



CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

**Historic House Specialist:
Resources and City Processes**

**Provider: 0008 - REALTOR
Academy, Course #34425**



Historic House Specialist Certification

CERTIFICATION REQUIREMENTS

- Take all three (3) courses (one of each 1 hour, 2 hour, and 3 hour)
- Pass final online exam

ONCE CERTIFIED

- Listed on OHP's website
- Listing as a Certified member of the SA Rehabber Club
- Emailed certificate
- Signature Designation
- Membership card (business card size)

CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

HISTORIC HOUSE SPECIALIST CERTIFICATION

Earn a certification issued by the City of San Antonio's
Office of Historic Preservation. Over 10,260 properties are designated historic.
Become a certified expert and increase your clientele!

COURSE TOPICS
Design review and Permitting
Property Work History
Architectural Styles
Benefits of Preservation
Wood Windows 101
Case studies of past projects
Tax Incentives
Research

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CERTIFICATION REQUIREMENTS
Licensed Real Estate Agent
Complete one of the each of the following courses:
Historic Home Specialist: Resources and City Processes (3 CE)
Historic Home Specialist: Unique San Antonio (2 CE)
Historic Home Specialist: Preservation in Action Tour (1 CE)
Pass Online Exam

LEARN MORE...
All certification course details can be found at both SABOR and the City's Office of Historic Preservation.
Non-agents can attend each course, but preference will be given to agents.

Office of Historic Preservation
www.SAPreservation.com
210-207-0055

SABOR
www.realtoracademy.com
210-593-1200



Why Preserve?

The purpose of OHP is to safeguard the **cultural, economic, and environmental sustainability** that preserves San Antonio's unique sense of place, economic competitiveness, and authenticity.



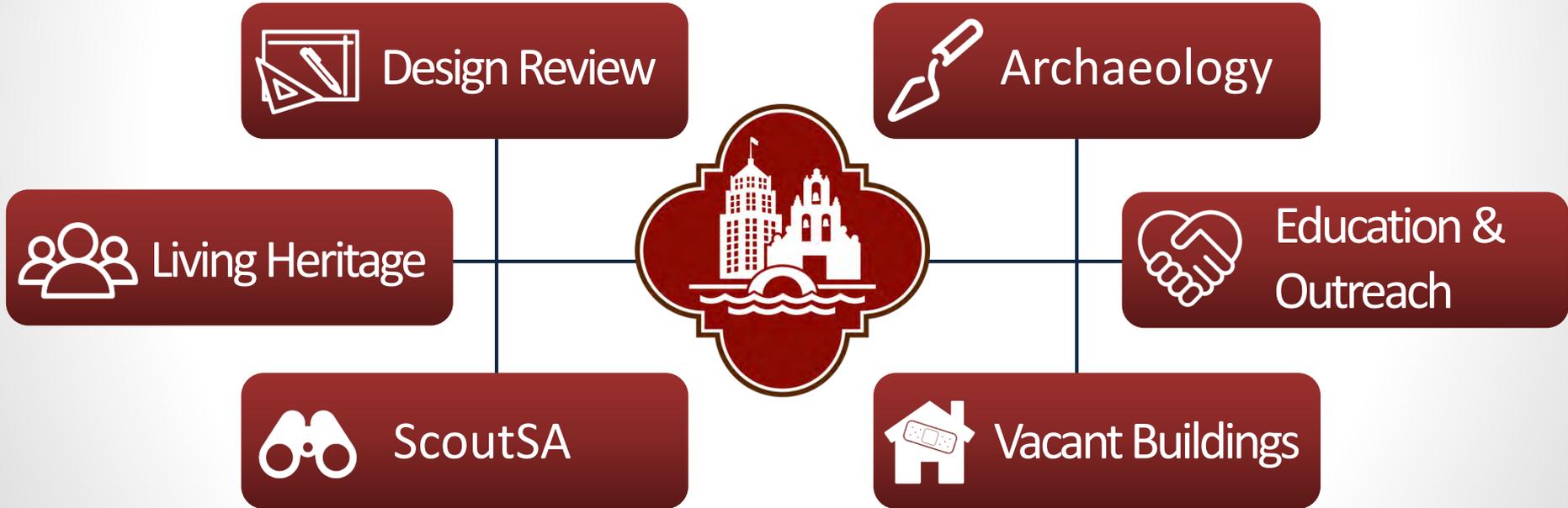


About the Department

- Since 2008
- One of largest municipal programs in the country; 20 FTE's
- Leader in Texas; 1/3 of all reviews
- Leader nationally in public outreach and engagement by a municipality
- 31 Historic Districts
- 1,600 Landmarks
- 7 RIO Districts
- Downtown Zoning
- Public Facilities / ROW
- Viewsheds / MPOD
- Eligible properties
- City Incentives



