historic designation will lower my property values.
- In Columbia, house prices in local historic districts increased 26% per year faster than the market as a whole. (2000 study by SC SHPO)
- In six smaller towns and cities across the state, local historic district status was a positive factor in determining the value of a house. For example, in Georgetown, houses in the local historic district sold for 11% more than comparable non-district houses, while in Anderson, district houses sold for 36% more. (2000 study by SC SHPO)

Myth #2

- If my property is designated as historic, I won't be able to change it in any way, and I don't want my property to become like a museum.
- Historic designation does not prevent change, it manages it
- Changes must be consistent with historic preservation standards

Myth #3

- Historic preservation is bad for business.
- Historic preservation is at the heart of many economic development and business attraction programs.
- Preservation-based programs encouraged by the National Main Street Center over the past 25 years have resulted in \$45 billion in investment and created 370,000 new jobs.

Myth #4

- Preservation is more expensive than new construction.
- Rehabilitating an existing structure is generally more cost-effective than building a new building.
- Recent calculations indicate that it takes 35-50 years for an energy-efficient new building to save the amount of energy lost in demolishing an existing building.

Myth #5

- Old buildings are not as safe as new ones.
- “They don’t build ‘em like they used to.”
- Older buildings may need safety upgrades, but generally they perform better in natural disasters
- After the Northridge earthquake in Los Angeles, most catastrophic damage occurred to newer construction not to historic buildings

Myth #6

- Preservation is an un-American violation of property rights.
- Preservation requirements have been upheld in several US Supreme Court cases
- Many people volunteer to live under restrictive covenants enforced by HOAs that are more restrictive than historic preservation requirements

Overarching Preservation Principles

- Preservation generally focuses on the ongoing maintenance and repair of historic features and materials rather than extensive replacement and new construction
- Rehabilitation includes adapting a property for a compatible use through repair, alteration or additions while preserving historic and architectural features

Overarching Preservation Principles

- Restoration accurately depicts the form, materials, features and characters as it appeared in a particular period of time
- Reconstruction depicts with new construction, the form, materials, features and character of a property that no longer exists, usually in its historic location

Steps to Consider for a Successful Preservation Project

A successful preservation project shall consider the significance of the historic resource, its key features, and the project's program requirements. When altering a historic building, it is also important to consider preservation and repair prior to contemplating any replacement. The tables and diagrams below and on the following pages provide overall guidance for planning a preservation project. Follow the steps below when planning a preservation project.

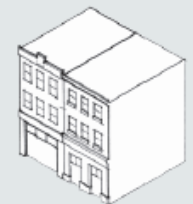
Step 1. Review reasons for significance: The reasons for significance will influence the degree of rigor with which the guidelines are applied, because it affects which features will be determined to be key to preserve. Identifying the building's period of significance is an important first step.



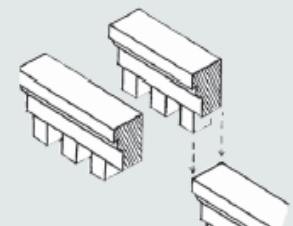
Step 2. Identify key features: A historic property has integrity. It has a sufficient percentage of key character-defining features and characteristics from its period of significance which remain intact.



Step 3. Identify program requirements for the desired project: The functional requirements for the property drive the work to be considered. If the existing use will be maintained, then preservation will be the focus. If changes in use are planned, then some degree of compatible alterations may be needed.



Step 4. Implement a treatment strategy: An appropriate treatment strategy will emerge once historic significance, integrity and program requirements have been determined. A preservation project may include a range of activities, such as maintenance of existing historic elements, repair of deteriorated materials, the replacement of missing features and construction of a new addition.



Preferred Sequence of Actions

Selecting an appropriate treatment for a character-defining feature is important. The method that requires the least intervention is always preferred. By following this tenet, the highest degree of integrity will be maintained. The following treatment options appear in order of preference. When making a selection, follow this sequence:

Step 1. Preserve: If a feature is intact and in good condition, maintain it as such.



Step 2. Repair: If the feature is deteriorated or damaged, repair it to its original condition.



Step 3. Replace: If it is not feasible to repair the feature, then replace it in kind, (e.g., materials, detail, finish). Replace only that portion which is beyond repair.



Step 4. Reconstruct: If the feature is missing entirely, reconstruct it from appropriate evidence. If a portion of a feature is missing, it can also be reconstructed.



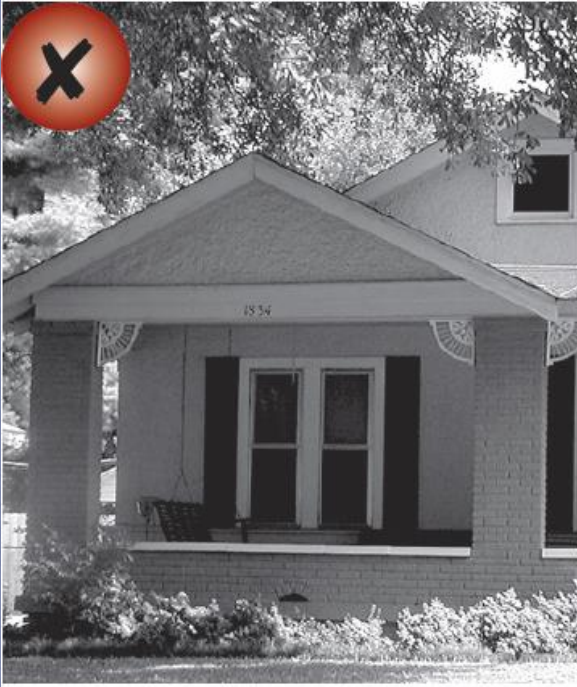
Step 5. Compatible Alterations: If a new feature (one that did not exist previously) or an addition is necessary, design it in such a way as to minimize the impact on original features. It is also important to distinguish a new feature on a historic building from original historic elements, even if in subtle ways.

