



2018 CAROLOPOLIS AWARD INFORMATION

Since 1953, the Preservation Society of Charleston has honored exceptional efforts to preserve historic structures through the Carolopolis Award program. At its core, the Carolopolis Award seeks to promote excellence in historic preservation through recognition of extraordinary private and public projects that protect the historic resources of Charleston and the Lowcountry. After sixty-three years and more than 1,400 awards given, the Carolopolis Award has become as much a part of the fabric of the city as the buildings and structures it honors. Today, Charleston is a much different city than when the Preservation Society awarded its first Carolopolis in 1953. The demands of preservation in Charleston have expanded, and with it, so too has the Carolopolis Award program.

Award Categories

CAROLOPOLIS AWARD - EXTERIOR: Awarded for exceptional exterior rehabilitation, restoration, or preservation.

CAROLOPOLIS AWARD - INTERIOR: Awarded in recognition of excellence in interior preservation of historic, publicly accessible buildings including but not limited to houses of worship, as well as civic and cultural buildings.

CAROLOPOLIS AWARD - NEW CONSTRUCTION: Awarded to bring focus to creative design solutions for small-scale, compatible infill buildings in historic contexts. Residential, commercial, and mixed-use buildings are all eligible.

PRO MERITO AWARD: Awarded to properties that received a Carolopolis at least twenty years ago and have maintained a high standard of preservation or have undergone a second, significant exterior rehabilitation, restoration or preservation effort.

Eligibility

- The Carolopolis Award is not presented for what would otherwise be considered routine maintenance.
- Projects must have been started and completed within the last three years, with approval of the Board of Architectural Review if applicable.
- Additions will only be considered as part of a larger rehabilitation, restoration or preservation project.

- All work must be completed by submission date of the nomination. Incomplete or partial projects will not be awarded.
- Preservation Society employees shall not be eligible for an award.
- Anyone can nominate projects. Self-nominations are welcome.

The following points from The Secretary of the Interior's [Standards for the Treatment of Historic Properties](#) outline best preservation practice and inform Carolopolis Award winning projects.

- The property's historic use will be maintained, or its new use will retain distinctive materials, features, spaces, and spatial relationships.
- The historic character of the property will be retained and preserved, including its features, spaces, and spatial relationships.
- Each property is a physical record of its time, place, and use. Any work done should be physically and visually compatible, identifiable upon inspection, and properly documented for future research.
- Distinctive materials, features, finishes, examples of craftsmanship, and changes to the property that have acquired historic significance will be retained and preserved.
- Replacement of features should match the old material in composition, design, color, and texture.
- Chemical or physical treatments will be undertaken using the gentlest means possible.

Requirements

1. Applicants must be members of the Preservation Society. Please contact Rachel Mason at (843) 722-4630 to verify membership status.
2. Application fee:
 - There is a \$50 application fee for a project to be considered. If you are submitting more than one project, a \$50 fee must accompany each nomination.
3. A completed application, which includes:
 - A completed nomination form (see pages 4-5)
 - A completed project narrative (see page 6-7)
 - **High-resolution, high-quality photographs**
 - Submit a flash drive, email, or Dropbox link containing "before" and "after" images as JPEG or TIF files. If submitting images by email requires you to submit more than three emails because of large file sizes, please use a Dropbox link or submit a flash drive. **Good "before" images are critical to understanding the scope of the work and judging the merits of the project.** Please do not include written comments or numbers on the individual images.
 - **Supplemental materials should be limited to historical documentation.** Only a completed nomination form and photographs are required, but historical documentation about the property is welcome too. The Society may request a site visit if the application or photographs are unclear, or to better understand the scope of work of the project.
 - If the project is selected for a Carolopolis Award, the property owner consents to the Society's use of any photographs and narrative materials submitted in support

of the application at the Carolopolis Awards, in the Society's printed or digital materials, and as part of press packets about the Awards.

4. Send to the Preservation Society of Charleston by September 14, 2018. **Nominations are accepted no later than 5:00pm on Friday, September 14, 2018.** Materials can be mailed to: Carolopolis Awards, Preservation Society of Charleston, P.O. Box 521, Charleston, SC 29402 or e-mailed as a PDF with **separate** photographic attachments as JPEGs, TIFs, or in a Dropbox link to Anna-Catherine Carroll at accarroll@preservationsociety.org.
5. A representative associated with the project (owner, contractor, architect, etc.) should be present, if feasible, at the Carolopolis Awards to receive the plaque.
 - o The Carolopolis Awards presentation is scheduled for a to-be-determined date in January of 2019.
6. The recipient agrees to install and maintain the Carolopolis Award plaque (or Pro Merito plaque if applicable) in a visible location on the primary façade of the building that received the award. Plaques given for interior projects shall be placed in a conspicuous location in the interior of the building, near its entrance.
 - o The plaque may not be transferred or sold, and if it is to be permanently removed from the façade or interior for any reason it is to be returned to the Preservation Society of Charleston.

