



## **CITY OF BOULDER CITY RESIDENTIAL HISTORIC PRESERVATION GRANT PROGRAM GUIDELINES FISCAL YEAR 2021-2022**

### **I. PURPOSE**

The City of Boulder City takes great pride in its historic past and recognizes the economic benefits from preserving its historical assets. The Boulder City Residential Historic Preservation Grant (RHPG) Program provides economic incentives for preservation of historically significant properties that result in projects that maintain or enhance a property's classification as contributing to the architectural integrity of the Historic District, or results in a non-contributing property being reclassified as contributing to the architectural integrity of the Historic District.

The RHPG Program provides property owners and tenants (with owner's consent) financial assistance through a grant to restore eligible residential buildings located within the city's Historic District. The intent of the Program is:

- To encourage preserving, rehabilitating, and restoring historically significant residential properties in Boulder City.
- To protect and enhance Boulder City's attractiveness to visitors and residents.
- To protect and enhance the historic landmarks which represent elements of Boulder City's historic roots.

The RHPG Program, funded annually through the City's budget process, provides equal opportunity for all interested participants, and a reporting process that demonstrates transparency and accountability for public funds.

The RHPG Program is subject to funding availability and community promotion to encourage participation. Funds will be allocated on a case-by-case basis and awarded to the projects that provide a community benefit of preserving and enhancing the historic architecture of Boulder City.

Funding will be provided on a reimbursement basis only, and will not exceed 50%, or **\$10,000** (whichever is less), of the total eligible costs of the project.

### **II. ELIGIBILITY CRITERIA (must comply with the following)**

- Building is a residential property, and,
- Building or property must be listed or eligible for listing (either individually or as a contributing resource) on the National Register of Historic Places, and/or is located in a Boulder City historic district (see *Attachment 1*), and,
- The property owner or tenant (with owner's consent) is the grant applicant, and,
- If the tenant is the grant applicant, both parties (tenant and owner) are required to

adhere to the conditions of the grant, and,

- All construction work must comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, (see *Attachment 2 and Attachment 3*), and,
- Those selected to receive a grant must sign an Owner Participation Agreement with the City under which the property owner agrees to assume the cost of continued maintenance and repair of the property for twenty years to preserve the architectural and historical integrity of the property and its materials. By signing the Agreement, the property owner agrees to do nothing to compromise the architectural and historical integrity of the property and its materials without prior written permission from the City. This Agreement must be executed prior to payment of any grant funds. Following project completion, there is a biennial compliance program under which the owner certifies compliance with the Agreement and submits photographs showing that the property is being maintained.
- Applicant must consult with a Secretary of Interior qualified professional before applying for the HPG Program and incorporate their conclusions as part of the application.
- Upon project completion, the building or property must be listed (either individually or as a contributing resource) or determined eligible for listing on the National Register of Historic Places as determined by the City's authorized Historic Preservation Professional.

### **III. INELIGIBLE ACTIVITIES**

- Applicants who receive a Historic Preservation Grant are ineligible to receive a second grant in the fiscal year immediately following the grant award. Applicants are also not eligible for a grant if they have not yet completed work funded by the previous grant.
- Funding is not available for rehabilitation work that is complete or begins before the time of application approval. Starting work on a project before a grant is awarded and a fully signed grant agreement is in place may result in the loss of grant funding.
- Grant support may not be used to fund the following:

<b>Acquisitions</b>	Of historic properties and/or land.
<b>Costs of Operations</b>	Such as utilities, security system maintenance fees, grounds, keeping, hosting services for website, digital image storage, etc.
<b>Insurance Costs</b>	
<b>Interest and Debt Payments</b>	
<b>Landscaping</b>	As part of non-historic site improvements including parking lots, sidewalks, boundary walls, etc.

