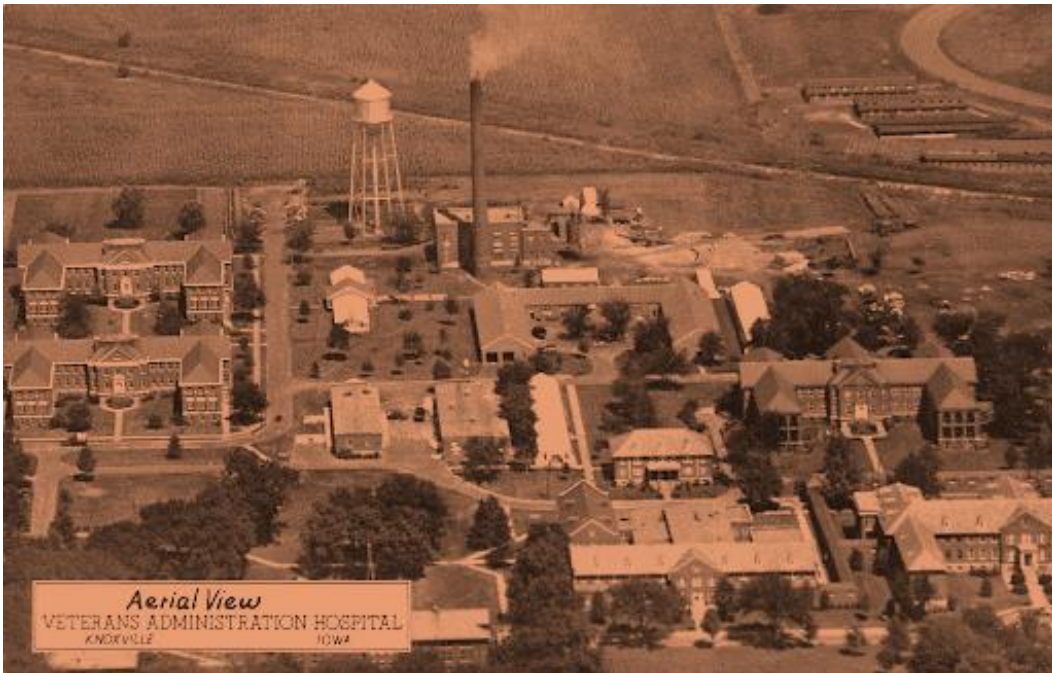


Request for Proposals
Buildings 27 & 28 at the Former VA Hospital
Knoxville, Iowa
June 15, 2020



Introduction

Marion County and The City of Knoxville are requesting proposals from real estate development companies interested in acquiring, rehabilitating, owning, and operating two historic buildings on the former VA Hospital site. These properties are part of a larger urban development scheme that is underway in the new Veteran's District.

The following information is included in this RFP:

- Community Goals for the Veterans District and Buildings 27 & 28;
- General information about the Buildings, the District, and the Community;
- A description of the submittal and review process;
- Submittal requirements and general submission format; and
- Contacts for additional information.

1. Community Goals

The Knoxville VA Hospital closed in 2009. Marion County has recently acquired the property and, together with The City of Knoxville, are working with various development partners on its redevelopment.

The former VA Hospital Campus comprises approximately 750,000 SF of buildings located on 150 acres of land. While most of the buildings are slated for demolition, the City and County are attempting to facilitate the re-use of Buildings 27 & 28 through this RFP process.

The Community's Goals are simply to provide opportunities for the rehabilitation and reuse of these historic buildings by private real estate developers. In doing so, a portion of the architectural legacy of the VA Hospital will be preserved and these historic buildings will form part of the future Veterans District – Knoxville's newest and most exciting development opportunity!

2. The Buildings Offered for Sale

The following buildings are being offered to potential developers for rehabilitation and reuse:



