



## Building Renovations in the Downtown Historic District

Here are the steps to complete an interior or exterior building renovation building renovation within the Columbus Downtown Historic District.

1. Applicant should develop a project plan that details:
  - a. Describe the scope of work by listing all activities that will be completed by the project.
  - b. Identify the entities (i.e. professional services, contractors, consultants, etc.) involved in completing the proposed project.
  - c. Identifies a project timeline.
  - d. Develops an estimated project cost.
  - e. If the renovation is for a specific business, the applicant is should provide a description of the business that will occupy the premises.
2. If Applicable, apply for a Certificate of appropriateness (COA) before work commences. For more info regarding a COA visit: <https://www.cityofcolumbuswi.com/2157/Historic-Landmarks-Preservation-Commissi>
3. City Staff will evaluate the project plan to determine what zoning approvals are needed before a building permit would be issued.
4. Consider other programs that may assist with your renovation. Contact city staff for more questions about these programs.
  - a. Historic Tax Credits
  - b. City Façade Program
  - c. HLPC Façade Program
  - d. Downtown TIF District
  - e. City Loan Program
  - f. CDDC programs
5. Contact the building Inspector with your project plans to obtain a building permit.

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6. Occupancy will be granted upon completion of the renovation.

For more information regarding a renovation project please contact Matt Schreiber at (920) 623-5900.