

**PROGRAMMATIC AGREEMENT  
BETWEEN THE CITY OF OMAHA, NEBRASKA  
AND THE NEBRASKA STATE HISTORIC PRESERVATION OFFICER,  
FOR U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
PROGRAMS ADMINISTERED BY  
THE CITY OF OMAHA, NEBRASKA**

**WHEREAS**, the City of Omaha, State of Nebraska ("City"), administers grant programs from the United States Department of Housing and Urban Development ("HUD"), which include, but are not limited to the Community Development Block Grant ("CDBG") program, HOME program, Neighborhood Stabilization Program, and other HUD programs (collectively, "HUD Programs") for which the City assumes HUD's environmental review responsibility pursuant to 24 C.F.R. Part 58; and

**WHEREAS**, in the administration of HUD Programs and pursuant to 24 C.F.R. Part 58, the City assumes responsibility for compliance with the requirements of Section 106 of the National Historic Preservation Act, as amended [16 USC Sec. 470f ] as implemented at 36 C.F.R. Part 800 ("Section 106"); and

**WHEREAS**, the City or other participant in the development process, including public or private nonprofit or for-profit entities, or any of their contractors, may undertake activities that include, but are not limited to, acquisition, land-banking, leasing, repair, rehabilitation, renovation, improvement, demolition, conversion, and new construction of residential and non-residential properties, structures or facilities, each of which is an undertaking ("Undertaking") as defined pursuant to 36 C.F.R. Part 800.16; and

**WHEREAS**, the City has determined that Undertakings may have an effect on properties included in or eligible for inclusion in the National Register of Historic Places and has consulted with the Nebraska State Historic Preservation Officer ("SHPO") and the Advisory Council on Historic Preservation (hereinafter "ACHP") pursuant to 36 C.F.R. Part 800.14; and

**WHEREAS**, the principles set forth in the ACHP's Policy Statement on Affordable Housing and Historic Preservation, which is attached as Appendix A and incorporated herein, shall be taken into consideration by all parties when carrying out the stipulations of this Programmatic Agreement; and

**WHEREAS**, citations made to Section 106 within this agreement relate to the version of 36 C.F.R. Part 800 that became effective on August 5, 2004.

**NOW, THEREFORE**, the City and SHPO agree that the City's HUD-funded programs shall be administered in accordance with the stipulations provided below to satisfy the City's Section 106 responsibilities for all individual Undertakings.

## STIPULATIONS

The City shall ensure that the following measures are carried out:

### I. Qualifications of Personnel

- A. The City shall ensure that all activities and reviews carried out pursuant to this agreement are implemented by or under the supervision of a person(s) qualified in accordance with *The Secretary of the Interior's Professional Qualifications Standards* (hereinafter "Professional Qualifications") (48 FR 44716), attached as Appendix C. The City shall assign a staff person (hereinafter "Head Preservation Administrator" or "HPA"), or retain a consultant, that possesses the Professional Qualifications necessary to monitor the administration of this agreement. When archaeological review and monitoring is necessary, the services of a person(s) meeting the Professional Qualifications for the discipline of archaeology shall be retained.
- B. The City shall notify the SHPO of the personnel responsible for complying with this agreement and shall notify the SHPO when there is a change in personnel. The City shall submit a report to the SHPO verifying the qualifications of the HPA when the PA is renewed, and when a new HPA, either assigned staff person or consultant, is assigned.
- C. If the City does not employ or contract with a qualified HPA, the City shall consult with the SHPO to develop alternate administrative procedures.

**II. Section 106 Review Process.** The City shall follow the process outlined in *Appendix B: Section 106 Review Process* for projects covered by this PA unless circumstances dictate an alternate review process is necessary.

**III. Activities Exempt from Further Review.** All Undertakings not identified under Stipulation II, "Activities Exempt from Further Review," must be reviewed in accordance with 36 C.F.R. Part §§ 800.3 through 800.7.