2018 Carolopolis Award/Pro Merito Award Nomination Form

Please type or print clearly.

Please check all that apply:

- Carolopolis Award - Exterior
- Carolopolis Award for Interiors
- Carolopolis Award for New Construction
- Pro Merito Award (only check if property received a Carolopolis Award at least 20 years ago)

Property Information

Street Address of Nominated Property: _____

City/State/Zip Code: _____

Neighborhood: _____ Under BAR jurisdiction? yes no

Is this property subject to a conservation easement or covenant? yes no

Has this property received any other awards? yes no Award: _____

Nominator Information

Name: _____

Address: _____

E-mail: _____ Phone: _____

Relationship to project/owner: _____

Signature of property owner consenting to nomination:

(The Preservation Society will not accept a nomination form that is not signed by the owner of the property being nominated)

Property Owner Information

check this box if this information is the same as above

Property owner name(s): _____

Mailing address: _____

E-mail: _____ Phone: _____

Historical Background Information

Have you done any historical research on this property? yes no

Do you have any historic photographs of this property? yes no

Historic name of property (if any): _____

Original date of construction: _____ Original owner: _____

Original architect: _____

Original contractor: _____

If you have done any historical research, please explain any important historical facts about the property. If you have any historical imagery, please include it in the nomination package as well:

General Project Information

Date the project was initiated: _____

Date the project was completed: _____

Name/address of architect: _____

Name/address of contractor: _____

Project Narrative

Please provide as an attachment a summary of the project, highlighting key achievements. **This is your opportunity to tell why this project deserves recognition.**

Detailed information to include:

- Foundation:
 - i.e. repair of brick piers, removal of CMU infill, changes in ground elevation, excavation, etc.
 - Were any historic materials completely removed?
- Structure:
 - i.e. framing, floor joists, roof joists, etc.
 - Were any additions or parts of the building removed entirely? Were any additions made to the structure?
 - Any repair, replacement, or removal of the siding. Was any research done to determine historic paint colors?
- Porches or piazzas:
 - Any alterations or replacements of columns, balusters, or rails.
 - Were any conjectural elements restored to the porches or piazzas?
 - Were there any enclosures with screens or glass, or were any enclosures removed completely?
 - Were any known historic porches or piazzas that were missing and *not* restored?
- Windows and doors:
 - Were historic windows retained?
 - Were any new doors or windows cut into the building?
 - Explain any changes in door or window hardware.
 - Were historically appropriate, operable shutters part of this project?
- Roofing and chimneys:
 - Were any materials repaired or replaced?
- Landscaping:
 - Were any historic landscaping features preserved or restored during this project?
 - Explain how landscaping choices relate to the historic character of the site and neighborhood.
 - Explain any exterior lighting choices on the building or in the landscape. The installation of overly decorative and historically incongruous lighting features, including the installation of gas lanterns on houses built after the advent of electricity in Charleston, is strongly discouraged.
- Please describe any other components of this preservation project that are especially noteworthy for consideration by the Society.
- Interior Projects: plaster, windows and doors, flooring, fireplaces, mantels, woodwork, ornamentation, and creative approaches to lighting and conditioning
- New Construction Projects: how all above materials, finishes, design elements contribute to this project's contextual compatibility

Thank you for completing this nomination! As a reminder, be sure to submit clear, high-resolution “before” and “after” photographs of all façades of the building or the interior, if applicable, as well as key elements of the project, particularly if they were discussed in the narrative above. **Photographs must be in digital format (JPEG or TIF), delivered via Dropbox link, email, or on a thumb-drive.**

Signature of Nominator:

Date: _____

I am a member of the Society: yes no

I have paid the application fee: yes no

Please submit the completed nomination form, project narrative, digital image files, and fee by 5:00 PM on September 14, 2018.

- By mail to: The PSC Carolopolis Awards, P.O. Box 521 Charleston, SC 29402 or
- By e-mail to: accarroll@preservationsociety.org (mail or deliver check separately) or
- In person to: The Preservation Society of Charleston Shop, 147 King Street.