Building 27 - The Quarters



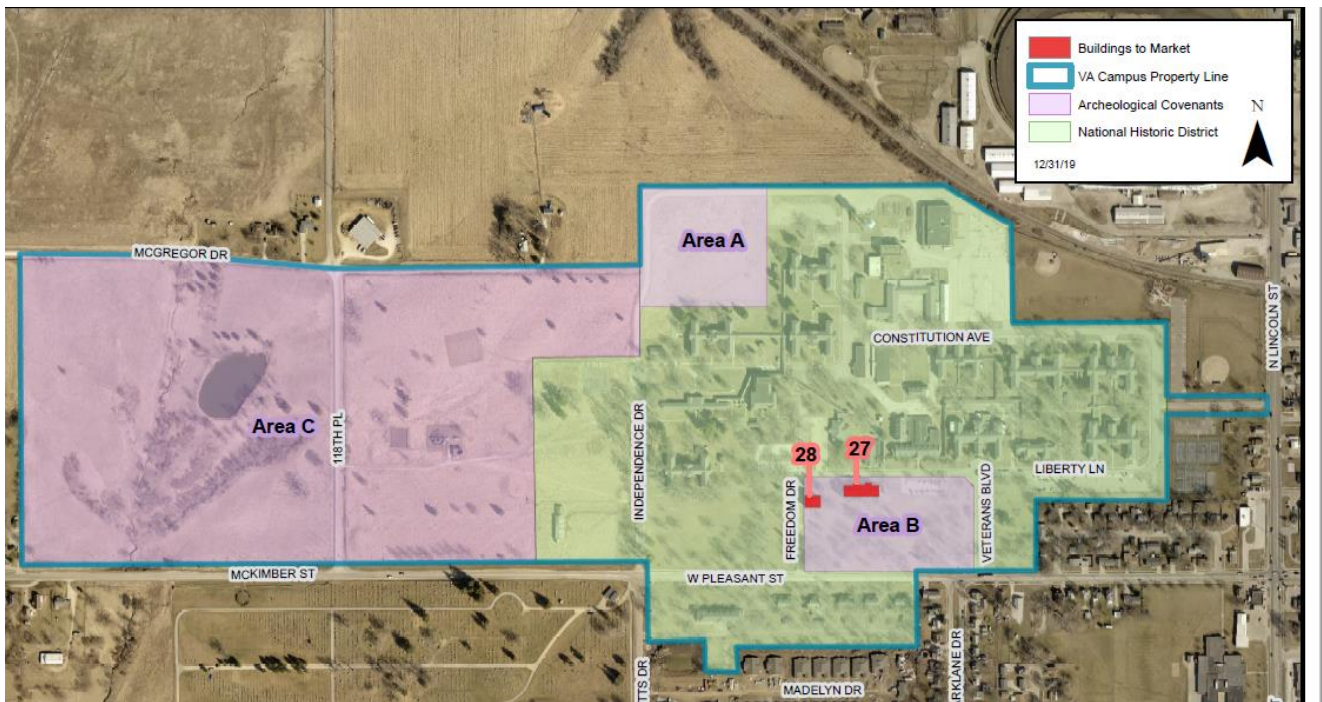
Building 28 - Administration

Respondents may choose to submit proposals to acquire, rehabilitate, and reuse either or both buildings.

Additional information about the buildings is included in Appendix 1.

The offered buildings may also be individually eligible for listing in the NRHP, and thus possibly eligible for State and Federal Historic Tax Credits.

For more information regarding the tax credit process see Appendix 2, or contact the State Historic Preservation Office of Iowa (SHPO) at (515) 281-5111. Their offices are located at 600 E Locust St, Des Moines, IA 50319. See also:



Former VA Lands with National Historic District shown in Green and Archeological Areas A and B in Lavender

3. National Historic District

The Knoxville Veterans Administration Hospital Historic District is a nationally recognized historic district, listed on the National Register of Historic Places in 2012.

The Iowa State Industrial Home for the Blind was opened on the site of what would become the Veterans Administration Hospital in 1892. It remained in operation until 1900, when the last patient moved out.

Two years later the facility was transformed into the Iowa State Hospital for Inebriates, which was a place of detention and treatment for males addicted to morphine, cocaine and other narcotics. Buildings 27 & 28 were completed in 1905. Local citizens protested the location of the Hospital, and it was subsequently closed.

The buildings sat empty until 1920 when they became a temporary hospital for disabled military veterans. The US Government bought the property two years later for \$200,000. The 345-acre site contained five brick structures, a greenhouse, and several frame buildings.

The city of Knoxville advocated for a permanent hospital facility on the site, which it secured the following year. Buildings 1-5, 8-9, the warehouse, engineering shops, power plant, four resident quarters, three garages, the VA flagpole and a modern dairy barn were built in 1923.

Buildings 101 and 102 were the last patient buildings to be constructed in 1944. The bed capacity increased to 1,631. The fire station, laundry facility and education building were renovated in 1996. In 2005, the Veterans Administration announced that the Knoxville facility would close. The last Knoxville patients were moved to a new extended care building in Des Moines on December 18, 2009.