- A. **General Exemptions.** The following undertakings have no potential or limited potential to affect historic properties and do not require further review or consultation with the SHPO or ACHP. Further compliance with the ACHP's regulation (36 C.F.R. Part 800) is not required.
  1. Repair or rehabilitation, but not demolition or new construction, that involves buildings, structures, or facilities less than fifty (50) years old at the time of the proposed undertaking, provided that:
    - a) The property has not been listed in the National Register of Historic Places (NRHP) at the time of the proposed undertaking, and
    - b) The property has not been determined to be eligible for listing in the NRHP as identified in the records of the SHPO at the time of the proposed undertaking.
  2. Refinancing, without demolition, repair, rehabilitation or construction.
  3. Leasing, without demolition, repair, rehabilitation or construction.
  4. Acquisition or land-banking of vacant real property (i.e., property without buildings or structures) for which there is no reasonably foreseeable plan for redevelopment, reuse, or new construction and without any reasonably foreseeable plan for ground disturbing activity. Properties acquired under this exemption require review pursuant

to 36 CFR Parts 800.3 through 800.6, as appropriate, upon identification of a plan for redevelopment, reuse, new construction, or ground disturbance.

**IV. Exempt Activities.** The following undertakings have no potential or limited potential to affect historic properties and do not require further review or consultation with the SHPO or ACHP, provided the undertakings comply with *The Secretary of the Interior's Standards for the Treatment of Historic Properties*. For purposes of this agreement, the terms "in-kind repair" and "in-kind replacement" are defined as installation of a new element that matches the original material in terms of composition, appearance, dimension, detailing, and durability. In addition, and to the extent practicable, original materials will be preserved and reused for in-kind replacement/repair.

Exempt activities apply to projects not otherwise made exempt under Section II A, "General Exemptions."

**A. Acquisition and Design**

1. Purchase and acquisition of real property.
2. Architectural and engineering fees.

**B. Site Work**

1. Removal and installation of non-historic retaining walls, driveways, curbs and gutters, and parking areas; and for in-kind repair using like materials, techniques, and design of historic retaining walls, driveways, curbs and gutters, and parking areas.
2. Installation or repair of concrete or asphalt sidewalks and alleys.
3. Installation or repair of brick or stone sidewalks and alleys with like materials.
4. Maintenance, repair or in-kind replacement of masonry steps not attached to any building.
5. Installation of landscaping when no grading is required and when excavation of holes for individual plantings is no more than thirty (30) inches deep.
6. Installation or repair of utilities such as water, gas, sewer, and electrical lines.
7. Installation of temporary, reversible barriers such as fencing and construction of pedestrian tunnels.

**C. Exterior Rehabilitation**

1. Securing and "mothballing" of structures, using methods defined in the National Park Service's Preservation Brief 31, *Mothballing Historic Structures*.
2. Installation of scaffolding.
3. Temporary stabilization that causes no permanent damage to the building or site, including installation of temporary bracing, shoring, and tarps.
4. Exterior maintenance and repair made with in-kind materials that do not affect the external appearance and building fabric, including, but not limited to the following:
  - a) Repointing of mortar joints with mortar similar in composition, joint profile, color, and texture. The mortar used in the tuckpointing shall be no harder than the existing mortar and bricks.

- b) Repair and in-kind replacement of foundations, floor joists, and ceiling joists.
  - c) Removal of exterior paint by non-destructive means, limited to hand scraping, low-pressure water wash of less than 400 psi, heat plates or hot air guns, chemical paint removal.
  - d) Application of exterior paint, other than on previously unpainted masonry.
  - e) All lead paint abatement that does not involve removal or alteration of exterior features and/or windows.
  - f) Repair or partial in-kind replacement of wood siding and trim.
  - g) Repair or in-kind replacement of existing porch elements such as columns, flooring, floor joists, ceilings, railing, balusters and balustrades, and lattice.
  - h) Maintenance, repair, and in-kind replacement of roof cladding and sheeting, gutters, soffits, and downspouts with no change in roof pitch or configuration.
  - i) Window repair, including caulking and weather stripping of existing window frames, installation of new clear glass in existing sashes, and replacement of glazing.
  - j) Maintenance, repair, or in-kind replacement of handicapped accessible improvements such as wheelchair ramps, but not including exterior elevators.
5. Installation of storm windows and doors provided the windows and doors are anodized or painted to match the trim and have horizontal and vertical divisions that align with the existing window divisions.
  6. Placement and installation of exterior heating, ventilating or air conditioning (HVAC) mechanical units and vents, provided any exterior HVAC mechanical units at the front of the building are screened from public view.
  7. Installation, replacement, or repair of basement bulkhead doors.

**D. Interior rehabilitation**

1. All plumbing work, including installation of water heaters. In no case shall ceilings be dropped to accommodate such work
2. All electrical work not involving demolition of walls, ceilings, and/or floors.
3. All HVAC systems and their components. In no case shall ceilings be dropped to accommodate such work.
4. Installation of insulation in attics and crawl spaces. In no case shall ceilings be dropped to accommodate such work.
5. Repair and in-kind replacement of plaster walls and ceilings.
6. Installation of drywall where original plaster wall surfaces are missing and where the installation of drywall will not appreciably change the trim profile.
7. Repair and refinishing of interior floors.
8. All painting and carpeting, provided that carpet installation damages no underlying wood or masonry floor surfaces.