Program Areas





CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

Huy Pham

Historic Preservation Specialist

Design Review, HDRC & Enforcement



Jurisdiction

31 Historic
Districts

7 RIO
districts

1668+
Individual
Landmarks

Downtown
District

All public
property

All city-wide
demolitions



Is My Property Historic?

sanantonio.gov/historic or sapreservation.com

OFFICE OF HISTORIC PRESERVATION

HISTORIC HOME

- ABOUT >
- COMMUNITY & EVENTS >
- CURRENT PROJECTS & INITIATIVES >
- PROGRAM AREAS
- ARCHAEOLOGY >
- DESIGN REVIEW >
- LIVING HERITAGE >
- SCOUTS: SURVEY & DESIGNATIONS >
- VACANT BUILDINGS >

SA GOV RELATED SITES

- DEVELOPMENT SERVICES
- PLANNING AND COMMUNITY DEVELOPMENT
- WORLD HERITAGE OFFICE
...MORE
- PRESERVATION PARTNERS
- CONSERVATION SOCIETY
- POWER OF PRESERVATION
- PRESERVATION TEXAS
...MORE
- LEADERSHIP

SHARON SHEA MILLER
Director



SA SPEAKUP: WOODLAWN LAKE

Meetup with your neighbors to learn how the City of San Antonio can work with you to preserve places in our community



APPLICATION
PORTAL



HDRC SCHEDULE
& AGENDAS



REHABBER
CLUB



SCOUT SA

Connect with the
OFFICE OF HISTORIC
PRESERVATION



SIGN UP FOR E-ALERTS!

EXPLORER MAP



LEGACY BUSINESSES



HPTV: LATEST EPISODE



Address Information

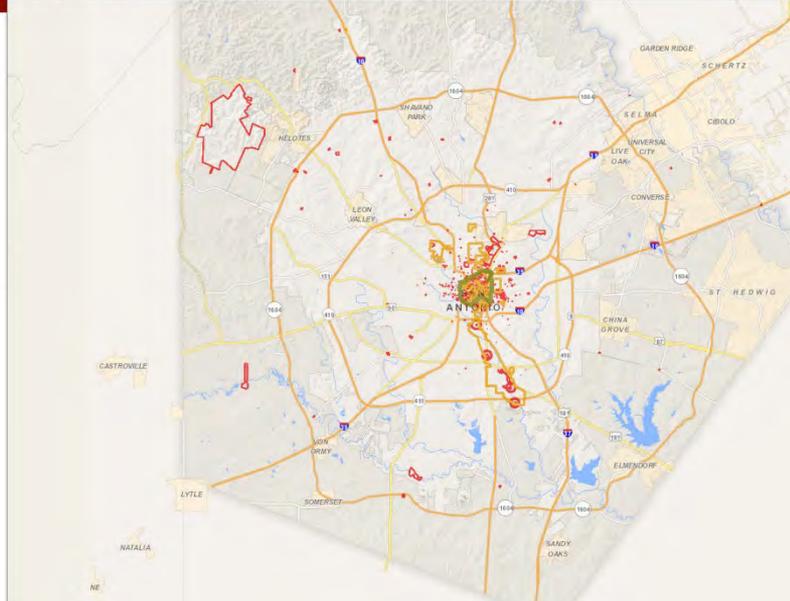
Search for address or click on the map.

address (ex. 111 Soledad St)

Legend

- COSEA Address
- SCAD Parcels
- CBD
- Historic Districts
- Historic Landmarks
- Alamo Watershed
- Mission Protection Overlay District (MPOD)
- River District
- Current Zoning

OHP Address Search





What COAs/permits have been issued to this property?