General Design Guidelines

- Preserve original building materials
- Preserve architectural details and features
 - Porches
 - Balustrades
 - Windows
 - Columns
 - Doors
 - Shutters
 - Chimneys



General Design Guidelines



Adding Victorian style trim to a Craftsman Bungalow is an example of adding a detail that is not a part of a building's history, and is inappropriate.

- Avoid adding elements or details that were not part of the original building
- Repairing a feature is preferred to replacement
- Repair only the features that are deteriorated
- Protect wood features from deterioration

General Design Guidelines

- Be careful when cleaning surfaces before repairs or improvement are made (No sandblasting!!)
- Maintain paint and other protective coatings on wood and metal
- Use compatible type of paint for surface
- Do not paint masonry (unless already painted)
- Consider removing non-original materials used to cover original materials (i.e. vinyl siding covering wood siding)

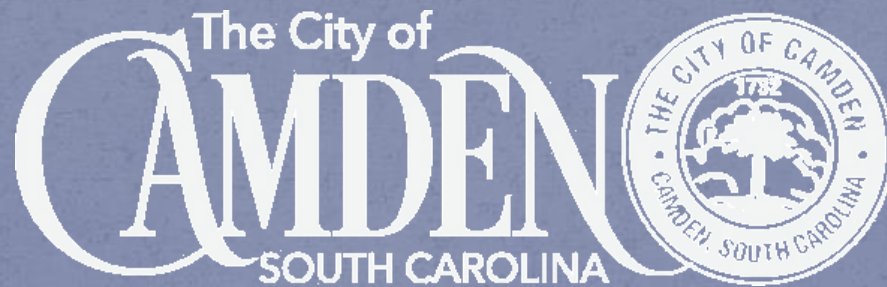
General Design Guidelines



When reconstruction of an element is impossible, develop a new design that is a simplified interpretation of it, as this detail is.

- Replacement of missing or deteriorated architectural details shall be accurate
- Only replace portion of element that is damaged
- If reconstruction is not possible, developed a new simplified interpretation of detail

Citizens Planning College Historic Preservation



This week:

- Historic Properties in Camden
- Historic Landmarks Commission
- Certificate of Appropriateness
- Bailey Bill

Historic Preservation in Camden

- Section 158 of Camden City Code contains requirements for historic preservation in Camden
- Defines a “Camden Historic Property” and outlines property designation process
- Creates Historic Landmarks Commission
- Establishes requirement for a Certificate of Appropriateness (COA) for modifications to a historic property

Camden Historic Properties



- Collective term that applies to any property designated as “Historic Property” by City Council
- All Historic Properties are under the jurisdiction of the Historic Landmarks Commission

Camden Historic Properties

- Camden Historic Landmark – must be at least 100 years old
- Camden Historic Site – must be at least 50 years old
- Camden Archaeological Site – must be at least 50 years old and have archeological information
- Camden Historic District – a collection of properties that are similar in history, development pattern or architecture

