

## **Responsibilities/ Authority** **UNM Historic Preservation**

### **I. MINOR AND MAJOR CAPITAL PROJECTS REVIEW AUTHORITY**

The UNM Historic Preservation Committee (HPC) reviews all proposed minor and major capital projects to monitor their effect on UNM's historic resources.

**Preliminary discussions with HPC on preservation issues is strongly encouraged at the beginning of a project, before design commences.**

- a. Formal review and written recommendations are required for all properties ranked 1 (Highest- historically very important) and 2 (medium- has historic features) in the UNM Campus Heritage Plan as adopted by the Regents. (See attached UNM Historic Property Rankings).
- b. The Committee must review and make recommendations within 30 days following a request and submittal of documents.

### **II. PROJECT SITE REVIEW**

Information on campus sites selected for Capital Projects is presented to HPC following the site selection process.

- a. **It is recommended that the HPC chair or their designee be included in the site selection process.**

#### **b. SITE RECCOMENDATION**

The HPC makes written recommendations within 30 days following a submittal of documents about the site for transmittal to the Capital Project Manager and UNM Architect.

### **III. CAPITAL PROJECT REVIEW**

**Preliminary discussions with HPC of preservation issues is strongly encouraged at the beginning of a project, before design commences.**

**Capital building and landscaping architectural projects are reviewed by HPC that exceed \$500,000 and/or any of the following: alter the façade, alter the site, alter pedestrian zones, change use, alter historic elements of campus or alter any other character defining feature as defined in the pertinent building or landscape entry of the UNM Heritage Preservation Survey and Plan.**

- a. **PROJECT REVIEW:** The Project Manager must request an HPC historic effects project review with the HPC Chair within 10 days of the HPC regular monthly meeting for inclusion in the monthly meeting agenda. The HPC meets on the first Monday of each month.
- b. All documents listed in the HPC review checklist must be submitted 10 days prior to the HPC review meeting.

c. **PROJECT RECCOMENDATION:** The committee makes written capital project recommendations for transmittal to the Capital Project Manager within 30 days of review request.

d. Following the HPC historic review and Committee findings report to the PM; the HPC or their designee(s) will be included in subsequent Office of Capital Projects Capital Projects Design Development, (DD) reviews at 50% DD and 90% DD for all UNM major capital projects.

#### **IV. DEMOLITION OR SIGNIFICANT ALTERATIONS**

**HPC will review all demolition plans for all historically significant buildings, landscapes and places or objects that possess exceptional values or quality in representing and reflect the architecture and cultural heritage of the University (Ranked 1 and 2 properties).**

a. **PROJECT RECCOMENDATION;** the Committee makes written demolition and significant alteration recommendations for transmittal to the Capital Project Manager and UNM Architect within 30 days of review request.

- The HPC may require that an historic survey of the property be completed prior to making a final Committee recommendation.
- If Demolition is approved the HPC may require that a Historic Buildings Survey be completed following National Historic Preservation survey requirements.
  - Documentation and research of the building must be completed and transmitted to the HPC and Center for Southwest research for archival records prior to the demolition or significant alteration of the structure.
  - The project must bear the sole costs of research, documentation and transmission for archival record.

#### **V. ADDITIONS ALTERATIONS AND MAINTENNACE**

**All exterior and interior alterations that affect Ranked 1 and 2 historic buildings and landscapes along with alterations to existing UNM public art objects and sites must be reviewed by the HPC.**

- a. Project Managers must review proposed permanent alterations including both minor and major capital projects with the HPC Chair or their designee to determine if a change will affect the character-defining features of the historic building, landscape, or artwork.
- b. The HPC Chair in communication with the Project Manager will determine the project's effect on the historic property and submit a written recommendation that may include:
  1. Project approval. The HPC Chair may approve minor capital projects if they are determined by the Chair to have insignificant effect on the property.

2. Request additional information such as project plans and drawings, materials spec sheets and architectural and engineering plans.
  3. Submittal for review by the HPC. The HPC Chair will determine if the project requires full HPC review and require the Project Manager to submit review materials 10 days prior to the HPC monthly meeting.
- c. **PROJECT RECCOMENDATION** The committee makes written additions alterations and maintenance recommendations for transmittal to the Capital Project Manager and/or Construction Manager within 30 days of review request.
  - d. If a change to the building or landscape is approved by the HPC, the HPC may require documentation of the structure or landscape prior to alterations. The Project Manager must submit all required documentation to the HPC.

**VI. State and National Registered Cultural and Historic Property**  
**All exterior and interior alterations that affect State and/or National registered historic and cultural properties must be reviewed by the HPC prior to requesting a New Mexico State Historic Preservation Office, (SHPO) Section 106 project review and assessment.**

- e. The Prehistoric and Historic Sites Preservation Act of 1989 (Sections 18-8-1 through 18-8-8, NMSA 1978), among other things, prohibits the use of state funds for projects or programs that would adversely affect sites on the State or National Registers unless the state agency or local government demonstrates that there is no feasible and prudent alternative and that all possible planning has been done to minimize the harm to the register site. SHPO works closely with UNM and the HPC, in particular, to find ways of accommodating development while still preserving the historic character of UNM.
- f. Project Managers must submit an application for project review with the HPC within 10 days prior to the HPC monthly meeting.
- g. Project Managers in consultation with the HPC Chair or their designee must submit all materials required for a SHPO Section 106 Review to the HPC Chair within 10 days of the HPC review meeting.
  1. The HPC may assist and make recommendations for materials to include in the SHPO Section 106 review documentation.
  2. The HPC will provide the Project Manager with the HPC meeting minutes and the HPC letter of project disposition recommendation to the New Mexico SHPO for inclusion in the section 106 submittal within 10 days of the final HPC meeting review.

- h. **PROJECT RECCOMENDATION** The committee makes written additions alterations and maintenance recommendations for transmittal to the Capital Project Manager within 30 days of review request.
- i. If a change to the building or landscape is approved by the HPC, the HPC may require documentation of the structure or landscape prior to alterations. The Project Manager must submit all required documentation to the HPC.

## VII. CAMPUS PLANS

**Development Plans, Master Plans, Transportation Plans, and Sector Plans that involve** updates and alterations to the UNM campus that effect structures, changes to patterns of access and circulation systems on campus and connecting to City systems, and landscapes are reviewed by HPC. The review establishes the preservation of the Campus' overall historic character recognizing that both character defining features in architecture and landscapes and the relationship between historic buildings, the landscape, and the open space surrounding them or between them helps define the character of the site and campus.

- a. The HPC will pass on written recommendations only if actions on the plan are scheduled for approval by the UNM Regents; if no action is required then planning information is transmitted to the HPC as part of the planning process and to share information to better inform the plans to preserve and reinforce the historic character of the University.

## II. COMMUNICATION

**Information** on pending campus development is shared with the HPC to keep the committee informed. No recommendations are made on these items until they are presented for informal information sharing only.