PERMIT SEARCH

<https://webapp11.sanantonio.gov/bipi2/permitsforaddress.aspx>

Or call 210-207-1111

COA SEARCH

<https://webapps.sanantonio.gov/ohpe/search/searche2.aspx>

Or call 210-207-0035

Plan Reviews/Permits/Inspections For An Address

Permits for address 1901 alamo

House Number:
 Street: Bldg./Suite: Example: 2 or BLDG:2 or SUITE:201

Permit Number	Address	Contractor/Contact	Completion Date	Status	Type	Inspections	Reviews
1901	1901 S ALAMO ST 101 DRESDEN SAN ANTONIO TX PARCEL:599969	D & R SIGNS LLP		OPEN	GENERAL	Inspections	Reviews
210856	1901 S ALAMO ST PARCEL ID 254607	RALPH J VAN TASSELL JR. D & R SIGNS LLP	02/01/2017	CLOSED	SIGN PERMIT APPLICATION	Inspections	Reviews
327298 324618	1901 S ALAMO ST 1901 ALAMO ST S	GEORGETTE MC CUE		CLOSED	COMMERCIAL SINGLE BUILDING	Inspections	Reviews
600614 359978	1901 S ALAMO ST 1901 ALAMO ST S	METROPOLITAN CONTRACTING COMP YVONNE PATTON		CLOSED	COMMERCIAL SINGLE BUILDING	Inspections	Reviews
880553	1901 S ALAMO ST	CITY OF SAN ANTONIO		OPEN	GENERAL	Inspections	Reviews
884741	1901 S ALAMO ST	CITY OF SAN ANTONIO		OPEN	GENERAL	Inspections	Reviews
916119	1901 S ALAMO ST	CITY OF S.A. GEORGE E PEREZ		OPEN	MISC NO REVIEW	Inspections	Reviews
916495	1901 S ALAMO ST	CITY OF SAN ANTONIO PATRICK J POLOSKEY		OPEN	GENERAL	Inspections	Reviews
924751	1901 S ALAMO ST	WILLARD C MINTON	10/21/2003	CLOSED	GARAGE SALE PERMIT	Inspections	Reviews

House Number:
 Street Name:

Street Name Search Type: Starts Contains Ends

Total Requests Found: 1

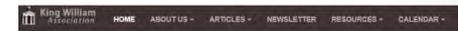
Request Nbr	Request Date	Address	Common Name	Structure Name	Applicant	Action Taken	Action Date	Detail
<input type="checkbox"/> 2015-2103	06/18/2015	1901 S ALAMO ST			Stein, Aaron	COA RF-COA	06/18/2015 06/24/2015	More...



Is there a neighborhood association for this property?



[About Dignowity Hill](#) ▾ [About DHNA](#) ▾ [Meeting Minutes](#) ▾ [Committees](#) ▾ [Calendar](#)



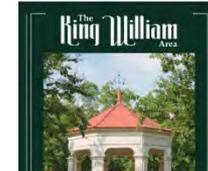
2018-2019 KWA Grant Application

The charter of the King William Association aims to preserve and promote the "early life and cultures of San Antonio... as reflected in some life, government, religion, education, industry (work) and the arts and crafts." In addition, early life and culture includes structures, infrastructure, documents, records, and related aspects of business.

For those interested in applying to the The King William Community Cultural Development Fund Grant Program, please click the link below and follow the instructions.

[Click here for the 2018-2019 KWA Grant Application](#)

The King William Area - by Jessie Simpson and Mary Burkholder



These are the stories of the houses, their beginnings and who built them, and something of the people who lived there throughout the years, for a house is but an empty shell without some tale of those who made it a home.