Criteria for Local Designation

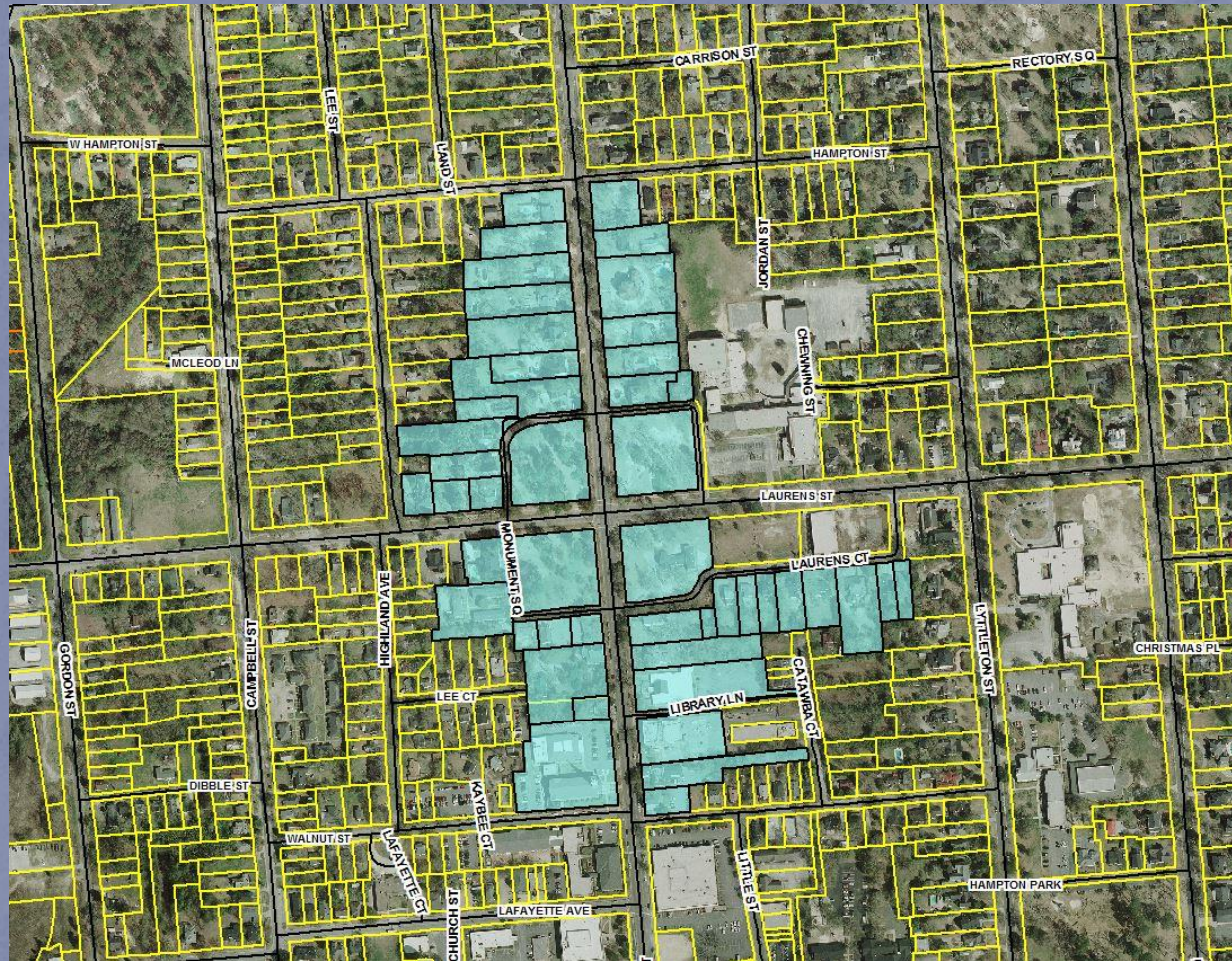


- Historic significance
- Architectural and engineering importance
- Geographic importance
- Archaeological importance
- Historic District

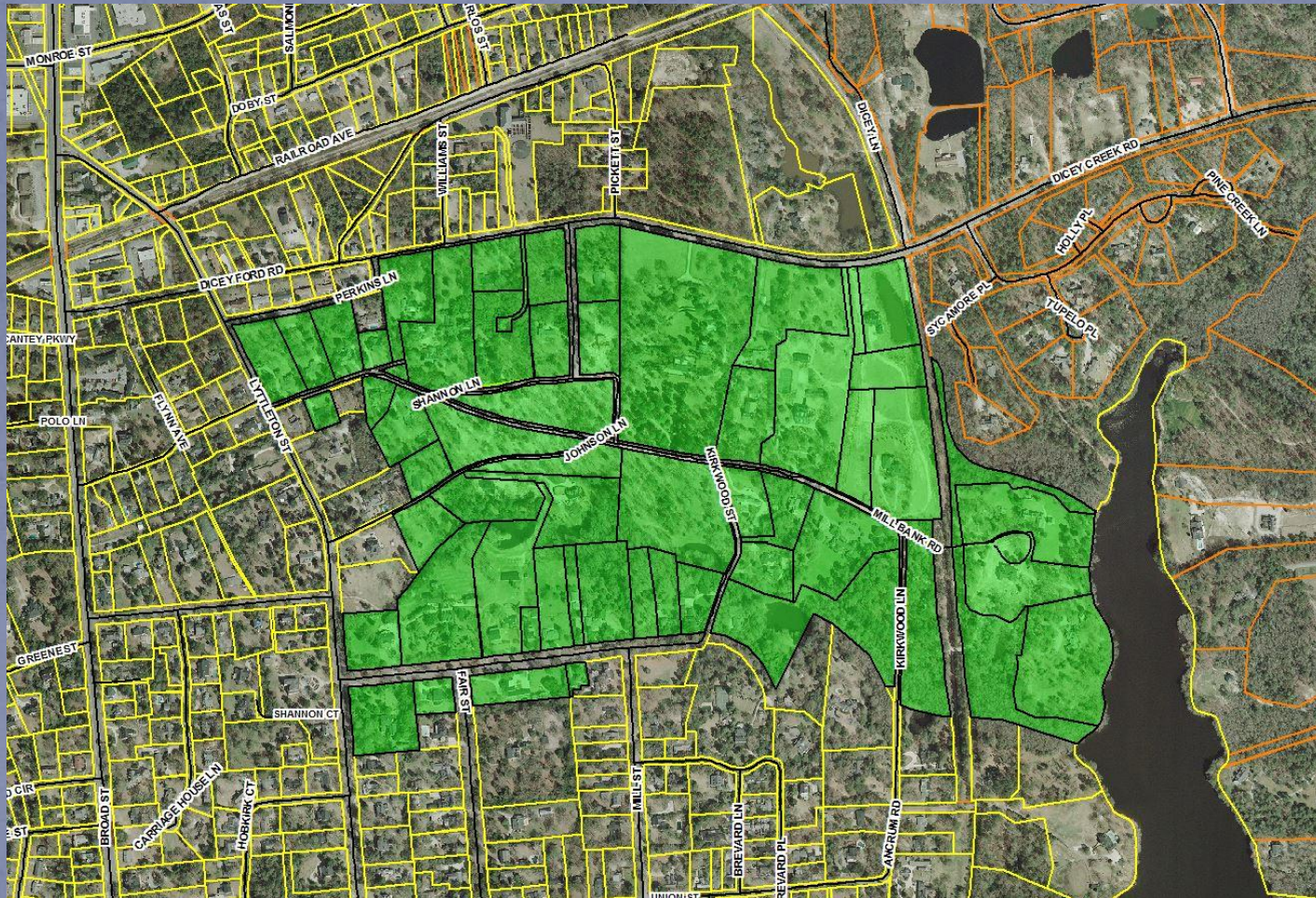
Camden Historic Properties

- Properties included in districts were designated when section 158 was approved by City Council
- Any other properties that are designated must:
 - Have property owner's permission
 - Recommended by Historic Landmarks Commission and Planning Commission
 - Approved by City Council

