



BOARD OF ARCHITECTURAL REVIEW

REVIEW REQUIREMENTS FOR DEMOLITION

CITY OF CHARLESTON
75 Calhoun Street, Third Floor

Charleston, South Carolina 29401

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GENERAL INFORMATION: The Board of Architectural Review (BAR) was established in 1931 with the creation of the first preservation ordinance in the United States. As stated in the City of Charleston Zoning Ordinance, the purpose of the board is "the preservation and protection of the old historic or architecturally worthy structures and quaint neighborhoods which impart a distinct aspect to the city and which serve as visible reminders of the historical and cultural heritage of the city, the state, and the nation." The BAR has demolition review of all buildings in the Old and Historic District, of buildings 50 years or older south of Mount Pleasant Street, and of any buildings located within the City's Landmark Overlay properties.

Board meetings are held at 4:30 p.m. on the second and fourth Wednesdays of each month at 75 Calhoun Street, third floor, City of Charleston Conference Room. Deadline for applications is 12:00 noon, typically ten days prior to the meeting date. For meeting schedules, application forms, or additional information, please visit www.charleston-sc.gov/bar or contact the City of Charleston's Urban Design & Preservation Division staff

SUBMITTAL REQUIREMENTS FOR DEMOLITION:

Demolition is defined as the removal of an entire building or a significant portion of a building. In the case of historic structures, this shall include important elements or features, the loss of which would compromise the structure's architectural character.

- Completed application form and fee.
- 5** sets of materials including each of the following (hard copy):
 - Site Plan or survey, to scale, depicting structure(s), or portions of structures, to be demolished, including site features, surrounding buildings, and adjacent streets. Plans should clearly indicate which portions are to be removed. Please note that requests involving demolition and subsequent new construction should be divided into two separate submittals.
 - Photographs of all sides of the structure(s), including existing conditions and site features. Interior photographs which help to indicate the structural condition should be submitted as well.
 - A structural engineer's report assessing the structural integrity and overall condition of the building. (Not required if structural failure is not the reason for requesting demolition.)
 - If possible, provide historical research, photos, etc., indicating the date of construction of the original structure and any subsequent additions or alterations. The Architecture and Preservation staff is available to assist with research if necessary.
- All of the above materials submitted in digital format on a CD. Please convert all plans and photos to .jpeg format, if possible. If providing PDFs, documents must be merged into a single file where appropriate. The digital submittal should be read-only, named using the following naming system: DocumentNameMeetingdate.fileextension (e.g., SouthElevation3-14-07.pdf).
- An on-site meeting with the City Architect/ Preservation Officer and BAR members is required for demolition requests of significant structures and is typically scheduled the day of the meeting.