

## INDIVIDUAL LANDMARK DESIGNATION FAQs

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### **What is a Landmark?**

Landmarks are protected buildings or sites in the City of Columbia that have architectural and/or historical significance. The City of Columbia boasts over 180 buildings or sites that have been designated as Individual Landmarks based on their architecture or their association with people or events significant in the history of Columbia and the state of South Carolina. Individual Landmarks can be designated as Group I, Group II, or Group III depending on their architectural and/or historical significance.

### **Who designates Landmarks?**

The Landmarking process requires recommendations by the Design/Development Review Commission (D/DRC) and the Planning Commission to City Council. City Council ultimately designates any building or site as an Individual Landmark.

### **How long does the Landmarking process take?**

Designating an Individual Landmark requires a zoning text and map amendment to the Zoning Ordinance. Due to meeting schedules, application deadlines, and various legal requirements of notification (such as sending letters to neighboring properties, newspaper advertisements, and posting the property prior to commission meetings), the Landmarking process could take four to six months to complete.

### **What does Landmarking mean for my building or site?**

When a building/site is Landmarked, Design Preservation overlay zoning is applied to the property. Design Preservation is used to preserve the exterior historic appearance of historic properties and areas within the City as well as protect them from demolition. Design Preservation buildings or areas use **design review** to regulate exterior changes, additions/enclosures, fences/walls, signage, driveways/parking lots, demolition/relocation, and new construction.

### **Why should I Landmark my building or site?**

Individual Landmark designation provides protection to the architectural and historical features that make the building or site a significant part of Columbia's history. Individual Landmarks are also eligible for a tax incentive program known as the Bailey Bill. The Bailey Bill is used to encourage sensitive rehabilitation of historic buildings. If the homeowner invests 20% of the home's value back in to the home with preservation related qualifying expenses, then the assessed value of the property is abated for the next 20 years (i.e., the value of the property may increase over time, but it will continue to be taxed at the pre-rehabilitation assessed valuation for 20 years). More information about the Bailey Bill can be found at <https://www.columbiasc.net/planning-preservation/historic-incentives>.

### **How do I get the Bailey Bill?**

The building is eligible for the Bailey Bill once it is officially adopted as an Individual Landmark by City Council. Once the building is Landmarked, the owner or agent should fill out a D/DRC application and a Bailey Bill application and submit it to City Preservation Staff. Staff will schedule the property to be presented for preliminary certification of the Bailey Bill at the next available D/DRC meeting.

## INDIVIDUAL LANDMARK DESIGNATION PROCESS

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0. Contact the Planning Division (Preservation Staff) for a pre-application meeting.
  - a. Staff will assess the property for eligibility as a Landmark.
1. Owner/agent should submit a D/DRC application and a Planning Commission (text and map amendment) application to City Staff.
  - a. Please note: There is a non-refundable application fee paid to the City of Columbia for a text and map amendment.
  - b. City Staff will contact property owner/agent for any other required materials prior to the commission meetings.
2. Staff will first schedule the property for the next available D/DRC meeting.
  - a. Staff will evaluate the landmark application against the landmark criteria as outlined in the Zoning Ordinance and submit an evaluation to the D/DRC.
  - b. The D/DRC will review the application/evaluation and make a motion recommending for or against the landmark proposal to City Council (*See Sec. 17-654 of the City Code of Ordinances for more information*).
3. Staff will then schedule the property for the next available Planning Commission meeting.
  - a. Staff prepares a case summary of the application for review by the Planning Commission.
  - b. The Planning Commission will review the case summary and make a motion recommending for or against the landmark proposal to City Council.
4. Finally, Staff will schedule the property for the next available City Council Public Hearing. The pending landmark will be presented to City Council and must also receive two readings.
  - a. Generally, a first reading is concurrent with the Public Hearing, though this is at the discretion of City Council and is subject to change.
  - b. Typically, a second reading will be heard at the next City Council meeting.
  - c. Upon a majority vote of City Council, it should pass and be entered into ordinance.
5. Once a second reading is completed the property is officially adopted as an Individual Landmark.

*Note: Bailey Bill Tax Abatement may be applied for after the property is officially adopted as a Landmark. Contact Planning to start this process.*