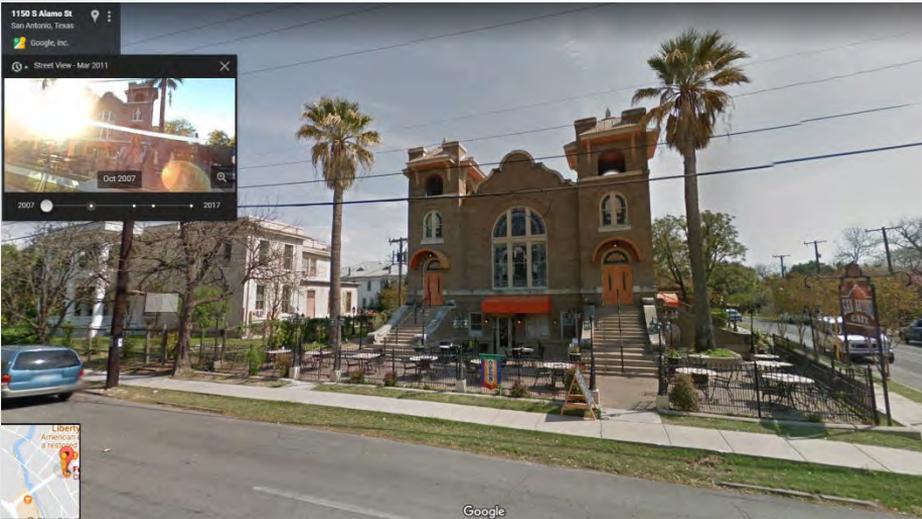
Separate photographs of each house in the neighborhood are supplemented with short histories and architectural descriptions. The book serves equally well as a coffee table decoration, a guide to the houses or interesting historical reading.

For over forty years, scholars, historians, tourists and especially King William neighbors have relied on the 1976 edition of *The King William Area* for reference, guidance and entertainment. This edition updates, corrects and expands the original.

Perfect binding, 8 1/2 by 11 inches with 162 pages.



What did this house used to look like?



2007



2017



I WANT TO WORK ON MY HISTORIC PROPERTY

OHP has purview over **all work *except* the interior** of structures.

1. Exterior maintenance and alterations (windows, doors, walls, roofs, foundation, siding, porches, decks, chimneys, etc.)
2. Additions
3. New Construction
4. Site Elements (landscaping, retaining walls, fences, walkways etc.)
5. Signage
6. Demolition (partial, total, primary and accessory structures)
7. Historic Tax Certification/Verification



WHICH FORM DO I NEED?

HDRC Application	Administrative C of A Application
New Construction or additions to buildings	Replacement of aged or deteriorated exterior materials or surface finishes with the same materials or finishes
Exterior alterations in material and design including replacing historic or original windows with non-historic materials.	Foundation repair. Sidewalk, driveway, or patio repair
Demolition of a structure in a historic district, RIO district, or a landmark designated structure	Glass window replacement with no change in appearance. Window and door repair with same material
Construction, alteration, or removal of new stairs, deck, porch, railing	HVAC unit placement in rear of house
Relocation of historic structure	Replacement or new fencing for the side and backyard with appropriate material and in conformance with the UDC
New hardscaping, new or expanded driveways, new or expanded parking areas	New or replacement exterior lighting fixtures for residential homes with no impact on surrounding homes
Change in materials for replacement of features such as roof, windows, doors	Refacing or replacement of appropriate signs in conformance with the UDC and RIO guidelines. New signage for buildings with an approved Masterplan. Temporary banners
Construction of new accessory structure larger than 200 square feet or with a foundation	Replacement of synthetic siding with original wood siding
Changes to COA or renewal of expired COA	Removal of burglar bars and burglar doors
Historic Landmark designation, new historic district designation	Addition of prefabricated storage shed no larger than 200 square feet with no foundation located in the rear of the property
New exterior signage	Paint color that is consistent with the district on previously painted surfaces
New front yard fencing	Minor landscaping and sprinkler systems. Backyard landscaping. Construction, addition, or removal of inground swimming pools installed in the backyard
Tax Certification and verification	Demolition of non-historic accessory structures, non historic additions of non-historic materials. Reopen enclosed porch.



HOW TO SUBMIT A COMPLETE APPLICATION

PHOTOS

one photo from the sidewalk, one photo of each side of the structure, photo(s) of the specific request location (windows, porch, roof, landscape, etc).

MEASURED DRAWINGS

measured drawings with materials labeled (site plan, elevation drawings, 3D renderings or perspective drawings), specification sheets from manufacturers, photo of the exact architectural element you are proposing to install.

CONTEXTUAL INFORMATION

labeled photo examples on the block or in the district, an expert's letter commenting on "deterioration beyond repair" or "economic hardship for rehabilitation", letters of support from neighborhood associations or other interested parties.



WHICH FORM DO I NEED?

Administrative Approval

- *General repair and maintenance*
- *Most landscaping*
- *Minor alterations*
- *In person or via email*
- ***No application fees***

1500

Admin
approvals per
year



24 HOURS





WHICH FORM DO I NEED?

