

**The Metropolitan Historical
Commission's
37th Annual Preservation Awards**



NOMINATION GUIDELINES

NOMINATION DEADLINE: Friday, March 30, 2012

Metropolitan Historical Commission
Sunnyside in Sevier Park
3000 Granny White Pike
Nashville, TN 37204
(615) 862-7970

MHC PRESERVATION AWARDS NOMINATION GUIDELINES

CATEGORIES FOR NOMINATIONS

Residential –structures built for residential use only. Entries may be judged in two sub-categories: single family and multi-family. Only exteriors of residences will be judged.

Commercial Buildings –structures built for or adapted to commercial use.

Religious Properties

Engineering and Industrial Structures –bridges, factories, etc.

Educational and Institutional –schools, government buildings, etc.

Infill Construction –new structures located within a context of historic architecture

JUDGING CRITERIA AND ELIGIBILITY

- Architectural merit and/or historical interest
- Sensitivity to architectural integrity
- Creativity in adaptation for contemporary use
- Soundness of condition
- Adherence to the Secretary of the Interior's *Standards for Rehabilitation*
- Interiors EXCEPT for residential properties

To be considered, nominated structures must be located in Davidson County and, with the exception of the infill construction category, must have been built no later than 1960. Buildings open to the public as historic sites are not eligible. Previous winners MAY be eligible if the work is significantly different.

Digital images in a jpeg format (300 dpi) are preferred, but color prints (not copies) are acceptable for nomination materials. Please do not include borders or text on photos (include a photo key if the photos require explanation). Do not embed photos in pdfs or PowerPoint presentations, unless individual photos are also provided. If submitting printed photos, do not glue or tape photos to paper, folders, etc. Please contact the MHC if you have any questions about submitting photography.

Incomplete nominations may not be considered for an award. Please fill out the nomination form completely.

JUDGING PROCESS

On Wednesday, May 2, 2012, an independent three-person judging team will tour nominated buildings (exteriors only for those in the residential category) and view the images submitted with each nomination. MHC staff will notify all nominees of the judging date and will contact building owners to schedule tours as necessary. The judges will select the winners. A category may have more than one winner, or it may have none.

A public awards presentation will be held on Thursday, May 31, 2012 (location TBA). At the awards program, judges will announce the winners. Those people associated with the selected projects (owner, architect, contractors, developers, landscape architects, etc.) will be asked to come forward and receive an award certificate.

Thank you for participating in the Preservation Awards program. For more information, please contact the MHC at 862-7970.

16. Description of rehabilitation work (include additional page if necessary; if infill construction, please include construction details):

17. **All entries must include an image of the front elevation of the building or structure as it appears today.** Other images that help judging are views of other elevations, shots of details, copies of “before” rehab photos, and historic photographs. Digital photos in a **jpeg** format may be submitted via email to scarlett.miles@nashville.gov or on CD. Color or black and white prints (not copies) are also welcome. Please identify all images and limit number to 10-12. All submitted images become the property of the MHC and will not be returned. Images may be used in publications and for publicity purposes.

Are images/photographs enclosed as requested? _____ Yes _____ No

May we share these images with the media (newspaper, radio, television)? _____ Yes _____ No

18. Name other individuals or firms (contractors, landscape architects, developers, etc.) who contributed significantly to the project and describe their role (include additional pages if necessary):

Firm name: _____

Contact name: _____

Mailing address: _____

Phone number: _____ Email: _____

Role in project: _____

Firm name: _____

Contact name: _____

Mailing address: _____

Phone number: _____ Email: _____

Role in project: _____

Mail or deliver completed nomination form with images to the MHC by **Friday, March 30, 2012.**
Incomplete nominations may not receive consideration.

**Preservation Awards
Metropolitan Historical Commission
Sunnyside in Sevier Park
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Nashville, TN 37204**

Please contact the Metropolitan Historical Commission with questions at 862-7970.

The Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior is responsible for establishing standards for all national preservation programs under Departmental authority and for advising federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places.

*The Standards for Rehabilitation address the most prevalent historic preservation treatment today: **rehabilitation**. Rehabilitation is defined as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.*

The Standards that follow were originally published in 1977 and revised in 1990 as part of Department of the Interior regulations. They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities, and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.