9. All kitchen and bathroom remodeling provided the location of walls, windows, or doors are not altered.
10. All lead paint abatement that does not involve removal or alteration of interior features.
11. All asbestos abatement that does not involve removal or alteration of interior features.

**E. Demolition**

1. Securing and “mothballing” of structures, using methods defined in the National Park Service’s Preservation Brief 31, *Mothballing Historic Structures*.
2. Installation of temporary fencing and barriers for the purpose of site control or security.
3. Demolition of structures or building additions less than fifty years old, following review of City records, other than those eligible for listing in the National Register of Historic Places as defined by National Register Bulletin 22, *Guidelines for Evaluating and Nominating Properties that Have Achieved Significance Within the Past Fifty Years*.
4. Demolition of buildings, structures or facilities where a designated City official has determined that the structural integrity has been lost and there is an imminent threat to public health and safety; provided:
  - a) That the property has been evaluated for inclusion in the National Register of Historic Places at the time of the proposed undertaking, and
  - b) That the historical significance of the site has been evaluated for archaeological or other capacity to yield information that may contribute to the understanding of Omaha history, and
  - c) In all such circumstances, photo-documentation shall take place prior to demolition and photography shall follow guidelines established in *The Secretary of the Interior’s Documentation Standards*, when and where safely feasible.
5. Demolition of structures determined by the Nebraska SHPO within the past four years to be ineligible for listing in the National Register of Historic Places, either individually or as part of a district, unless changes in condition or status of the property necessitate review. The four-year time period shall be applied from the date of request for demolition.
6. Demolition of noncontributing accessory structures and those ineligible for listing on the National Register of Historic Places with a building footprint of less than 300 square feet, including, but not limited to, garages, sheds, and carports.
7. Removal and disposal of collapsed building debris and rubble not attached to any structure, except where the building debris is determined to be a contributing element of a site, or district, or archaeological site.
8. Removal of metal awnings, except where the awnings have been deemed to be a contributing element of the structure.
9. Removal of dead trees and brush.

10. Cleanup and removal of trash, refuse, and abandoned vehicles.

11. Grading and seeding sites where demolition has already taken place.

**V. Technical Assistance.** Nothing in this agreement shall be construed as meaning that the City cannot request advice, counsel, or assistance of the SHPO at any time.

**VI. Monitoring.** The SHPO may monitor activities carried out pursuant to this PA. The City shall cooperate with the SHPO in carrying out their monitoring and review responsibilities.

A. The City shall retain and make available to the SHPO public records documenting the date of construction of buildings, structures and facilities less than fifty years old that were demolished under programs covered by this PA.

B. The City shall submit a copy of the yearly *Omaha-Council Bluffs Consortium Consolidated Submission for Community Development Programs: Action Plan* within 15 days after release.

C. The City shall provide an annual report to the SHPO which lists properties that were reviewed for programs covered by this PA.

**VII. Public Participation.** Public participation shall occur in accordance with Implementation Principle II of Appendix A: *ACHP's Policy Statement on Affordable Housing* and according to the process outlined in Appendix B: *Section 106 Review Process*.

A. Consultation with Interested Parties.

1. The City shall identify and invite interested parties (IP) to comment in accordance with the process outlined Appendix B. IP are defined in Part II of Appendix B.

**VIII. Dispute Resolution.**

A. At any time during implementation of the measures stipulated in this agreement, should an objection to any measure or manner of implementation be raised by a member of the public, the City shall take the objection into account and consult with the objecting party and the SHPO to resolve the objection.

B. If the City determines that such objection cannot be resolved, the City shall:

1. Forward all documentation relevant to the dispute, including the City's proposed resolution and SHPO comments, to the ACHP. The ACHP shall provide the City comment on resolving the objection within fifteen (15) days of receiving adequate documentation. If the ACHP does not provide comment within this period, the City may make a final decision on the dispute and proceed accordingly.

2. Prior to making a final decision on the dispute, the City shall prepare a written response to the ACHP and SHPO that takes into account any timely advice or comments regarding the dispute from the ACHP and SHPO and/or other known interested parties, and provide them with a copy of this written response. The City will then proceed according to its final decision.