Historic and Design Review Commission (HDRC)

- *Alterations, additions and new construction*
- *Permanent hardscaping / landscaping changes*
- *Public projects*
- *Demolition of landmarks*



2.5 week from application
deadline to hearing

10 day review process

Hearings 1st & 3rd Wednesday



Historic and Design Review Commission (HDRC)

- *Noticed Public Hearing*
- *No fees for residential applications*
- *HDRC approves 98% of requests*



10 DAYS

10 DAYS

Preliminary
Consultation
(Optional)

Application

Staff Review

HDRC Action

Decision



What to expect

- *Your Case Manager will walk you through the process*
- *The HDRC may have additional questions at the hearing*
- *Stipulations are sometimes added to an approval*

DID YOU KNOW?

Only a small percentage of projects are actually denied by the HDRC. Over 95% of all applications receive approval!





Available Services

Conceptual Approval

Schematic design

Prior to construction drawings

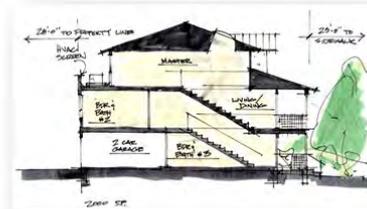
Commission action is non-binding

Final Approval

Certificate of Appropriateness

80% working drawings (permit set)

Approvals good for 180 days





Resources

The Historic Design Guidelines offer illustrated guidance for exterior maintenance and alterations



1. Using the Historic Design Guidelines

City of San Antonio Historic Design Guidelines
Office of Historic Preservation





SUBSTANTIAL REHABILITATION TAX INCENTIVE AND FEE WAIVER PROGRAMS

Local Tax Incentives

What's required:

Before: Work to be done (CERTIFICATION)

- a. Cost estimate
- b. Timeline
- c. Before photos
- d. Work to extend the life of the home

After: Work done (VERIFICATION)

- a. Itemized list of cost of work done
- b. After photos
- c. Proof of permits pulled on all work





COMMON ISSUES

Xeriscaping is not “Zero-scaping” –xeric plants, not just crushed rocks



- **Do** retain at least 50% of green space in your landscaping plan through turf grass, the integration of native, drought-tolerant, low-maintenance plantings, or a combination of both. **Exceeding 50% native green space is highly encouraged.**
- **Do** incorporate natural-colored (not black) gravel, decomposed granite, river rock, mulch, and other pervious ground cover to help facilitate rainwater absorption. These elements should be used as accents or for pathways versus primary coverage.
- **Do** incorporate rocks with a diameter of less than 2 inches.
- **Do** incorporate rock ground cover or low, native plantings near the foundation of your historic home to protect from water infiltration. Planting trees or shrubbery directly adjacent to your foundation is discouraged, as roots can cause damage to the structure as they grow.
- **Do** incorporate rain catchment systems in the side or rear yard in a manner that does not negatively impact the visibility of the historic structure from the public right-of-way.
- **Do** incorporate Texas Agricultural Extension's seven basic principles that lead to saving water:
 - ✔ Planning and design
 - ✔ Soil analysis
 - ✔ Practical turf (grass) areas
 - ✔ Strategic use of mulches
 - ✔ Appropriate plant selection for your area
 - ✔ Efficient irrigation
 - ✔ Effective maintenance



COMMON ISSUES

We do not dictate paint color; just don't paint over unpainted brick masonry. Check out Sherwin Williams historic color series if you'd like though! National Park Service's Preservation Briefs. There are 50+!
<https://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm>

Technical Preservation Services
National Park Service
U.S. Department of the Interior

Home > How to Preserve > Preservation Briefs > 10 Paint Problems

Preservation Briefs
See Preservation Briefs 1-50

Some of the web versions of the Preservation Briefs differ somewhat from the printed versions. Many illustrations are new and in color. Captions are simplified and some complex charts are omitted. To order hard copies of the Briefs, see [Printed Publications](#).