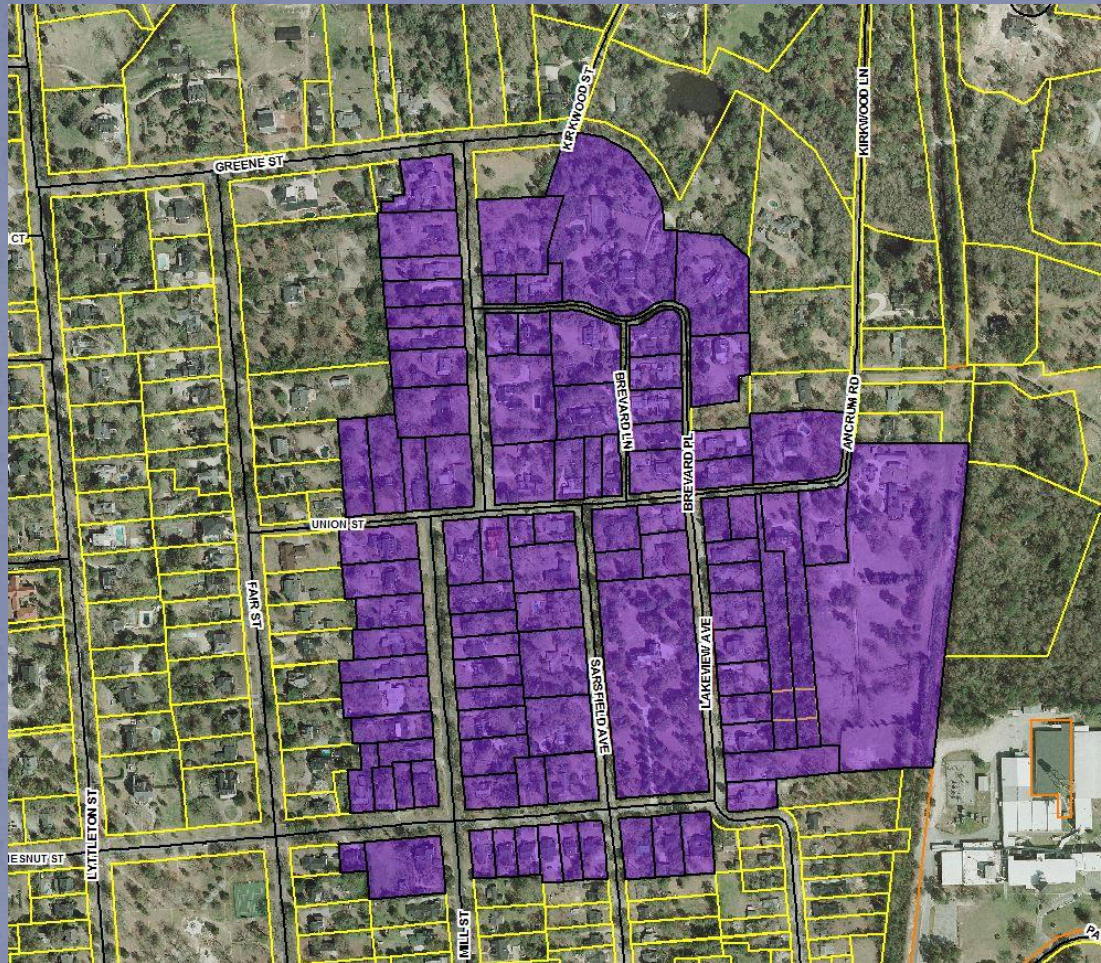
Logtown Historic District

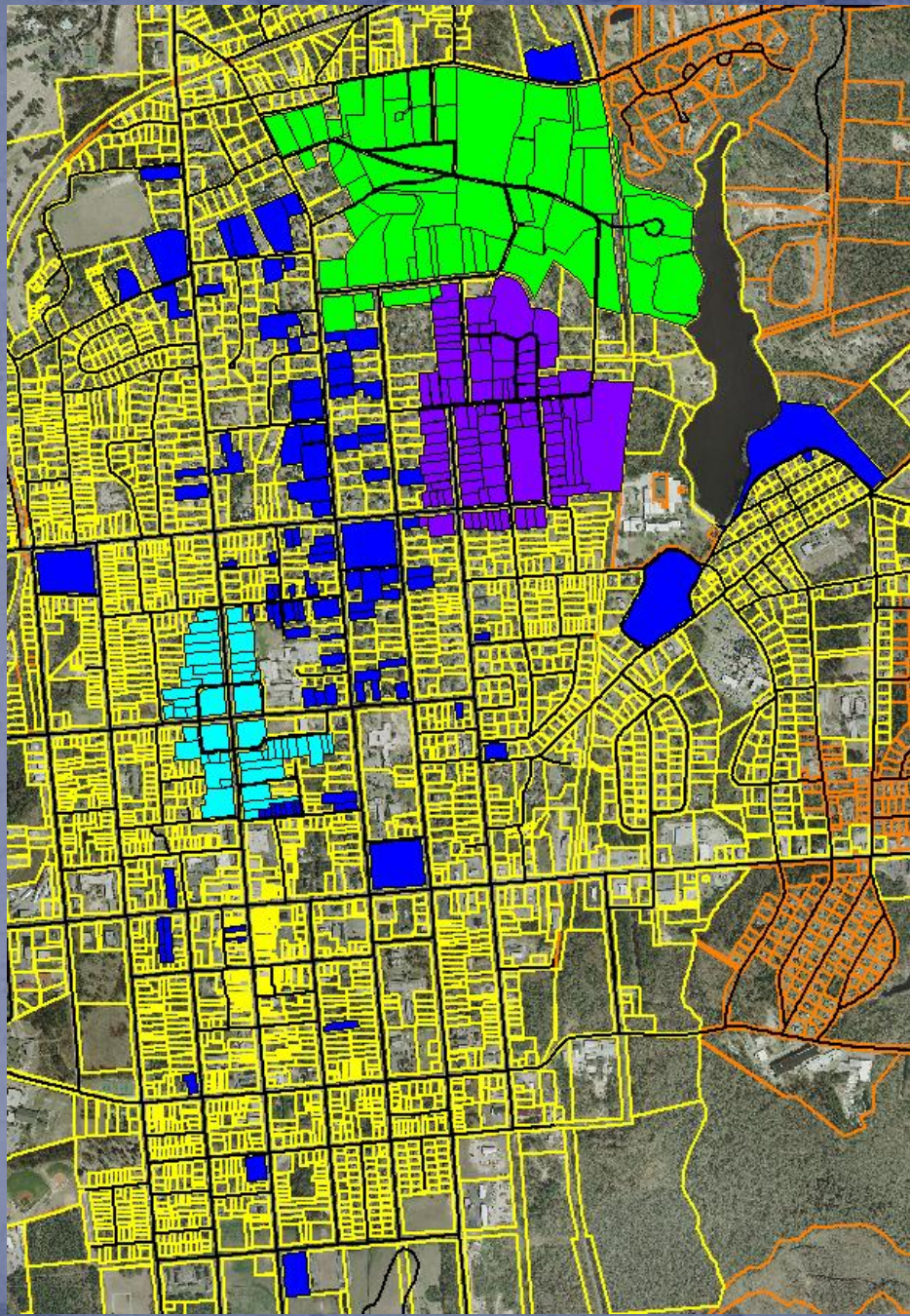


Kirkwood Historic District



Sarsfield Historic District





Historic Landmarks Commission

- Consists of 5 members appointed by City Council