C. The responsibilities of the signatories to carry out all other actions subject to the terms of this Agreement that are not the subject of the dispute remain unchanged.

**IX. Effective Dates.** This PA will continue in full force and effect until April 1, 2018. At any time during the six-months prior to this date, the City may request in writing that the ACHP and SHPO review the City's program and consider an extension or modification of this PA.

No extension or modification will be effective unless all parties to the PA have agreed to such extension in writing.

- X. Amendments.** Any party to this PA may request that it be amended, whereupon the parties will consult in accordance with 36 CFR § 800.14 to consider such amendment. Twelve months after the execution of this agreement, the consulting parties shall review the process and procedures of this agreement; and if agreed to, make recommendations for amendments to this agreement in writing.
- XI. Termination.** Any party to this Programmatic Agreement may terminate it by providing thirty (30) days notice to the other party, provided that the parties will consult during the period prior to termination to seek agreement on amendments or other actions that would avoid termination. In the event of termination, the City will comply with 36 CFR §§ 800.3 through 800.6 with regard to individual undertakings covered by this PA.

Execution and implementation of this PA provides evidence that the City has afforded ACHP a reasonable opportunity to comment on the program and that the City has taken into account the effects of the program on historic properties.

**SIGNED:**

**City of Omaha, State of Nebraska**

By: James R. Thele  
James R. Thele, Assistant Director – Planning Department

Date: 1/13/13

**Nebraska State Historic Preservation Officer**

By: Michael J. Smith  
Michael J. Smith, State Historic Preservation Officer

Date: 01-23-2013

## APPENDIX A

### ACHP'S POLICY STATEMENT ON AFFORDABLE HOUSING and HISTORIC PRESERAVATION

(Adopted June 26, 1995)

The National Historic Preservation Act of 1966 (NHPA) mandates preservation of the historical and cultural foundations of the Nation as a living part of community life and development in order to provide the American people with a sense of orientation.

It further states that increased knowledge about historic resources, establishment of a better means to identify and administer them, and encouragement of their preservation will not only improve planning and execution of Federal and federally assisted projects and but also assist economic growth and development.

Toward that end, NHPA directs the Federal Government to foster conditions under which modern society and prehistoric and historic resources can exist in productive harmony and "fulfill the social, economic, and other requirements of present and future generations."

Federal agencies that assist in the construction and rehabilitation of housing, most notably the Department of Housing and Urban Development (HUD) and the Department of Agriculture, are tasked with meeting Americans basic needs for safe, decent and affordable housing. Historic properties have played a vital role in fulfilling this objective; this must continue.

It is, however, important that Federal and State agencies, local governments, housing providers, and the preservation community in general actively seek ways to reconcile national historic preservation goals with the special economic and social needs associated with affordable housing, given that this is now one of the Nation's most pressing challenges.

In issuing this policy statement, ACHP seeks to promote a new, flexible approach toward affordable housing and historic preservation, which is embodied in the following Implementation Principles. State Historic Preservation Officers (SHPOs), Federal and State agencies, and local governments involved in the administration of the Section 106 review process for affordable housing projects funded or assisted by Federal agencies are encouraged to use these principles as a framework for Section 106 consultation and local historic preservation planning.

ACHP also encourages HUD, in consultation with the national preservation community, including the National Conference of State Historic Preservation Officers, the National Park Service, and the National Trust for Historic Preservation, to develop comprehensive historic preservation training programs for HUD staff, State, county, and local officials, and housing providers who implement affordable housing projects.

Such training should advance the Implementation Principles and the initiatives outlined in the Secretary of HUD's May 5, 1995, Historic Preservation Directive, focusing on:

- 1) improving coordination of Section 106 reviews;
- 2) evaluating the National Register eligibility of historic properties;
- 3) applying the Secretary's Standards;
- 4) providing technical assistance for routine maintenance and repairs to historic buildings;
- 5) developing financial packages for affordable housing projects; and
- 6) integrating historic preservation into Consolidated Plan Documents and local comprehensive plans.