PRESERVATION BRIEFS

10
Exterior Paint Problems on Historic Woodwork
Kay D. Weeks and David W. Look, AIA

- Purposes of Exterior Paint
- Treating Paint Problems
- Justification for Paint Removal
- Paint Removal Precautions
- Repainting Historic Buildings for Cosmetic Reasons
- Conditions/Recommended Treatments
- Selecting the Safest Method to Remove Paint
- General Paint Type Recommendations
- Summary and References
- Reading List

Download the PDF

Peeling paint on historic wood siding. Photo: ©John Leeke, 2002.



COMMON ISSUES

While brown street signs help identify historic districts, some may not have been updated. These are paid for by the NAs. It's better to check with staff or OHP address search!

The screenshot shows the City of San Antonio Office of Historic Preservation website. The header includes the City of San Antonio logo, a search bar, and navigation buttons for 'GET CONNECTED', 'RESIDENTS', 'VISITORS', 'BUSINESS', 'YOUR GOVERNMENT', and 'ESPAÑOL'. The main content area features a 'UNIFIED DEVELOPMENT CODE 2020 UPDATES & AMENDMENTS' banner, a '2020 UDC UPDATE CYCLE' section, and an 'EXPLORER MAP' section. The 'EXPLORER MAP' section is circled in red. Other sections include 'HISTORIC HOME', 'PROGRAM AREAS', 'SA GOV RELATED SITES', and 'PRESERVATION PARTNERS'.



Vacant Building Registration Program



901 East Houston Street

CONTACT INFO

210-207-7244

Vbp@sanantonio.gov

Kathy Rodriguez
Program Manager



CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

Jenny Hay, PhD
ScoutSA Program Manager
Designation and Survey



Architectural Styles





Five Common Styles



Folk Victorian



Queen Anne



Tudor Revival



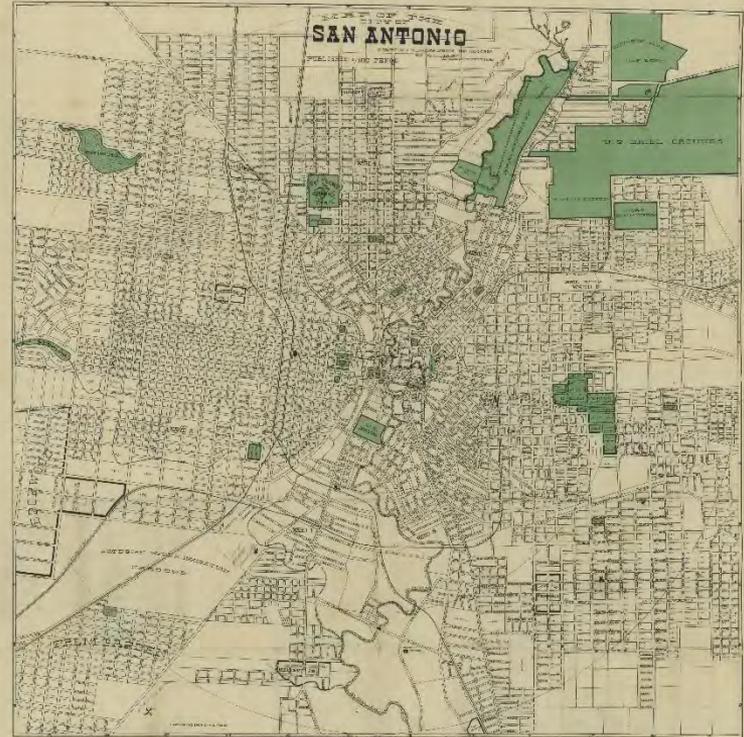
Spanish Eclectic



Craftsman



Development History





Folk Victorian

1870-1910

- Most common type of Victorian architecture
- Often one-story
- Simplified forms (rectangular or L-shaped)
- Porches
- Spindlework porch detailing and brackets (often replaced)





Folk Victorian





Queen Anne

1870-1910

- Asymmetrical massing
- Irregular, often steeply pitched roof shape
- Turrets, bay windows
- Porches
- Decorative railing and brackets
- Textured wall surfaces





Queen Anne





Craftsman

1905 – 1930

- Low-pitch gable roof
- Exposed rafters
- Brackets
- Wide front porch
- Square columns often with sloping sides
- Generally associated with the bungalow form





Craftsman





Tudor Revival

1900 – 1940

- Dominant cross-gable on front façade
- Steeply pitched roof
- Half-timber on exterior
- Massive chimney
- Arched entry
- Tall, narrow windows