- Members serve two year terms with a limit of three terms
- Responsible for issuing COAs for major projects to Camden Historic Properties



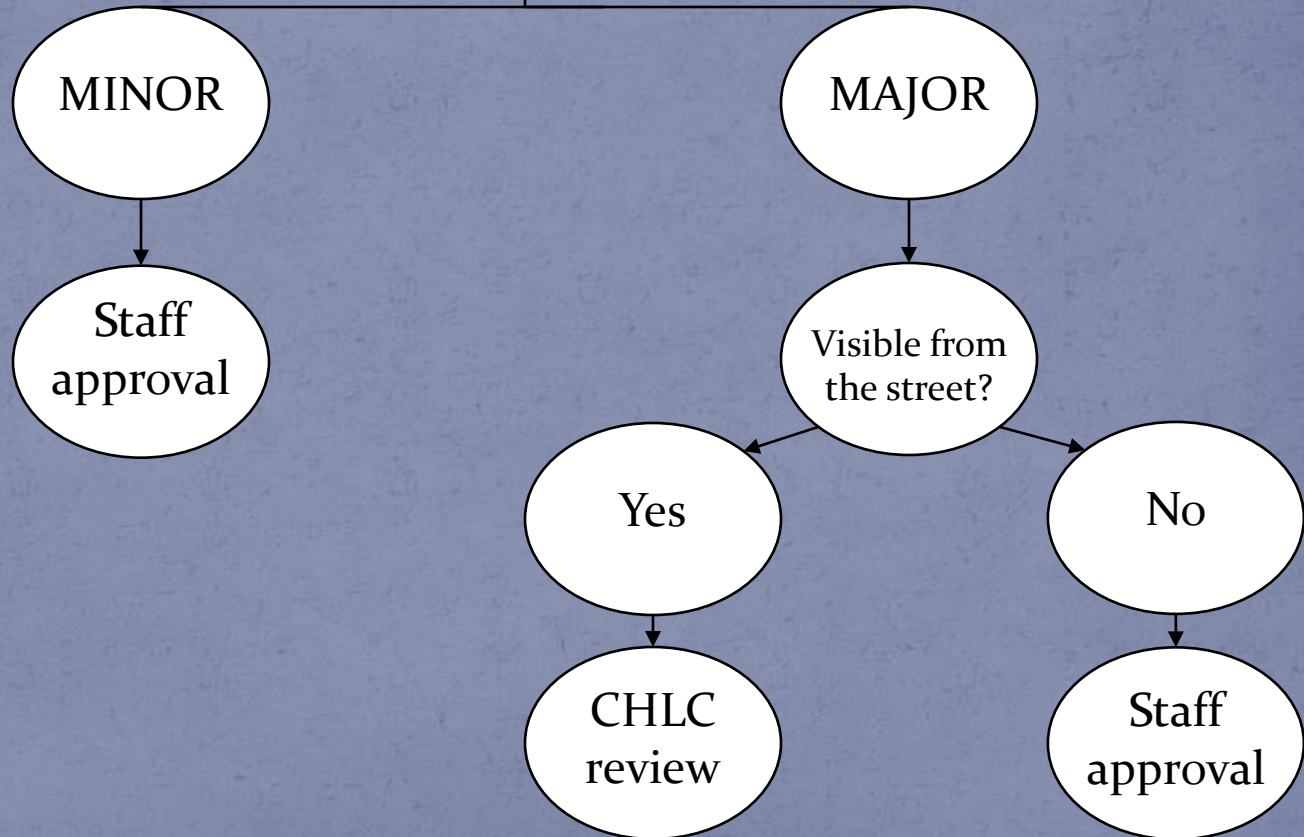
Certificate of Appropriateness (COA)