<b>Life/Safety Code Improvements</b>	Improvements that address public safety hazards as determined by the Fire Chief and/or Building Official (e.g., installation of automated fire detection and/or suppression system; installation of security/intrusion detection system; upgrade of mechanical systems; asbestos, lead paint removal).
<b>Maintenance</b>	Projects whose entire scope of work consists solely of routine or cyclical maintenance/redecorating.
<b>Miscellaneous</b>	Governmental fees, legal or financing costs, the purchase of tools and taxes.
<b>Mitigation</b>	Activities performed as a condition or precondition for obtaining a state or federal permit or license or under Section 106 of the National Historic Preservation Act.
<b>New Construction</b>	New construction of stand-alone buildings or structures.
<b>Non-permanent Fixtures and Equipment</b>	Installation or replacement of non-permanent interior fixtures/equipment – lighting, kitchens. Purchase of equipment not related to accomplishing a specific project goal.
<b>Reconstruction</b>	Such as recreating a building or landscape

#### **IV. ELIGIBLE ACTIVITIES**

- All work must comply with the *Secretary of Interior's Standards for the Treatment of Historic Properties* for **Preservation, Rehabilitation, and Restoration**, as shown in *Attachment #2*.
- Funding will be awarded for exterior work only. Grants are not intended for landscaping or hardscaping projects. Specific examples of fundable project work include the following:

<b>Archeological Excavation</b>	When undertaken as part of a rehabilitation project to mitigate ground disturbance activities such as site work or foundation repair.
<b>Concrete</b>	Preserve, rehabilitate, or restore historic/original poured-in-place concrete, precast concrete, etc.
<b>Doors and Windows</b>	Preserve, rehabilitate, or restore historic/original doors and windows including frames and hardware; may include replacement with original or energy efficient replications of original doors and windows. Window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.

<b>Exploratory and Investigative Work</b>	Removal of a limited amount of material to conduct investigation and determine the existence of underlaying historic fabric, ghosting, and scarring. Limited to no more than 15% of the total surface area on a façade. The area must be stabilized and protected after the investigation is complete. Any adjacent historic surfaces must be protected during exploratory and investigative work.
<b>Exterior Features</b>	Preserve, rehabilitate, or restore historic/original columns, porches, chimneys, siding, facades, storefronts, exterior architectural ornamentation, or details, etc.
<b>Masonry</b>	Preserve, rehabilitate, or restore historic/original brick or stone; repointing mortar joints and cleaning; may include boundary walls (the new work should match the old in material, design, scale, color, and finish).
<b>Metals</b>	Restoration or replacement of historic structural metal framing and other metals such as wrought and cast iron, steel, pressed metal, tern plate, copper, aluminum, and zinc).
<b>Non-Historic Features</b>	Removal of historically incorrect or inappropriate exterior or interior additions or modifications to the original structure (e.g., porches, room additions, ornamentation, roofing materials) and replacement of same with historically correct materials.
<b>Public Safety Hazards</b>	Making improvements that address hazards to building occupancy or to the structure as determined by city Fire Chief and/or the city Building Official.
<b>Roofing</b>	In-kind replacement and/or repair of character-defining roofing material on visible roofs such as slate, wood, clay, tile, metal, roll roofing, or asphalt shingles. Removal and in-kind replacement of historic roofing materials other than visible surface materials, including but not limited to underlayment, structural members, chimneys, gutters, and scuppers, will not alter the existing roof's form or character-defining features and will be compatible with the character of the building and/or district.
<b>Thermal and Moisture Protection</b>	Includes roofing, flashing, waterproofing, damp proofing, and insulation that does not alter the structure's form or character-defining features and is compatible with the character of the building and/or district.
<b>Wood and Plastics</b>	Includes rough and finish carpentry, architectural woodwork, and millwork (if using wood is not feasible, then a compatible substitute material may be considered that conveys the same appearance of the surviving components of the wood feature).

## **V. EVALUATION CRITERIA**

After qualification, applications will be reviewed and evaluated based on the following criteria which is a non-exclusive list:

YES	NO	
		Is the application 100% complete, clear, well-organized and clearly labeled with appropriate attachments and documentation?
		Does the project have a clearly prioritized plan for building preservation?
		Does the application demonstrate long term maintenance through a detailed budget?
		Does the application articulate the architectural or historical significance of the project?
		Does the project expand or improve the use of an underutilized historic building?
		Does the project preserve the historic building features by (Attachment 3): I. Stabilization and immediate need II. Necessary repairs and corrective measures III. Restoration and enhancement
		Does the application provide a reasonable budget to successfully complete the work?
		Does the project promote the long-term preservation of the building or property?
		Does the project meet the City's plans and goals for historic preservation?
		Does the project meet historic development guidelines for that area?