Tudor Revival





Spanish Eclectic

1915 – 1940

- Low-pitched roof
- Little eave overhang
- Arched door or windows
- Red tile roof
- Stucco cladding



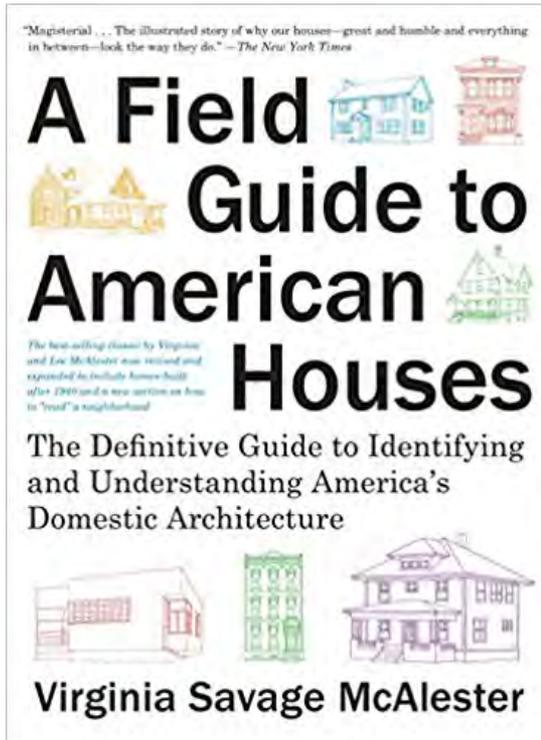


Spanish Eclectic





Resources: Architecture



*A Field Guide to American Houses:
The Definitive Guide to Identifying
and Understanding America's
Domestic Architecture*

Virginia Savage McAlester

Revised edition published in 2015
Only \$9.99 on Kindle!



Resources: Historic Research

Primary Sources

- City Directories
- Newspaper Archive
- Deed Records
- Historic Aerials
- Sanborn Fire Insurance Maps

Local Archives

- Public Library
 - Texana Room
- San Antonio Conservation Society Library & Archives
- Bexar County Clerk



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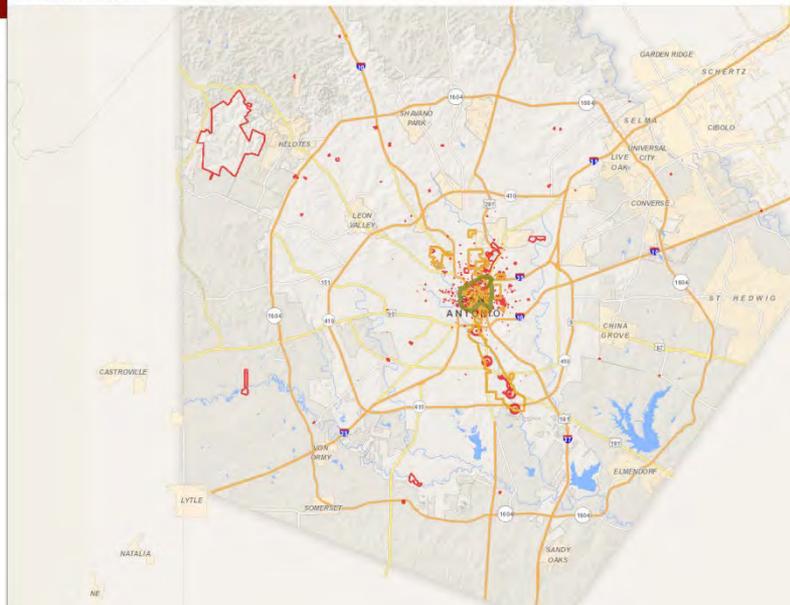
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address (ex. 111 Soledad St)

Legend

- COSEA Address
- SCAD Parcels
- CBD
- Historic Districts
- Historic Landmarks
- Alamo Watershed
- Mission Protection Overlay District (MPOD)
- River District
- Current Zoning

OHP Address Search





New Products

Designation
Verification \$150

Historic
Assessment \$350

- Purpose:

Review of property to document OHP's survey, research, and evaluation of potential historic significance



Verifications and Assessments

- Requests come from:
 - Property owners
 - Developers
 - Neighborhood Associations
 - Community Organizations