- Required for improvements to the exterior of a Camden Historic Property
- Improvements include, but are not limited to:
 - Repainting
 - Re-roofing
 - Maintenance and repair work
 - Replacement of siding, windows, doors, porch railing, or other features
 - Additions
 - New construction

Certificate of Appropriateness (COA)

- Minor project
 - Defined as “Projects involving repairs and ordinary maintenance, which involve a building permit but do not alter design, materials, color, or outer appearance of Camden Historic Properties.”
 - Approved by staff
- Major project – any project that does not meet the definition of a minor project
 - Approved by Commission
- A COA is not required for interior projects

COA Process



Bailey Bill

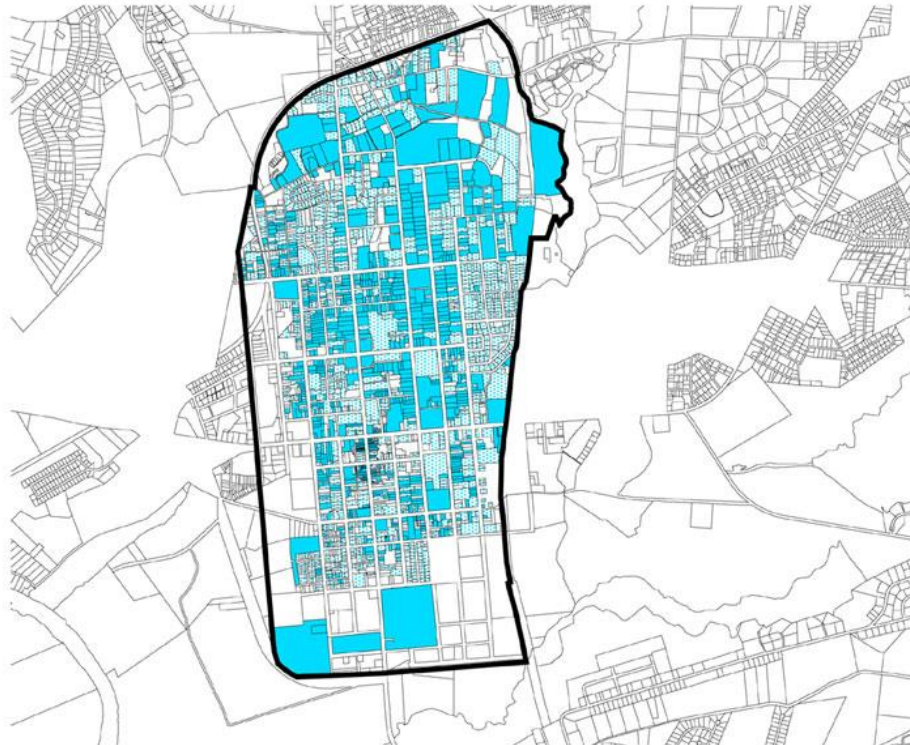
- SC Code of Laws §4-9-195 and §5-21-140
- Adopted by the State of SC in 1990
- Allows local governments to grant tax assessment to rehabilitated historic properties and low and moderate income rental properties
- The pre-rehab assessed value is locked in for up to 20 years.
- At least 20 percent of the building's value has to be spent on the renovations.

The Bailey Bill in Camden

- Adopted August 25th, 2015
- Tax incentive applies for 15 years
- Eligible buildings
- Eligible rehabilitation