## **IV. REVIEW TIMELINE**

- Prior to initiating the work, applications must be evaluated and/or approved by:
  - City's Historic Preservation Professional
  - Historic Preservation Committee
  - City Council

## **V. OTHER REQUIREMENTS**

- The work proposed to be funded will be reviewed and approved in writing by the City prior to commencement of the work, and prior to any payment of grant funds (inclusive of Owner Participation Agreement).
  - Substantial changes to the project scope identified in the grant application require submittal of a new application and review process noted in IV above.
  - Changes to contractor identified in the grant application must be approved in writing by the City.
- Project should be scheduled for completion within one-year of receiving written notification to proceed, however, given the nature of historic buildings

and the unpredictability of weather, work schedules, and other factors, the work schedule may be extended with the written approval of the city following a written request.

- Applicants who are funded will be required to submit a post-renovation summary report providing receipts and proof of payment for reimbursement.
- Once the project is complete, photos of the completed renovation will need to be submitted for reimbursement.
  - Following completion of the project, the Grantee and/or property owner will:
    - i. Consult in writing with the City and receive prior approval of any exterior alterations, additions, or major rehabilitation projects relating to the project, building or property for a period of twenty years from the date of execution of the grant agreement. The City's approval will not be unreasonably withheld.
    - ii. Ordinary and necessary repairs and maintenance not materially affecting the project shall not be considered as alterations. For purposes of this provision, "project" means the building(s) improved with the grant funds provided under the grant agreement.
    - iii. Biennially certify in writing their compliance with the Agreement and submit photographs showing that the property is being maintained.

**(Boulder City Historic Preservation District)**



## ATTACHMENT 2

### Secretary of Interior's Standards for the Treatment of Historic Properties

Projects that follow one of the three approaches outlined in the *Secretary of the Interior's Standards for the Treatment of Historic Properties* are eligible for the RHPG Program. The treatments are highlighted below:

#### Preservation

The act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials, and features rather than extensive replacement and new construction. Work also includes the limited and sensitive upgrading of the mechanical, electrical, and plumbing systems and other code required work to make properties functional is appropriate within a preservation project.

#### Rehabilitation

The act or process of making possible a compatible use for a property through repair, alterations and additions while preserving those portions or features which convey its historical, cultural, and architectural values.

#### Restoration

The act or process of accurately depicting the form, features and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code related work to make properties functional is appropriate within a restoration project.

For standards specific to each treatment approach, please visit the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, at the link below:

<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>



## ATTACHMENT 3

### Preservation Work That Best Preserves Historic Building Features

Construction work must comply with one or more of the following project types and must contribute to preserving the features of the building that make it eligible for listing in the National Register. Applicants must demonstrate a wholistic approach with clear prioritization of work that will ensure long-term preservation of the building and its character-defining features. This list of project types is not ranked and projects in each category will be evaluated on an equal basis.

**A. Stabilization and Immediate Need:** Projects in this category involve work on a failed structural component, such as a frame, foundation, or roof. Work could also address extensive damage or deterioration over a large portion of the building. For example, a masonry building could require extensive repointing work. A project can also seek to rectify serious ongoing deterioration and damage to significant character-defining features of a building, such as structural repairs to a leaning tower, relaying of a tile roof, installation of a new roof, or sill replacement. Immediate need indicates that without repair of the feature, complete deterioration or failure will happen quickly.

**B. Necessary Repairs and Corrective Measures:** Projects in this category involve work to restore or repair damaged or deteriorated parts of a building before the deterioration becomes so advanced that the feature must be replaced entirely, or before repairs become extremely costly. This can include a single building component or a package of smaller items, which together make up a significant project. It can include corrective measures such as drainage work, or important capital projects such as window restoration, or carpentry repairs.

**C. Restoration and Enhancement:** This category consists of work that is not vital to the physical survival of the building, but instead preserves, restores, or enhances features critical to its architectural and/or historical significance. Examples include restoration of decorative plaster, murals, stenciling, tile work or woodwork. Projects that propose to replace missing architectural features such as towers, porches or trim details must be supported by photographs, architectural drawings, and/or on-site physical evidence that sufficiently document the missing element(s). This documentation must be submitted as a part of the grant application.