#### Implementation Principles

- I. Section 106 reviews for affordable housing projects should place principal emphasis on broad-based consensus reflecting the interests, desires, and values of affected communities, neighborhoods, and residents. Consensus-building should be facilitated through training, education, and consultation focused on historic preservation values, collaborative planning, and dispute resolution.
- II. Identification of historic properties and evaluation of their eligibility for the National Register for Historic Places should include discussions with the local community and neighborhood residents to ensure that their views concerning architectural and historic significance and traditional and cultural values receive full consideration by the Federal agency, State, county, or local government, and the SHPO.
- III. When assessing the effects of affordable housing projects on historic properties, consultation should focus not just on individual buildings which may contribute to a historic district but on the overall historic preservation potentials of the broader community, neighborhood, or "target area." This practice will ensure proper consideration is given to the cumulative impacts of projects within a designated area. Historic preservation issues should be related to social and economic development, housing, safety, and programmatic issues integral to community viability.
- IV. Plans and specifications for rehabilitation, new construction, and abatement of hazardous conditions associated with affordable housing projects should adhere to the recommended approaches in *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, when feasible. When economic or design constraints preclude application of the Standards, consulting parties may develop alternative design guidelines tailored to the district or neighborhood to preserve historic materials and spaces to the maximum extent feasible. Alternative guidelines shall be incorporated into executed Memoranda of Agreement or Programmatic Agreements.
- V. Proposals for non-emergency demolitions of historic properties should include adequate background documentation to demonstrate to the SHPO and/or ACHP that rehabilitation is not economically or structurally feasible, or that retention of such properties would jeopardize the implementation of an affordable housing project.
- VI. The Section 106 review process for affordable housing rehabilitation projects and abatement of hazardous conditions should emphasize treatment of exteriors and be

limited to significant interior features and spaces that contribute to the property's eligibility for the National Register, unless otherwise agreed to by all consulting parties.

- VII. Where appropriate, Section 106 reviews for affordable housing projects should be conducted in conjunction with the Historic Rehabilitation Tax Credits and other State and local administrative reviews to ensure consistency of reviews and to minimize delays. When Section 106 reviews for affordable housing projects precede other related reviews, applicants who are seeking Historic Tax Credits are encouraged to seek the advice of the SHPO and to obtain early review by the National Park Service to assure final eligibility for the Historic Rehabilitation Tax Credit.
- VIII. Archeological investigations should not be required for affordable housing projects which are limited to rehabilitation and require minimal ground disturbance activities.
- IX. State, county, and local governments are encouraged to develop Programmatic Agreements that promote creative solutions to implement affordable housing projects and to streamline Section 106 reviews through the exemption of categories of routine activities; the adoption of "treatment and design protocols" for rehabilitation and infill new construction; and the delegation of Section 106 reviews to qualified preservation professionals employed by the local community.
- X. Certified local governments and/or communities that employ qualified preservation professionals, as set forth in The Secretary of the Interior's Professional Qualification Standards should be allowed to conduct Section 106 reviews on behalf of ACHP and/or the SHPO for affordable housing projects when the local government and/or community has executed a Programmatic Agreement with ACHP and the SHPO.

## APPENDIX B

### SECTION 106 REVIEW PROCESS

The following is an outline of the Section 106 Review process for projects covered under this Programmatic Agreement (PA). This document also presents the public participation process to be used for all programs covered under the PA unless a party to this agreement determines that a specific project requires an alternative public participation process.

#### Part I - Section 106 Review Process

- 1) A request for environmental review is submitted to the responsible Manager, City Planner, or designee (hereafter referred to as the Requester)
  - a) Designees may be appointed for projects requiring a Tier II (or project specific) environmental review. Typically the designee will be a Construction Specialist with the City of Omaha (City), but it is not limited to Construction Specialists.
- 2) A Section 106 Review Request form must be filled out for each property within the project area. One form may be filled out for several adjacent properties. If the Section 106 Review has previously been conducted, a subsequent review is not required unless a new scope of work at the project site has been developed. This does not apply to new scopes of work developed in conjunction with the City of Omaha Historical Preservation Administrator (HPA) and/or the SHPO. A blank copy of the Section 106 Review Request form is attached.
- 3) The Section 106 Review Request form includes the following information:
  - i. Property Owner
  - ii. Property Address
  - iii. Date Built
  - iv. Program
  - v. Estimated Rehabilitation Cost (if applicable)
  - vi. Level of Assistance (if applicable)
  - vii. Assessed Value
  - viii. Description of Proposed Undertaking
  - ix. Submitted by
  - x. Turn Around Date
- 4) The Requester forwards the filled out Section 106 Review Request form to the City of Omaha's HPA.
- 5) The HPA reviews the project and makes one of the following determinations:
  - a) Not a Historic Structure.
    - i) If the HPA determines the property is not historic then no further consultation with the HPA, the Nebraska State Historic Preservation Office (SHPO), or Interested Parties (IP), as defined in Part II, below, is required.
  - b) Historic Structure

