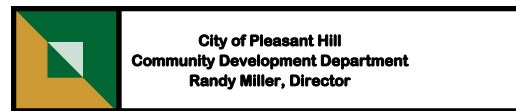


What do I need to submit with my application for a certificate of appropriateness?

1. A complete description of the scope of the work to be performed.
2. A complete list of materials (product samples are always helpful).
3. A detailed drawing of the work along with color chips where applicable..
4. If any structural work is to be performed, detailed plans stamped by an architect or engineer licensed in the State of Missouri are required.
5. Plan on being present at the meeting to answer any questions that the commission might have.
6. If you have any questions please contact the Community Development Department at 816-540-3135.

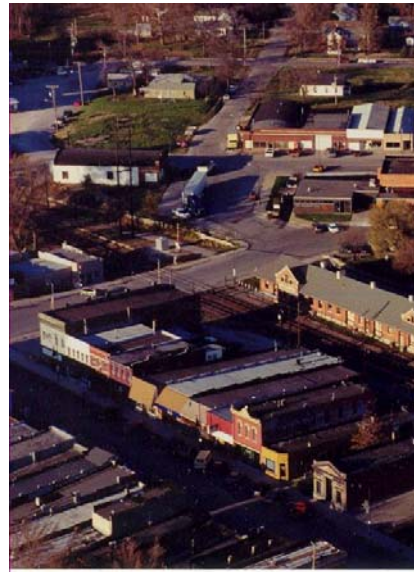


City Hall
203 Paul Street
Pleasant Hill, Mo. 64080

Phone: 816-540-3135
Fax: 816-987-5141



A Guide to Historic Preservation in Pleasant Hill



“All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.”

Historic Preservation in Pleasant Hill, Missouri

The area known as downtown is currently protected by a historic preservation ordinance that was enacted in June of 2000. The purpose of this ordinance is to promote the protection and enhancement of buildings, structures or land improvements of special historic, aesthetic or architectural significance. The ordinance is governed by a preservation commission made up of five members acting in an advisory capacity to the city council and the planning and zoning commission. The commission both proposes designations as a historic landmark and/or Historic District and issues certificates of appropriateness relating to proposed actions affecting the exterior architectural appearance of any landmark or property within a historic district.

Before any exterior modifications are done on buildings within the district, an application for a certificate of appropriateness must be completed and filed at city hall. City hall staff will be happy to assist the property owner with the completion of this form. The application will be reviewed by the Historic Preservation Commission at their regular meeting (normally the first Monday of the month at 7:00 p.m. at city hall) or at a special meeting .



Boundaries of the current district

Publications containing historic architectural guidelines are available at city hall. Once approved, the certificate of appropriateness should be posted at front of the building and work will be subject to periodic inspection by the building official.

What kind of work falls under the provisions of this ordinance?

A certificate of appropriateness shall be required before the following actions affecting the exterior architectural appearance of any landmark or property within a historic district may be undertaken:

1. Construction, alteration or removal requiring a building permit and which has an impact on exterior appearance of a structure.
2. Demolition in whole or in part requiring a permit.
3. Construction, alteration (including color changes), demolition or removal affecting a significant exterior or architectural feature or features.
4. Construction, alteration improvement (including color changes), demolition or removal which negatively impacts the significant appearance or harmony of adjacent structures, rows of buildings, street-scapes or the historic district as a whole as determined by the Historic Preservation Commission.
5. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material shall as nearly as possible, match the material being replaced.
6. The surface cleaning of structures shall be undertaken with the gentlest means possible.
7. Contemporary design for alteration and additions to existing properties and for new construction may be permitted when such alterations, additions or new construction do not destroy significant historical or architectural or cultural material and such design is compatible with the size, scale, color, material and character of the property neighborhood and environment.
8. Whenever possible, new additions or alterations to structures shall be done in a manner that if such additions or alterations were to be removed in the future the essential form and integrity of the structure would be unimpaired.
9. New buildings do not need to duplicate older styles of architecture, but must be compatible with the architecture within the district. However, the scale, placement on lots and streets setback must conform with the scale, placement and setback of adjacent structures, especially in the context of rows of buildings and streetscapes. Styles of architecture will be controlled only to insure that their exterior design, materials and

color are in harmony with neighboring structures.

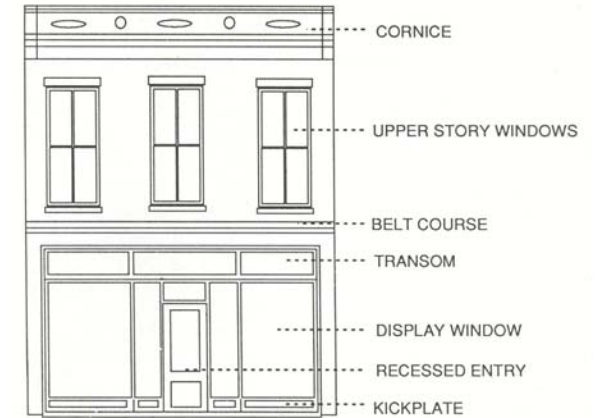
10. The commission may consider economic hardship and other factors that may affect an owner's ability to undertake or complete rehabilitation or other work under consideration.

Maintenance of Historic Properties

Ordinary maintenance exclusion. Nothing in this section shall be construed to prevent the ordinary maintenance or repair of any exterior elements of any building or structure designated as a landmark or within a historic preservation district.

Definition of ordinary maintenance. Any work for which a building permit is not required by law, where the purpose and the affect of such work is to correct any deterioration or decay or damage to a structure or any part thereof and to restore the same as nearly as may be practical to its condition prior to the occurrence of such deterioration, decay or damage.

The above paragraphs are excerpts from the Historic Preservation Ordinance. For a copy of the ordinance in its entirety, please contact city hall.



Traditional façade elements

Which of these typical building features can you find on your building?

1. The façade has ornament and detail that provides interest to pedestrians.
2. The first floor level has a large area of display windows which allow pedestrians to see goods and activities inside.
3. The front of the store is aligned at the sidewalk edge, helping to define the pedestrian zone.
4. Signs are sized and positioned to be read at eye level by pedestrians
5. The second story, if it exists, is more solid than the first, with smaller windows.
6. Brick is the dominant building material, although stone, metal and even wood can be found.
7. The main store entrance is recessed in a notch.
8. The top of the building is usually capped with a decorative parapet or cornice.
9. The first floor display windows also are usually capped with a belt cornice molding as well.