

April 6, 2020

Diane Cargin, James Adamson
Cherokee Historic Preservation Commission
cityckech@evertek.net, jpa91843@q.com
Via Email

RE: **Cherokee Commercial Historic District Amendment**
Parts of Main, Maple and Willow, between 1st and 6th streets
Cherokee, Iowa 51012
<https://drive.google.com/drive/folders/1WwW0HZZzuPLqP8k6kyKcpb-VBjaPXhcc?usp=sharing>

Dear Friends:

The State Nominations Review Committee (SNRC) plans to consider the property referenced above for nomination to the National Register of Historic Places during their June 12, 2020, meeting. To view or download the associated nomination and photographs, click on the link listed above.

As a participant in the Certified Local Government Program, the Historic Preservation Commission is required to review and comment on proposed National Register nominations of properties within its jurisdiction. The State is required to provide you with a 60-day period for the review, unless we mutually agree to expedite the process. I am contacting you to ask that you initiate the review process for the Historic Preservation Commission. As an attachment to this notification email is a copy of the review form.

The review process will require the following:

- ◆ The Historic Preservation Commission should review the nomination during one of their meetings. In advance of the meeting, please send a formal invitation to your chief local elected official (the mayor or chair of the Board of Supervisors) with a copy of the nomination. You also need to send a formal invitation to the property owner/owners. If they are not familiar with the National Register of Historic Places, information about listing and the benefits of nomination is available at <http://www.nps.gov/nr/> (see especially the Frequently Asked Questions and Owners sections): You also need to make available copies of the nomination for public review before the meeting. For example, leave a review copy at the courthouse and public library. Please indicate in your public meeting announcement that a review copy of the nomination is available and where the review copies can be found.
- ◆ The question for the Historic Preservation Commission to answer when reviewing the nomination is whether the nominated property meets the National Register of Historic Places criteria for significance and integrity (see Bulletin 15, How to Apply the National Register Criteria for Evaluation). If the Commission feels that the property and the nomination meets the criteria, the Commission should check the box recommending that the property be listed. If the Commission feels that the property does not meet the criteria, then check the box recommending that the property not be listed. Your chief local elected official should use the same approach when reviewing the nomination.

- ◆ You might want to invite the individual who prepared the nomination to attend the public meeting and present the nomination. Please keep a record of the meeting (copy of the public notice, agenda, minutes, list of attendees). At the conclusion of the meeting, the Commission should make a motion regarding their recommendation. The Chairman of the Commission will complete Item #1, the Commission's portion of the review form. Be sure to fill in the date of the public meeting, sign the signature line and record any comments made by commission members during the meeting. If your chief local elected official attended the public meeting, inquire if he/she is prepared to sign the review form.
- ◆ In the event that your chief local elected official was unable to attend the meeting, the Commission Chairman should forward the review form to him/her for review and comment. Have your chief local elected official sign the form and return it to the Historic Preservation Commission.
- ◆ Item #3 on the Review form asks for the review and signature of a preservation professional. If your commission does not have a professionally qualified historian or architectural historian who can complete this part of the form, you may leave Item #3 blank and I will arrange to have a SHPO staff member complete that part of the form.
- ◆ After you have completed Items #1 through #2 (through #3 if a preservation professional is available), please make a copy of the completed review forms for your file and send the original copies of the completed forms to me.
- ◆ The Commission should keep the nomination and photographs. File them in your inventory, as you will need the information for future reference.

If the Historic Preservation Commission and your chief local elected official disagree with one another on the property's National Register eligibility, both views will be presented to the SNRC for their consideration during review of the nomination. If both the Historic Preservation Commission (by Commission majority) and the Mayor do not consider the property eligible for National Register listing, we must halt the nomination. Be advised that when a nomination is halted, the property owner, the person who prepared the nomination or any interested party may appeal the decision. In addition, the nomination will still go forward to the National Park Service for an official "Determination of Eligibility."

Please contact Paula Mohr at 515-281-6826 or paula.mohr@iowa.gov with any questions or concerns regarding the CLG program or the process for this review. You can find the answers to frequently asked questions on our website, such as the meaning of being listed on the National Register of Historic Places or the National Register process <https://iowaculture.gov/history/preservation/national-register-historic-places>.

Sincerely,



Laura Sadowsky

State Historian

Historic Preservation Specialist

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