Designation Verifications

- Benefits:
 - Part of due diligence for future development projects
 - Provides all survey documentation and research available in OHP files
 - Written confirmation of designation status



Historic Assessments

- Benefits:
 - Part of due diligence for future development projects
 - Increases transparency of a process taking place behind the scenes
 - Fills in the gap between permit requests and approvals
 - Produced by qualified professional staff with relevant education and experience



Historic Assessments

Survey Data

- Pre-existing survey data
- Brief architectural description
- Photo

Historic Research

- Property records
- Local archives
- Historic maps & aerial photographs
- City Directories
- Newspapers



Historic Assessments

CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

Historic Assessment

Property Address: 402/406 San Pedro
Known Name: CASA

Tier: 2

1. Application Details

Applicant: Terri Rubiola, DH Realty Partners, Inc.
Type: Historic Assessment
Date: February 28, 2018

2. Findings

The structure at 402/406 San Pedro (called 402 San Pedro in this document) is a one-story Italianate commercial structure built in 1929 for Salling's, a local grocery store. Jacob Rubiola Properties Ltd currently owns the building.

San Pedro Avenue, connecting San Antonio's earliest suburbs to downtown parallel to San Pedro Creek, serves as the commercial corridor for neighborhoods including Five Points and Tobin Hill. The first streetcar line in the city, powered by mules, traveled from Alamo Plaza to San Pedro Park along this route in 1878. Large near downtown neighborhood establishments on the 1920s, made visible in Plaza), the Medical A Wix Hospital in 1925,

Findings

th century. These decorative arches above both entry doors and windows, arched dentils beneath both gables that also extend around the north and south elevation, and a red clay barrel tile roof. There is a large asphalt parking area that faces San Pedro Avenue. Two free standing signs are located on the San Pedro side of the street; a tall pole sign with neon letters and a newer free-standing sign with two cabinets.

th century. These decorative arches above both entry doors and windows, arched dentils beneath both gables that also extend around the north and south elevation, and a red clay barrel tile roof. There is a large asphalt parking area that faces San Pedro Avenue. Two free standing signs are located on the San Pedro side of the street; a tall pole sign with neon letters and a newer free-standing sign with two cabinets.



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1956, when Studer Photo purchased the property. A local firm established in 1929, Studer Photo Company used 402 San Pedro as their headquarters and remained at this location through at least 1973.

402 San Pedro reflects the commercial development of the San Pedro corridor. Several one-story brick commercial structures filled out the block to the east in the early twentieth century. The surrounding residential neighborhood of Tobin Hill flourished as one of San Antonio's early suburbs.

3. Architectural Description

The structure at 402/406 San Pedro Avenue is a one-story commercial structure with a rectangular footprint, a gabled facade with red clay barrel tile roof. The structure features decorative arches above both entry doors and windows, arched dentils beneath both gables that also extend around the north and south elevation, and a red clay barrel tile roof. There is a large asphalt parking area that faces San Pedro Avenue. Two free standing signs are located on the San Pedro side of the street; a tall pole sign with neon letters and a newer free-standing sign with two cabinets.

Architectural Description

4. Landmark Criteria

402 San Pedro is not currently designated as a local landmark or included in a local historic district. Staff concludes that the

4. Its identification as a landmark is based on its individual work has structure designed

5. Its embodiment of the period, type, method of construction, and its contribution to the commercial block's

7. Its unique location and its contribution to the community's history and character.

Landmark Criteria



CITY OF SAN ANTONIO
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11. It is distinctive in character, interest or value; strongly exemplifies the cultural, economic, social, ethnic or historical heritage of San Antonio, Texas or the United States; for its role as the flagship store for Salling's Grocery as well as the headquarters for Studer Photo Company, both successful local businesses in their time that represent the economic heritage of San Antonio.

5. Recommendation

Based on this assessment, the structure at 402/406 San Pedro Avenue meets the criteria for a local landmark. It is recommended that the structure be designated as a local landmark. The structure is a good example of the Italianate style and its contribution to the commercial block's character. The structure is a good example of the Italianate style and its contribution to the commercial block's character.

Outcome / Recommended Treatment



From San Antonio Light, 10 May 1925, p 5-C



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PRESERVATION**

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Jenny.Hay@sanantonio.gov