



# BOARD OF ARCHITECTURAL REVIEW

## SUBMITTAL REQUIREMENTS FOR DEMOLITION

**CITY OF CHARLESTON**  
75 Calhoun Street, Third Floor

**DEPARTMENT OF PLANNING, PRESERVATION AND ECONOMIC INNOVATION**  
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 any buildings 75 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 ten days prior to the meeting date. For meeting schedules, application forms, or additional information, please contact the City of Charleston's Architecture and Preservation Division staff.

### DEMOLITION REVIEW:

- Completed application form and fee.
- **5 copies** of a Site Plan or survey, to scale, depicting structure(s), or portions of structures, to be demolished, including site features, surrounding buildings, and adjacent streets.
- Photographs (4 sets) of all sides of the structure(s), including existing conditions, signs, and site features. Interior photographs which help to indicate the structural condition should be submitted as well.
- **5 copies** of a structural engineer's report assessing the structural integrity and overall condition of the building. (Not required if structural condition of building is not reason given for demolition request.)
- 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.
- An on-site meeting with the Preservation Officer (and possibly the BAR members) may be required for demolition requests of significant structures.