- i) If the HPA determines the property is historic, then the HPA must evaluate if the project activities meet the requirements for exemptions listed under Section III of the PA.
  - (1) If all project activities meet the definition of an exempt activity listed under Section III of the PA, then modification to the project's scope of work is not required.
  - (2) If any of the project activities do not meet the definition of an exempt activity listed under Section III of the PA, then modification to the project's scope of work is required.
- ii) Modification to the project's scope of work will be conducted by the project manager and/or program manager after consultation with the HPA. Consultation shall provide direction to the project manager and/or program manager regarding steps which must be taken to preserve the historical significance of the property.
  - (1) The HPA, project manager, or program manager must document the results of the consultation by preparing a modified scope of work.
- iii) The Section 106 Review form and the modified scope of work will be submitted to the SHPO and IP.
  - (1) The SHPO will provide comment to the City within 30 days of the receipt of the documents. Work at the project site will not proceed until the SHPO has provided comment, or until the 30-day response period has expired. It will be assumed that the SHPO concurs with modified scope of work if they do not respond by the end of the 30-day response period.
    - (a) If the SHPO concurs with the determination of the HPA, then no further modifications to the scope of work are required. The SHPO will provide a letter stating their concurrence to the City.
    - (b) If the SHPO does not concur with the determination of the HPA, then the SHPO, HPA, and project manager and/or program manager must resolve the dispute. Once the dispute has been resolved, another modified scope of work must be prepared by the City and a letter of concurrence must be provided from the SHPO.
    - (c) If the dispute cannot be resolved, the City will consult with the Advisory Council on Historic Preservation (ACHP). This process is described in Section VI of the PA.
  - (2) IP are not required to provide comment to the City and the City will not wait for comment from IP before beginning work on the project if the SHPO has already concurred with the scope of work. Comments by IP about the scope of work for a project should be directed to the City of Omaha's HPA.
- c) Exempt Activity
  - i) The description indicates an exempt activity, or activities, as defined by the PA, will occur.

- 6) A copy of the signed Section 106 Review Request form, and modified scope of work, if required, will be returned to the Requester, and included as supporting documentation for the environmental review.

**Part II - Interested Parties**

IP are agencies and/or organizations which have an interest in the preservation of historic sites and/or potentially historic sites within Douglas County, Nebraska. IP will be notified of the City's scope of work for historic or potentially historic properties during the public participation process described in Part I.

IP will be sent electronic copies of the Section 106 Review Request form and modified scope of work, if required, sent from the City to the SHPO. The electronic documents will be in .pdf format. The SHPO will also send an electronic copy of their response to IP.

The following organizations have been identified as IP, and have indicated the following email addresses as their preferred means of contact:

- 2020 Omaha, email: (2020omaha@cox.net)
- Landmarks, Inc., email: (board@omahalandmarks.org)

This list can be amended by the agreement of the SHPO and the City. IP are responsible for notifying both the City and the SHPO of any changes to their preferred means of contact. Additional IP may be added to this list by the agreement of the SHPO and the City.

## SECTION 106 REVIEW REQUEST FORM

Please answer the questions to the best of your ability and submit the form to Don Seten with the City of Omaha Planning Department

---

PROPERTY OWNER:

PROPERTY ADDRESS:

DATE BUILT:

PROGRAM:

EST. REHAB COST (if applicable):

LEVEL OF ASSISTANCE (if applicable):

ASSESSED VALUE:

DESCRIPTION OF PROPOSED UNDERTAKING:

SUBMITTED BY:

TURN-AROUND DATE:

---

- Not a Historic Structure
- Historic Structure
- Exempt Activity

---

Don Seten  
HCD Historic Preservation Administrator

Date

## Appendix C

### Professional Qualification Standards

In the September 29, 1983, issue of the Federal Register (48 FR 44716), the National Park Service published the following Professional Qualification Standards as part of the larger Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation. These Professional Qualification Standards are in effect currently. Since 1983, the National Park Service has not issued any revisions for effect, although the National Park Service is in the process of drafting such revisions.

The following requirements are those used by the National Park Service, and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The qualifications define minimum education and experience required to perform identification, evaluation, registration, and treatment activities. In some cases, additional areas or levels of expertise may be needed, depending on the complexity of the task and the nature of the historic properties involved. In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

#### History

The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

#### Archeology

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period.

A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

### **Architectural History**

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

### **Architecture**

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time experience in architecture; or a State license to practice architecture.

### **Historic Architecture**

The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.