Camden Historic District

Camden Historic District



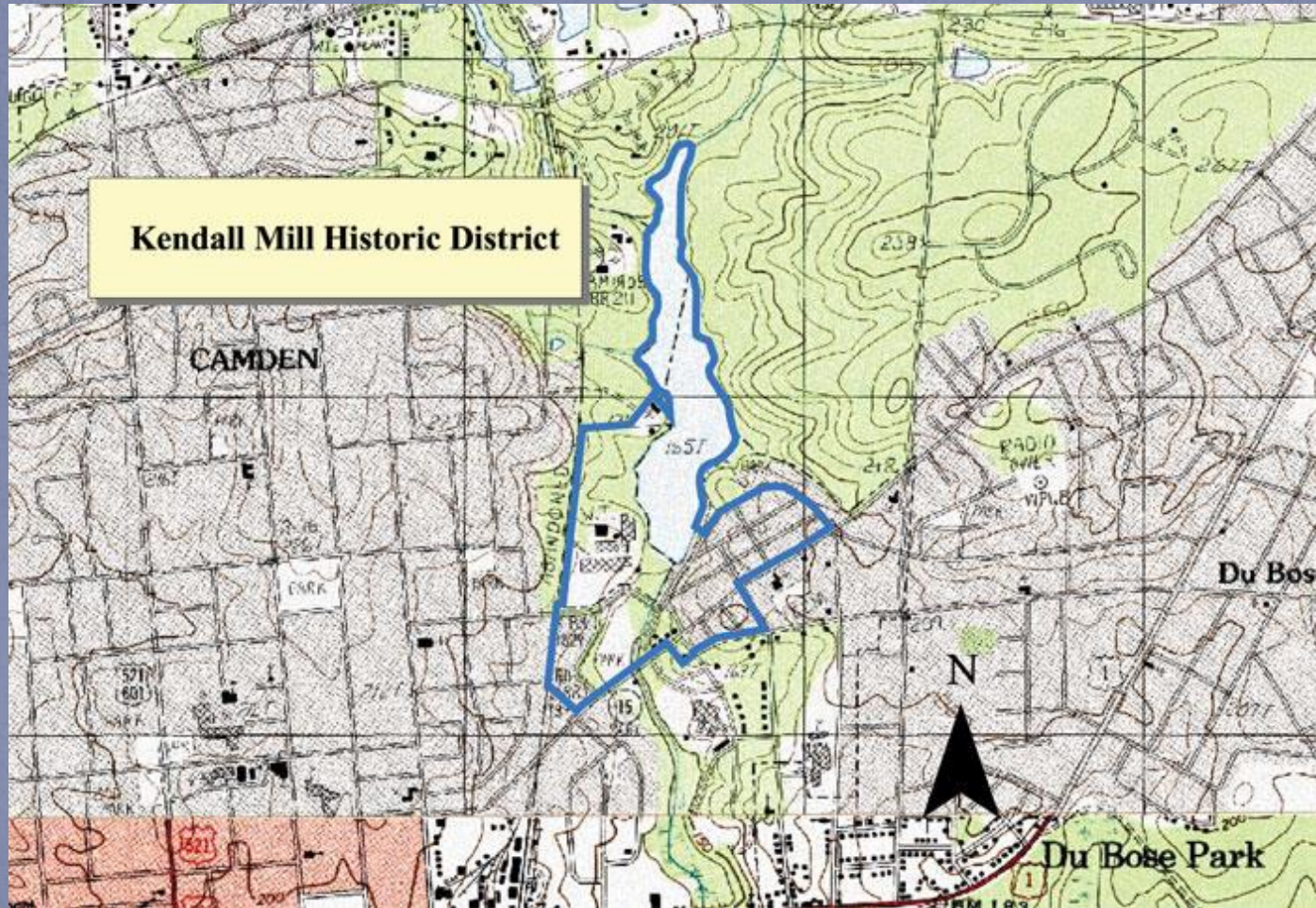
 **Contributing**
 **Noncontributing**
 **Camden Parcels**



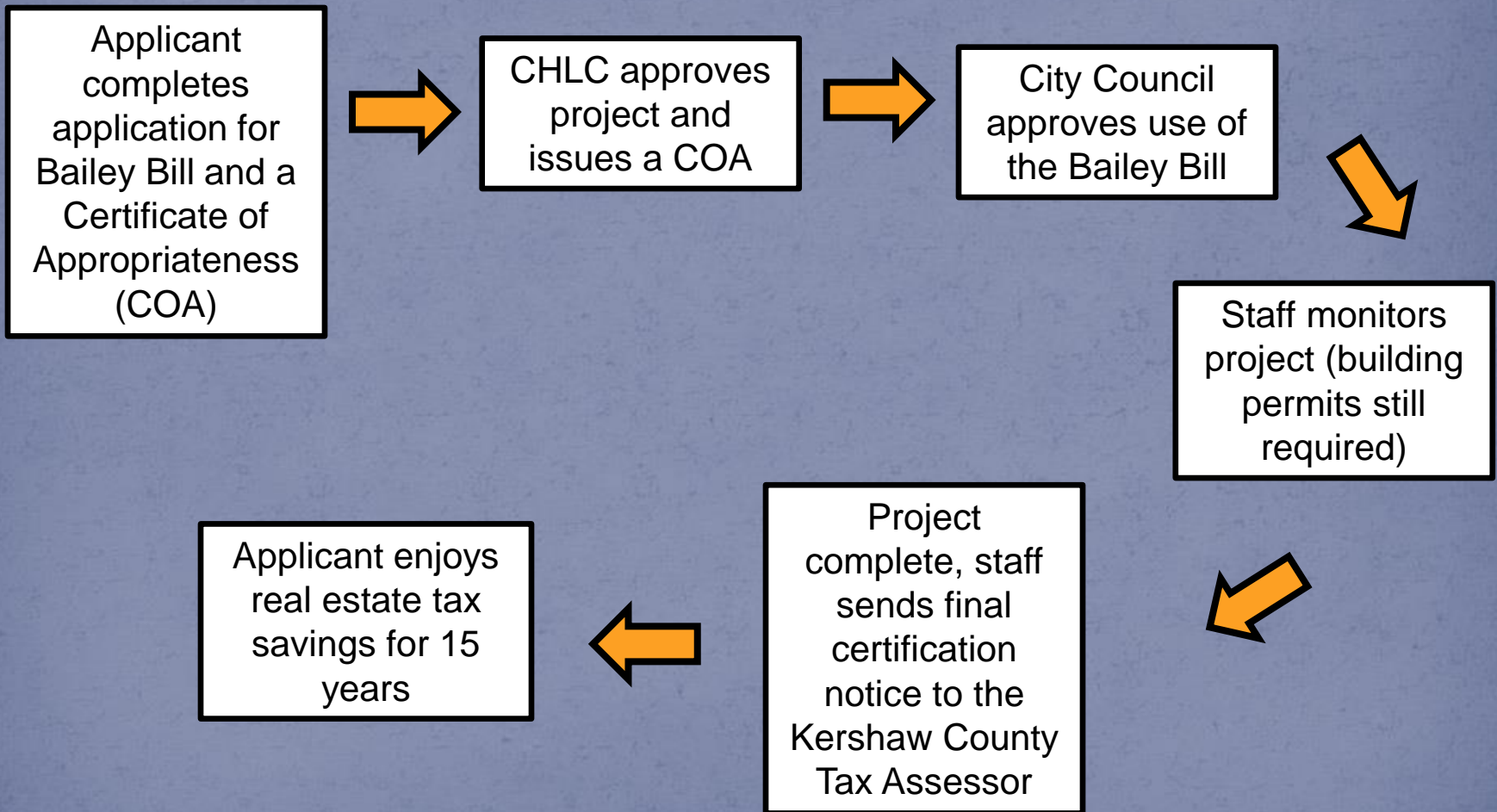
1 0 1 2 Miles

A horizontal scale bar with four segments. The first segment is labeled '1', the second '0', the third '1', and the fourth '2 Miles'.

