



CITY OF BOULDER
Sustainability and Community Planning

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Historic Preservation Demolition Application Review

Requests to demolish (as defined for historic preservation review) non-designated buildings over 50 years old are required to go through a historic preservation review. The purpose of this review is to prevent the loss of buildings that may have historical or architectural significance.

Application Requirements

The historic preservation review is handled on the same form as the demolition permit application. The submittal requirements are listed at the bottom of the second page of the application:

- The demolition permit application filled out and signed
- Photographs of all sides of the building/s proposed for demolition
- A site plan showing exactly what will be demolished or removed
- The initial review fee

Once the application has been filled out and you have the photos and site plan, submit the application with a project specialist in the Planning & Development Services Center. The initial review fees and review level are as follows:

Age of Building:	And the application includes:	The application will be initially reviewed by:	The review fee is:
Over 50 years old and built in or before 1939	Partial or Complete Demolition of a primary building	Landmarks Design Review Committee (Committee Review)	\$282
	Moving all or a portion of a primary building off the lot (Off-Site Relocation)	Landmarks Design Review Committee (Committee Review)	\$282
Over 50 years old and built in or after 1940	Partial or complete demolition of a primary building	Landmarks Staff (Administrative Review)	\$51
	Moving all or a portion of a primary building off the lot (Off-Site Relocation)	Landmarks Staff (Administrative Review)	\$51
Over 50 years old	Partial or Complete demolition of any accessory building	Landmarks Staff (Administrative Review)	\$51
	Moving all or a portion of a building within the lot (On-Site Relocation)	Landmarks Staff (Administrative Review)	\$51

Initial Review Process

If an application includes the demolition of a primary and accessory building, the initial review fee is based on the age of the oldest building. All initial reviews must be completed within 14 days of the application being submitted. Applications reviewed by the Landmarks Design Review Committee will occur at the end of their scheduled appointments at its weekly meeting, and are not scheduled for an appointment. If you would like to attend for the review of your application, please ask the Project Specialist to put a sticky note on the application that you would like to attend the review so we know to contact you. Administrative level reviews are typically reviewed several times a week, based on application load.

During the Initial review, one of two decisions will be made, based upon the following criterion:

- Application Approved, finding “there would be no significant impact or potential detriment to the historic resources of the city.”
- Application called up, finding “probable cause that the building may be eligible for designation as an individual landmark.”

If the application is approved, the historic preservation program staff will sign your application, and call you to let you know that it has been approved. A copy of your application, with the approval signature, will be placed on file at the receptionist’s desk in the P&DS Services Center. Once you complete obtaining the remainder of your signatures, you will return to the P&DS Services Center to submit the other signatures and fee to obtain your demolition permit. When you arrive, ask the receptionist to pull out your demolition permit approval from historic preservation. If you are only doing a partial demolition as part of a remodel permit application, you will need the receptionist to pull out your demolition permit approval from historic preservation at the time you submit your building permit application for the remodel. Please note: the historic preservation signature is only valid for 180 days from the date of approval. You must receive your demolition permit, or have submitted for your remodel permit within 180 days of the historic preservation approval, or you will have to re-apply.

If your application is called up, please refer to the next page for more information.

Landmarks Board Public Hearing Review

If the application is called up, the application is placed on hold. An additional review is required in a public hearing before the Landmarks Board. There is an additional review fee for this public hearing, currently \$1,504.00. If this fee is paid, the application will be scheduled for review in a public hearing within 75 days of paying the fee (usually much sooner than that). The Landmarks Board meets once a month, on the first Wednesday of the month. There will be a sign posted in front of the house, and a notice mailed to the owner of record, and the application will be listed in the newspaper as part of the Landmarks Board agenda. If the fee is not paid within 6 months of the date of the call-up, your application will be considered null and void.

If the application is called-up, and the fee is paid, the city historic preservation staff will research the property and prepare a memorandum analyzing the following criteria, as listed in section 9-11-23(f) of the Boulder Revised Code, 1981:

- “(1) The eligibility of the building for designation as an individual landmark consistent with the purposes and standards in sections 9-11-1, "Legislative Intent," and 9-11-2, "City Council May Designate or Amend Landmarks and Historic Districts," B.R.C. 1981;
- (2) The relationship of the building to the character of the neighborhood as an established and definable area;
- (3) The reasonable condition of the building; and
- (4) The reasonable projected cost of restoration or repair.

In considering the condition of the building and the projected cost of restoration or repair as set forth in paragraphs (f)(3) and (f)(4) of this section, the board may not consider deterioration caused by unreasonable neglect.”

During the board review of the application, the board may make one of three decisions:

1. Approve the application
2. Stay of demolition for a period of up to 180 days
3. Schedule initiation of landmark designation hearing

If the board places a stay of demolition on the application, the period a time is for you to work with the staff and board to seek alternatives to the demolition, and/or to provide the time necessary to consider landmark designation. At the end of this period if no alternatives are found (e.g.: permit is withdrawn or landmarking proceedings commenced) the application is automatically approved. The Landmarks Board could begin the landmark designation process on the property if there was a strong belief that the building could be eligible as a landmark, even if you are opposed to landmark designation.

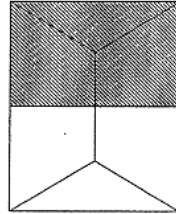
If you have any questions on this application process, please call (303) 441-1880 and ask to speak to a historic preservation planner.

Demolition Definition

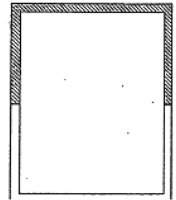
Demolition (for the purposes of historic preservation review) is defined in section 9-16 of the Boulder Revised Code, 1981. The definition reads:

“Demolition” or “demolish” means an act or process which removes one or more of the following. The shaded area illustrates the maximum amount that may be removed without constituting demolition.

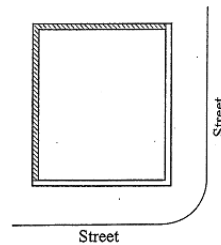
(1) Fifty percent or more of the roof area as measured in plan view (see diagram);



(2) Fifty percent or more of the exterior walls of a building as measured contiguously around the "building coverage" as defined in this section (see diagram); or



(3) Any exterior wall facing a public street, but not an act or process which removes an exterior wall facing an alley (see diagram).



A wall shall meet the following minimum standards to be considered a retained exterior wall:

- (A) The wall shall retain studs or other structural elements, the exterior wall finish, and the fully framed and sheathed roof above that portion of the remaining building to which such wall is attached;
- (B) The wall shall not be covered or otherwise concealed by a wall that is proposed to be placed in front of the retained wall; and
- (C) Each part of the retained exterior walls shall be connected contiguously and without interruption to every other part of the retained exterior walls. (Historic)