4. Expectations of the Selected Developer(s)

The selected developer(s) will be expected to:

- a) Purchase the building(s) and associated land;
- b) Work with the City of Knoxville to obtain permanent servicing for the building(s);
- c) Obtain all regulatory approvals, any optional development incentives, and construction and permanent financing associated with the project(s). This includes, but is not limited to, evaluating grant opportunities, pursuing state and federal rehabilitation tax incentives, and undertaking necessary steps in contacting SHPO and completing relevant documents to ascertain if building(s) are individually eligible for listing in the NRHP;
- d) Continue to own and operate the building or, alternately, sell the building to a suitable real estate investor/owner-manager.

5. Knoxville and Marion County

Knoxville is located in south-central Iowa, some 25 miles southeast of Des Moines. Knoxville has a population of approximately 7,200. It is the seat of Marion County, which has a population of approximately 33,000.

Economic demographic and housing market information for the City and the County are summarized in the *Housing Market Needs Analysis for Marion County*, which was prepared for the Marion County Development Commission in 2016, and is available at:

https://co.marion.ia.us/offices/development_commission/forms/MarionCo_HousingStudy.pdf

Knoxville has a Comprehensive Plan, which was approved by City Council in 2017. For more information, please contact:

Bill Mettee

Planning and Zoning Administrator

bmettee@knoxvilleia.gov

Phone: 641-828-0550

Knoxville's Zoning Ordinance can be accessed at:

https://www.sterlingcodifiers.com/codebook/index.php?book_id=486

6. The Veterans District

The new community to be developed on the former VA Hospital Lands is to be known as ‘The Veterans District.’ The Veterans District is located on the Northeast side of Knoxville. Pleasant Street which the former VA Hospital fronts, is a major East-West thoroughfare (Business Highway 92), connecting to Highway 5 in the West and to Downtown Knoxville in the East. The Veterans District is also located near Lincoln Street (Highway 14), the main North-South thoroughfare within the city.

The Veterans District comprises the 150+ acres of land that was formally the VA Hospital Campus. The City and County are working to:

- a) Facilitate the historic preservation and reuse of Buildings 27 & 28;
- b) Further recognize the history of the area by naming the new community the ‘Veterans District,’ reusing many of the existing streets and street names, etc.;
- c) Demolish all remaining buildings and structures within the District and designate those areas for redevelopment;
- d) Replace the existing, abandoned, and obsolete VA infrastructure with modern municipal infrastructure;
- e) Facilitate the redevelopment of all the Veterans District lands except for those historic buildings that will be preserved and re-used (as identified in this RFP); and
- f) Implement the City Council approved *Land Use Strategy for the Veterans District* and other more specific development plans that may follow.

The Land Use Strategy assumes a 30-year build-out for the Veterans District with phases of development. The Strategy and development phasing can be adjusted to accommodate historic building renovations. For more information about the Land Use Strategy see:

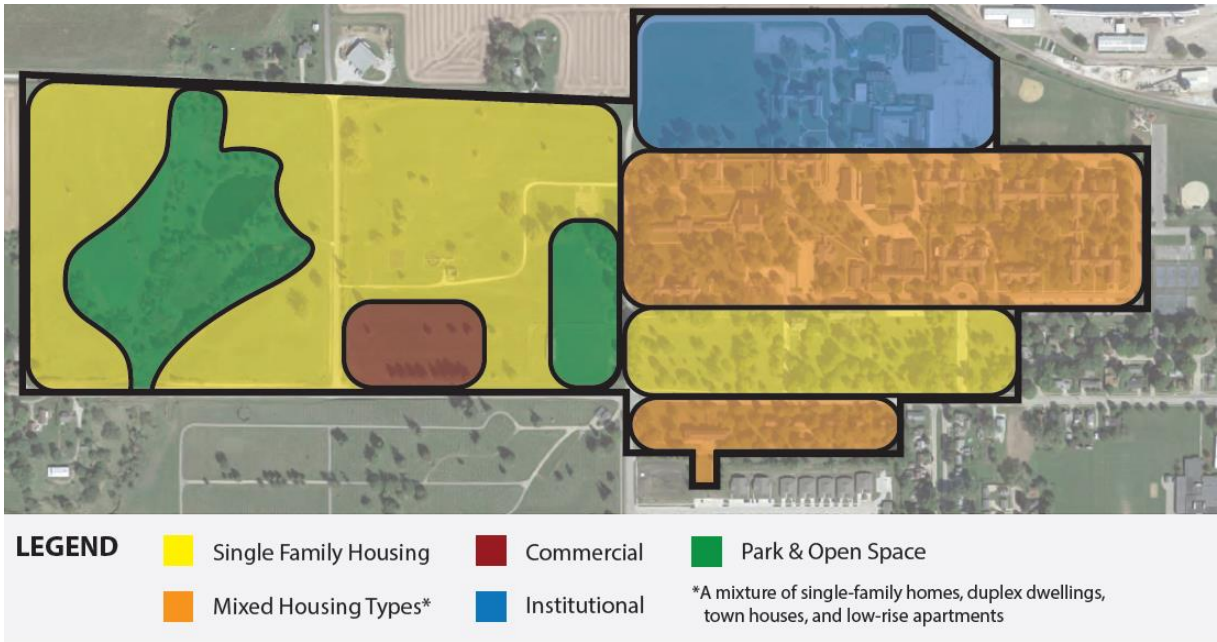
https://www.knoxvillevadistrict.com/uploads/1/2/3/3/123328806/va_land_use_strategy.pdf

The Land Use Strategy can be summarized in the following diagrams:

Development Phasing



Land Use Plan



Given the expected time frame for the build-out, the Land Use Strategy calls for flexibility in the implementation of the Strategy, particularly in Phases 2 and 3. This would particularly be the case with proposals to renovate and reuse Buildings 27 & 28.

7. Information Open House and Site Visit

The City of Knoxville will conduct an open house for interested developers. The open house will be held at:

Marion County Offices
3014 E Main Street, Knoxville, IA 50138
Date: Wednesday, July 15, 2020
Time: 10:00 AM

Interested parties will have the option of calling in to the meeting. Please identify this preference in your RSVP and the call-in number will be provided to you before the meeting.

If you plan on attending the open house or calling in, it is recommended that you **RSVP** to:

Glenn Lyons
glenn@571polson.com
(515) 782-1723

At the end of the Information Session, participants are invited to visit the site and the buildings included in this proposal call. The information session is expected to last approximately 1 hour; the site visit would follow.

Note: Given the current COVID-19 situation, steps will be taken to ensure that social distancing procedures are maintained.

8. Two Step Review and Approval Process

This process will be conducted in two steps, including:

- 1) An Expression of Interest and Request for Qualifications (EOI/RFQ) from interested developers; and
- 2) A Request for Proposals (RFP) from prequalified applicants.

In the EOI/RFQ, developers will be asked to identify the building(s) that they are interested in acquiring, renovating, and returning to active use. They will then be asked to provide information attesting to their experience in undertaking similar projects and their ability to finance the projects that they proposed to undertake.

The City and County will review the EOI/RFQ's and invite any number of qualified applicants to submit an RFP. The Iowa State Historic Preservation Office (SHPO) will also act as an advisor during the review process.

In the RFP, qualified applicants will be asked to provide a description of the renovations proposed, the intended uses or tenants, the expected renovation costs, the general approach to financing the project, and the price that the applicant is prepared to pay for each building that they are interested in.

The City and County, with advice from SHPO, will review the RFPs and may, *at their discretion*, invite any of the applicants for an interview. After the interviews have been completed, the City and County with advice from SHPO may at *their discretion* select any of the applicants as the preferred developer for the building(s) that they have offered to purchase.

Selected developers will then work with the City and County to formulate a Memorandum of Understanding (MOU), which will serve as the precursor to an Agreement for Sale (AFS) for the buildings involved.

The selected developers, City and County, all retain the right to decide to withdraw from discussions at either the MOU or the AFS stage of the process. If this occurs, the City and County reserve the right to contact other applicants who expressed interest in the buildings in question.

9. EOI/RFQ Submission Requirements & Deadline

Submissions for the EOI/RFQ must include the following, preferably in this order:

- a) The name of the development company, its legal status, EIN, mailing address, the name of the primary company representative assigned to this file and their contact information (i.e. mailing address, telephone numbers, email address).
- b) The name of any members of the development team already recruited (optional), their function on the team, and the name of the primary contact for those companies (e.g. architect, architectural historian, builder, etc.);
- c) The buildings that the developer is interested in purchasing and renovating, as well as a statement of its future use (e.g. office, mixed use, apartment, etc.).
- d) Examples of similar projects that the developer and/or development team members have undertaken (e.g. historic renovations).
- e) Information showing that the developer is capable of financing projects of this nature (e.g. examples of recent projects of similar size, cost, or complexity).

The Deadline for Submitting the EOI/RFQ is:

Date: Friday, August 14, 2020

Time: 5:00 PM

EOI/RFQ submissions can be emailed to:

Glenn Lyons

glenn@571polson.com

10. Selection Criteria for the EOI/RFQ

All pre-qualified applicants will be invited to respond to the RFP. The City and County are seeking developers/development team members who have experience undertaking similar types of projects (i.e. historic renovations of this size and larger) and are capable of structuring the financial package (including any expected development incentives) to undertake the job.

Applicants who lack this experience are advised to recruit development team members who have such experience. Inexperienced applicants/development teams, or applicants who are deemed to lack the financial wherewithal, will not be invited to submit for the RFP round.

11. Submission Requirements & Deadline for the RFP

RFP submissions must include the following information in stated order:

- a) The name of the development company, its legal status, EIN, mailing address, the name of the primary company representative assigned to the RFP and their contact information (i.e. mailing address, telephone numbers, email address, etc.).
- b) The name of any development team members already recruited, their role on the team, the name of the primary contact for those companies, and their contact information.
- c) The building(s) that the developer is interested in purchasing.
- d) A description of the proposed renovation and reuse for each building that the developer is proposing to acquire, including: the proposed uses, parking needs, and a description as to how the proposal will retain the historic integrity and character-defining features of the

building(s) and how the proposed work will meet the Secretary of the Interior's Standards for Rehabilitation.

- e) A sketch showing the proposed exterior renovations, with a description of any exterior changes.
- f) A description of major character-defining interior features and spaces to be preserved;
- g) A brief summary (including photographs) of the best example of a similar project already undertaken by the developer or another member of the development team.
- h) A preliminary estimate of the expected renovation costs of the proposed project(s) and a statement describing the developer's financial capability to execute the project.
- i) a description of any development incentives that the implementation of this project would be dependent on (e.g. historic tax credits).
- j) The amount that the developer is prepared to pay for each building that they are proposing to acquire.

A preliminary schedule describing when the developer would prefer to take possession of the building(s), as well as the preferred construction start and completion dates.

The Deadline for Submitting the RFP is:

Date: To be determined, but approximately 30 days from the date that applicants are notified of their qualification to submit the RFP.

RFP submissions can be emailed to:

Glenn Lyons
glenn@571polson.com

12. Selection Criteria for the RFP

RFP submissions will be evaluated based upon the following criteria:

- a) The quality of the proposed rehabilitation concept and its ability to meet minimum preservation requirements. (See Appendix 3);
- b) The compatibility of the proposed building uses with the Land Use Strategy for the Veterans District (Note: office, residential, and mixed-use projects within Historic Buildings are considered to be equally compatible);
- c) The experience of the developer and key members of the development team in delivering comparable quality projects;
- d) The perceived ability of the developer to finance the proposed project(s).
- e) The perceived ability of the lead developer and key members of their development team to work closely with the City and County in a collegial manner to successfully execute the project; and
- f) The proposed acquisition price and the costs to the City and County of financially supporting this project (e.g. infrastructure replacement, etc.).

Of the above listed criteria, Criterion A has the greatest priority.

RFP respondents may be invited for in-person interviews to discuss their proposals.

13. Summary of Key Dates and Selection Process

By June 15, 2020:	This package is posted on the City of Knoxville's web site
By June 19, 2020:	This package is sent electronically to a broad list of potential developers
July 15, 2020:	Information Open House
August 14, 2020:	Expression of Interest/RFQ deadline
To be determined:	Request for Proposals deadline
To be determined:	Short list interviews (if required) and selection of preferred developer(s)
To be determined:	Memorandum of Understanding agreed to
To be determined:	Completion of Development Agreements

14. Rejection of Proposals

The City and County reserve the right to reject any and all proposals received. Non-acceptance of a developer's proposal could mean that one or more proposals for the same building were deemed to be more advantageous to the City and County, or that all proposals were rejected.

Developers whose proposals are not accepted will be notified after an agreement between the developer and the City and County is executed, or when the City and County rejects all proposals.

In the event, that the City and the County cannot reach agreement with a preferred developer on a specific building, the City and the County may approach another developer who submitted a proposal for that same building.

15. Other Development Opportunities in the Veterans District

Marion County owns a considerable amount of developable land within the Veteran's District besides Buildings 27 & 28. Other opportunities for new developments on vacant or soon to be vacant land may be offered by the County. Developers are welcome to approach the City to discuss such new development opportunities by contacting:

Chris Nestby
Facilities & Maintenance Director
Marion County
cnesteb@marioncountyiowa.gov
(641) 828-2244

16. Respondents Submission Costs

Developers who have been invited to submit proposals do so at their option and at their cost. The City and County will not be responsible for any costs incurred by respondents for their submissions. The City and County are not seeking detailed design or illustration in the proposals – only sufficient graphic and written information to describe the proposed renovation work and how it meets National Historic standards.

17. Confidentiality

Confidential information included in the Respondent's proposal will be kept confidential by the City, County and SHPO. Confidential information does not include information which, at the time of disclosure, was generally available to the City and County on a non-confidential basis from a source other than the respondent.

The expectation is that developers submitting RFP responses will want to keep some information (e.g. financial) confidential. Such information should be identified so in their responses or covering letter.

18. Unsolicited Submissions

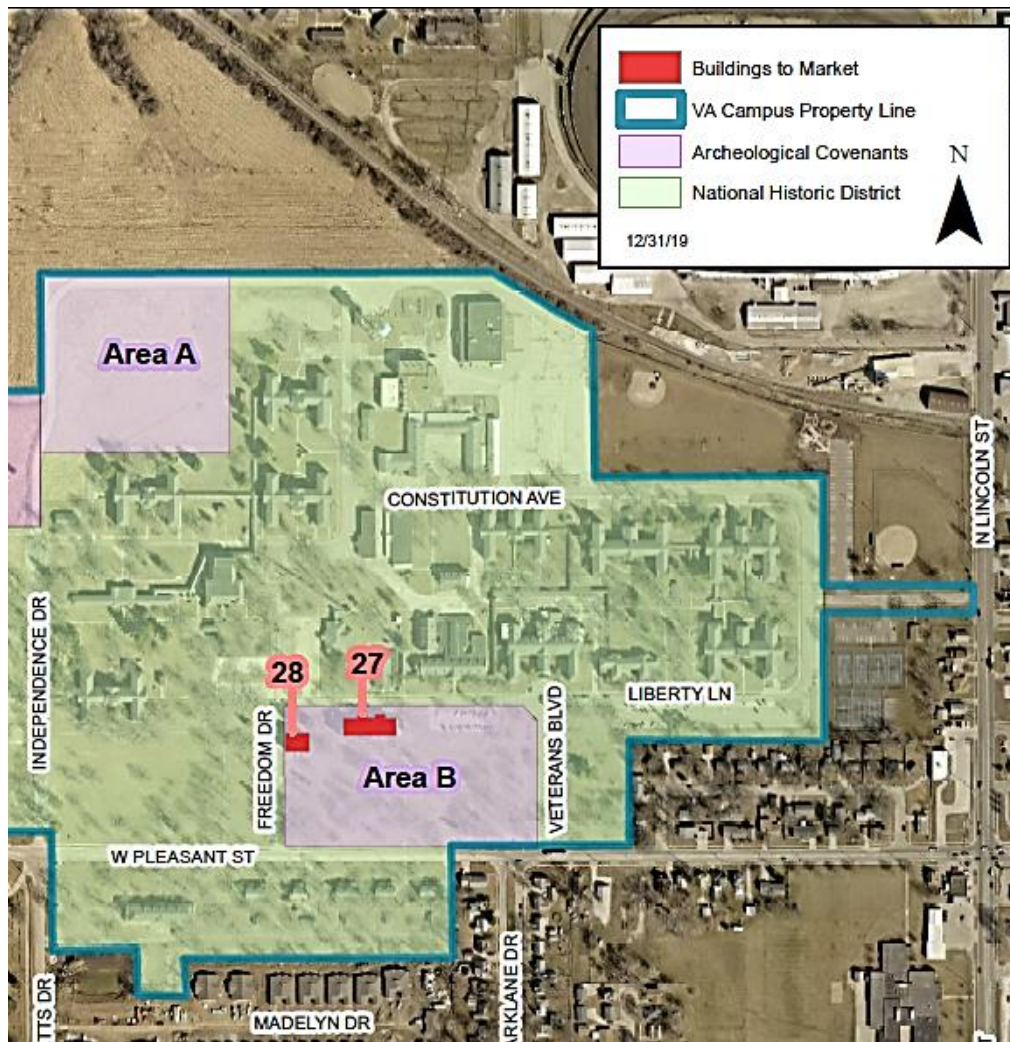
The EOI/RFQ portion of this process is open to all parties. The RFP portion of this process is open only to invited (i.e. prequalified) developers. Unsolicited RFP submissions will not be accepted.

19. Contacts

If you have questions about the Veterans District or either stage of this process, please contact:

Glenn Lyons
glenn@571polson.com
515-782-1723

Appendix 1 – Building Information



The following building descriptions were taken from the National Register of Historic Places Registration Form for the Knoxville Veterans Administration Historic District receive on March 16, 2012 and additional information provided by the GSA.

Building 27. The Quarters

The Quarters comprises some 28,894 SF of gross floor area.



B-27 South Elevation & Main Entrance



B-27 North Elevation (Partial View)



B-27 East Elevation



B-27 West Elevation

The Quarters Building (Resource 27, 1905) is located in the south-central portion of the Historic District along Freedom Drive just north of Business Highway 5/92 (W. Pleasant Street) and east of the Administration Building (Resource 28, 1905). It was an existing structure at the time the property was acquired by the Veterans Bureau.

The building was constructed in 1905 by the State of Iowa and was designed by the State Architect, H.F. Liebke of Des Moines, for the State Hospital for Inebriates. This building was originally used for a prison ward for the State Hospital for Inebriates and was then the men's cottage, referred to as a residual building on the original 1923 Veterans Bureau hospital plot plan. It was most recently used for administrative offices and is currently vacant.

The building is notable for its original association with a facility constructed during the humanitarian movement in the early twentieth century to assist those dealing with alcoholism. It is a good example of an early twentieth-century institutional building.

Oriented to the south, this is a three-story, hip-roof, oblong-shaped building supported by a rusticated raised basement of banded brick. The eleven-bay façade has a three-bay projecting central entry pavilion with an arched recessed doorway with a half-round wooden awning with fluting and wooden brackets. The metal-framed glass door has a half-round transom. Windows contain replacement two-over-two double-hung sashes, spaced in pairs with common cut stone sills. Windows in the projecting facade also have cut stone lintels with keystones.

The pediment contains an oxeye window with four keystones, an elaborate dentil cornice, and a cut stone plaque that reads "Cottage No. 1." Both side pediments as well as the rear (north) central elevation also have a similar oxeye window and elaborate dentil cornice in their pediments. The end bays of the facade terminate in three-story brick stairwell towers with flat roofs, which partially block the side (east and west) elevations. The side elevations are five-bay with central windows with cut stone lintels, keystones, and common sills similar to the front. Pedimented dormers rise above the central three bays.

The rear (north) elevation has a central three-bay projection similar to the facade and flanking three-story, three-bay, flat-roof projections with brick piers. These were once open porches but are now filled in with metal screens, railings, and modern single-light windows. The rear roof contains two brick chimney piers with stone caps and ventilators. The building has a cut stone water table. The roof is sheathed in asphalt shingles, the building has a modified five-course common bond brick exterior, and the foundation is constructed of poured concrete.

Building 28. Administration Building

The Administration building comprise some 11,119 SF of gross floor area.



B-28 South Elevation & Main Entrance



B-28 North Elevation



B-28 West Elevation



B-28 East Elevation

The Administration building (Resource 28, 1905) is located in the south-central portion of the National Historic District along Freedom Drive just off Business Highway 5/92 (W. Pleasant Street) and west of the Quarters (Resource 27, 1905). It was an existing structure at the time the property was acquired by the Veterans Bureau.

The building was constructed in 1905 by the State of Iowa and designed by the State Architect, H.F. Liebbe of Des Moines, for the State Hospital for Inebriates. This building has also been used for housing quarters, was most recently used for housekeeping purposes, and is currently vacant.

Oriented to the south, this is a three-story, hip-roof (almost pyramidal-roof), roughly square-shaped building supported by a raised rusticated basement of banded brick. The facade is five bays wide with the two wide end bays projecting slightly from the three narrow central bays. The central entry is a paneled double door with decorative light transom and a large hip-roof metal suspended canopy.

The raised entrance has concrete steps flanked by stepped brick railings with cut stone caps and modern metal railings. There are arched brick openings to the side of the stairs concealing descending steps with metal railings to basement access. There is a prominent dormer with pediment in this façade and on all elevations. The replacement windows are two-over-two and four-over-four double-hung sashes with lintels or keystones and cut stone sills. The building has a cut stone water table and cut stone band with additional brick detailing that separates the second and third floors. The rear (north) elevation has two separate concrete stairways with metal railings leading to the basement.

A central wooden paneled door with decorative fanlight and hip-roof awning with wooden brackets is reached by a stairway with stepped brick railings with stone caps. The side (east and west) elevations are three bays with similar windows and detailing to the facade, but they also have metal ladder fire escapes. The roof is sheathed in asphalt shingles, the building has a modified five-course common bond brick exterior, and the foundation is constructed of poured concrete.

From an original drawing of the building there is a note that states “select sea green slate”, and it is likely this was the original roofing material. This building has not been modified on any elevation and is close to its original appearance, more than any other building on the hospital campus. It is notable for its original association with a facility constructed during the humanitarian movement in the early twentieth century to assist those dealing with alcoholism. Building 28 is a good example of an early-twentieth-century institutional building.

Appendix 2 - Preservation/Rehabilitation Requirements and Information

The successful developer will be required to preserve the significance of the building(s) through the execution of a preservation easement. The easement will stipulate that work completed on the building must be in accordance with the Secretary of the Interior's Standards for Rehabilitation (Standards). The easement will be made outline the rights and responsibilities of the Grantee and Grantor.

The purpose of the requirements and easement is to a) assure the property will be preserved in a minimum stable condition, b) maintain the building(s) in good and sound repair, and c) to prevent any use of the property that would impair or interfere with its eligibility for listed in the NRHP.

To remain eligible for listing in the NRHP, a property must be able to convey its significance. The following character-defining materials, spaces, and features have been identified as those that help convey the significance of the buildings included in this RFP. Changes to the following features must meet the Standards:

Building 27: Quarters, 1905

Exterior

- Masonry construction (including course style, belt courses, water table, etc.)
- Roof form
- Pedimented dormers
- Building footprint
- Fenestration: rhythm, location, and window types (where historic windows remain)
- Oculus in gable ends, includes keystones and light pattern/division
- Stone lintels, sills, keystones, etc.
- Door transoms, including light division.
- Rounded hood over main entrance
- Side lights
- Cornice
- Rear porches
- Cottage No. 1 plaque

Interior

- Circulation patterns (includes corridor location, placement of stairs, etc.)
- Historic trim
- Transoms – shape and light division
- Original ceiling height

Building 28: Administration Building, 1905

Exterior

- Masonry construction (including course style, belt courses, water table, etc.)
- Roof form
- Pedimented dormers
- Building footprint
- Fenestration: rhythm, location, and window types (where historic windows remain)
- Oculus in gable ends, includes keystones and light pattern/division
- Stone lintels, sills, keystones, etc.
- Door transoms, including light division.
- Rounded hood over main entrance
- Side lights
- Cornice
- Rear porches
- Cottage No. 1 plaque

Interior

- Circulation patterns (includes corridor location, placement of stairs, etc.)
- Historic trim
- Transoms – shape and light division
- Original ceiling height

28: Administration Building, 1905

Exterior

- Masonry construction (including course style, belt courses, etc.)
- Roof form
- Pedimented dormers
- Building footprint
- Fenestration: rhythm, location, and window types (where historic windows remain)
- Front and rear raised entrance (including materials, style, openings, etc.)
- Hood over rear entrance
- Roof over front entrance
- Stone lintels, sills, keystones, etc.
- Door transoms, including light division
- Pedimented dormers
- Cornice

Interior

- Circulation patterns (includes corridor location, placement of stairs)
- Trim
- Transoms – shape and light division
- Original ceiling height

Financial Incentives

Tax credits, exemptions, grants, etc. may be available to encourage the reuse of the building(s), while retaining historic character-defining features. All incentive programs should be carefully evaluated as there are/may be specific requirements to be met. A decision to apply for historic tax credits would be at the developer's option and the associated application process would be the same as for any other historic tax credit application.

The following programs contribute to the revitalization and preservation of historic properties.

Tax Credits

Both the State and Federal tax credit programs provide a tax credit for the sensitive, substantial rehabilitation of historic buildings.

The State program provides an income tax credit of up to 25% of qualified rehabilitation expenditures. It is administered by Iowa Economic Development Authority and the Iowa State Historic Preservation Office (SHPO).

The Federal program provides an income tax credit of up to 20% of qualified rehabilitation expenditures., administered in conjunction by the SHPO, the National Park Service and the Internal Revenue Service.

Grants

The Historical Resource Development Program, administered by the State Historical Society of Iowa, provides grant funding to help preserve, conserve, interpret, enhance, and educate the public about Iowa's historical assets. Project examples in the historic preservation category may include: acquisition, development or preservation of real property listed on the NRHP, nominating properties to the NRHP, etc.

www.nps.gov/hps/tps/tax/rehabstandards.htm

Appendix 3 – Secretary of the Interior’s Standards for Rehabilitation

The intent of the Standards is to assist the long-term preservation of a property’s significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass 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.

A rehabilitation project must be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located. The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

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.

Appendix 4 – Sample Easement

The successful developer will be required to sign a historic preservation easement. The easement will be ready for signature as part of the closing process when the property changes hands between the City and the successful developer. Execution of the easement will be a condition of sale.

An easement gives SHPO the legal authority and responsibility to enforce the terms of the easement. This includes the right to annually inspect the property to ensure the owner is complying with easement terms. Alterations, improvements and even additions to the structure are allowed as long as the historic character is not compromised, and all changes are review and approved by SHPO.

A sample executed easement is included in the attachment entitled:

DNR White Homestead Easement