

# BDS Fact Sheet: Commercial Property Development in Historic Buildings



*Providing protection of historic properties and development services to the City of Spokane and Spokane County since 1979*

The mission of the preservation program is to identify and facilitate the preservation of significant properties over fifty years old, thereby recycling existing structures at a savings to the community and enhancing our quality of life.

## **Steps to Commercial Property Renovation Using Historic Preservation Incentives**

### **Step 1: Meet with Historic Preservation staff.**

Staff can help you plan your project and ensure that you meet the criteria.

### **Step 2: List your property on the Spokane and National Registers.**

Local: Typically, a consultant is hired to prepare the nomination. Cost varies from \$1,000 to \$3,000, depending on the complexity of the application. Nomination includes a city processing fee of \$100 for a commercial building, plus a \$62 County Auditor filing fee upon nomination approval. Listing requires the owner to sign a Management Agreement to follow federal rehabilitation standards when renovating the building.

National: No federal fees for application. No Management Agreement required.

### **Step 3: Design Review**

Local: Submit rehabilitation proposal to the Spokane Historic Landmarks Commission for approval. Staff review fee: \$25. Commission review fee: \$75. Work done without a completed Certificate of Appropriateness fee: \$150. Commission may opt to waive local review if federal tax credit review is planned.

National: Fill out Part II of National Register Nomination and submit to the State Historic Preservation Architect for Review.

### **Step 4: Code Relief.**

Local only: Apply to the Building Department for relief from code requirements. No fee.

### **Step 5: Apply for Incentives**

Local Special Valuation: Apply for Special Valuation incentive through Spokane County Assessor. Costs may be included if expended 24 months prior to the application month. Must have spent 25% of value assessed prior to renovation to qualify. Commercial fee based upon rehab expenditure. Documentation includes before and after photographs, cost breakdown, and proof of payment (receipts, spreadsheet, canceled checks, etc.).

Local Façade Easement: Apply to the City of Spokane for the calendar year in which you intend to take the easement. Following approval, take an income tax deduction as if you made a charitable donation of the amount of the easement. Amount of easement is determined by an appraisal of the façade.

National: Take federal tax credit. Must have spent 100% of adjusted base value to qualify. Federal fees apply.

### **Contact Information**

#### **Spokane City-County Historic Preservation Office**

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