Kendall Mill Historic District



The Bailey Bill Process



Example: Bailey Bill in Columbia

Value at time of Bailey Bill	\$117,000 for entire property
Investment	\$40,000
Qualifying expenses	Roof, gas furnace replaced, prep and paint exterior
Current Valuation by County	\$168,600
Type of Property	Single-family, owner occupied

With Bailey Bill*	Without Bailey Bill	Estimated Savings
\$893	\$1,286	\$393 per year x 20 years = \$7,860

Typical residential example



Example: Bailey Bill in Columbia

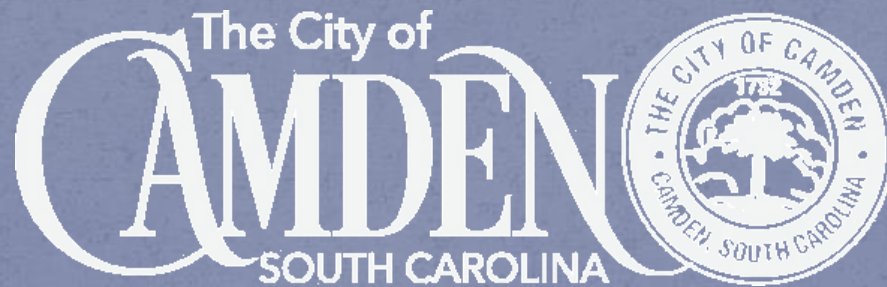
Purchase Price in 2012	\$65,500
Investment (from permits)	\$65,000
Property value frozen at	\$65,500
Changes, Improvements	Addition, pool, complete rehabilitation
Sold for in 2014	\$490,000
County's assessment of taxable value	\$371,200

With Bailey Bill	Without Bailey Bill	Savings
\$500	\$2,835	\$2,335 x 20 years = \$46,700

Non-typical residential example



Citizens Planning College Historic Preservation



507 Laurens Court









Amy Stenger holds a BS from Bowling Green State University, OH where she was an active member of Kappa Kappa Gamma Sorority. She received a Master's Degree in Community Planning from the University of Cincinnati's nationally ranked DAAP Program. Her thesis research was focused on economically viable business districts in small to mid-sized communities. She was the President of her graduate class.

Post-graduation Amy has worked in a municipal setting doing community planning, economic development, and grant writing. She has received more than 3.2 million dollars in grant funding for the City of Camden, where is currently employed in the Planning Department. She is the co-creator of Citizens Planning College and Citizens Planning College: Historic Preservation Edition which equips residents with knowledge about local planning, zoning, and historic preservation.

A native of Cincinnati, OH, Amy is part of a family of five and proud godmother of her niece, Annabelle. She is the Assistant Treasurer for the Camden Junior Welfare League and an active member of the River Church in Lugoff, SC.

Shawn Putnam, AICP, CFM

Shawn Putnam is the City Planner for the City of Camden, South Carolina. His duties include implementing the Land Development Regulations, maintaining and updating the zoning ordinance, managing the GIS program and maintaining the comprehensive plan. He holds a Bachelor of Science degree in Geography from the University of South Carolina. Shawn is member of the American Institute of Certified Planners and a Certified Floodplain Manager.

Prior to working for the City of Camden, Shawn worked for the SC Department of Natural Resources providing technical assistance to communities on the National Flood Insurance Program. Shawn also worked for the SC Emergency Management Division as the State Hazard Mitigation Officer, where he managed the state hazard mitigation program for ten Presidential disaster declarations. Prior to that position he worked as an assistant planner for the SC Department of Parks, Recreation and Tourism.

Shawn was recently reelected to the board of directors of the Association of State Floodplain Managers as a Chapter Director.

**Citizens Planning College
2014-2015
Evaluation**

Dear Student,

Thank you completing the inaugural offering of our course on historic preservation. Would you please take the time to complete this evaluation and return it at your earliest convenience?

Remember, this class was created as a service to you! We hope to continue this unique opportunity for residents in the future and with your help, it can be better and better. Please feel free to use the back if more space is needed.

Class Logistics:

1. Was the Training Room and ideal location for the class? If no, why? Where would you suggest the class be held instead? YES NO

2. Is 5:30 pm to 6:30 pm the best time to have the class? If no, what time would be more ideal? YES NO

3. Did you enjoy having class on Thursday? If no, is there a day of the week that would have been more suited for your schedule? YES NO

Teaching Material and Style:

4. Did the topics that we chose meet your expectations? If not, what were you expecting and how can we change them to meet your expectations? YES NO

5. Did you enjoy the amount and type of guest speakers featured at the class? If no, who would you like to have heard from? YES NO

6. Please comment on our teaching. Consider the PowerPoint style we used, the volume at which we spoke, whether or not we explained things thoroughly, etc.

Please list any other comments you have: