



NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES

Architectural Historian Consultant List Application

1. Applicant Name:
2. Firm Name (If Applicable):
3. Address:
4. City/State/Zip:
5. Phone Number/Extension:
6. E-Mail:
7. Website:
8. Please check the appropriate specialization/product/service offered by applicant (see definitions below):

NH State Survey Program

Compliance Services

National Register of Historic Places

Preservation Tax Incentives

HABS/HAER/HALS

Historic Preservation Planning

Base Line Documentation/Building Assessments/Historic Structure Reports

9. Year Applicant Began Professional Work in Historic Preservation:
10. Attachments:

- Applicant resume highlighting preservation work in areas of specialization being applied for
- Three references (Name, Address, Phone Number, and Relationship)
- (Optional) Product samples and or additional information on work experience

Applicant is responsible for notifying the NH Division of Historical Resources with changes to contact information

Please email completed applications and attachments

to megan.r.rupnik@dncr.nh.gov

For Office Use Only:

36CFR61 qualified architectural historian? _____

Date Added to List: _____ Expiration Date: _____

Attended a DHR Sponsored Training on _____

Architectural history consultants seeking to be placed on the New Hampshire Historical Resources Consultant List for state architectural survey should submit appropriate documentation demonstrating the project manager's 36CFR61 qualifications as an historian or architectural historian, experience with architectural survey, previous work in New England, and familiarity with or previous experience with the New Hampshire forms.

Definitions:

The New Hampshire Division of Historical Resources (NH DHR) **state survey program** seeks to provide comprehensive information on the built architectural and engineering resources of New Hampshire. The program utilizes two specialized forms, the Individual Inventory form and the Area form. These forms typically include a detailed history and description of the resource and an evaluation of eligibility for the National Register of Historic Places and/or the New Hampshire State Register of Historic Places.

Under state and federal laws, the NH DHR works with other governmental agencies to review publicly assisted projects that may affect historical or archeological resources. Historic preservation "Review & Compliance" (R&C) is a consultation process to identify significant historic properties in the planning stage of a project, so that any harm to them can be avoided or minimized. Tasks for **compliance services** may include assisting the project proponent with the preparation of Request for Project Review forms, completing NH Inventory Forms, Effect Tables, and Memoranda of Agreements and mitigation documents. Facilitating public participation activities may also be required.

The **National Register of Historic Places** is the official list of the Nation's historic places worthy of preservation. The program uses the National Register application form created by the National Park Service and follows the National regulations for the submission of nominations for listing on the National Register.

The **Preservation Tax Incentive** program provides a 20% tax credit for certified rehabilitations of qualifying historic buildings. NH Tax credit projects are completed in partnership between the developer, the NH DHR, and the National Park Service. Applications follow a three-step process. A working knowledge of the National Register program is needed as is experience applying the *Secretary of the Interiors' Guidelines for the Rehabilitation of Historic Buildings*.

The NH DHR houses **HABS/HAER/HALS** documentation. Properties are most frequently documented at this level to mitigate the complete loss of the resource or major structural changes to a significant structure.

Historic preservation planning is a proactive way to provide for the protection of a community's historic resources and character. NH communities, particularly those active in the Certified Local Government (CLG) program, need professional guidance on the development of historic resource master plan chapters, design guidelines, and city- or town-wide preservation plans and policy, among other planning tools and assistance.

Baseline documentation, building assessments and the more detailed **historic structure report** address the existing conditions of a property and often the history and function of a historic property over time. They are prepared by a qualified team of professionals and typically include a description and significance of the property along with an overview of the property's character defining features, current condition, and prioritized recommendations following the appropriate *Secretary of the Interior Standard for the Treatment of Historic Properties*.

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