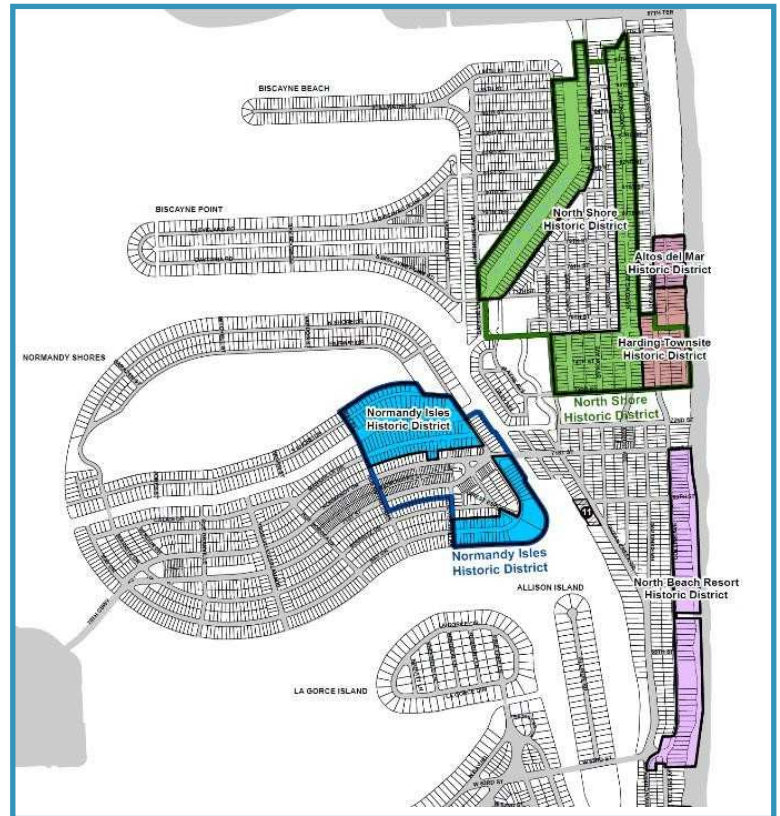


HISTORIC PRESERVATION FUND PROGRAM FRAMEWORK

- ❖ Location of Eligible Projects
- ❖ Types of Eligible Projects
- ❖ Prioritization of Projects
- ❖ Implementation of Program
- ❖ Funding Sources

Location of Eligible Projects

- North Shore National Register Historic District,
- Normandy Isles National Register Historic District,
- North Shore Local Historic District,
- Normandy Isles Local Historic District



Eligible Projects

The following priorities have been identified for use of the HPF:

- Façade repairs
 - Exterior paint
 - Stucco repair
 - Impact windows and doors
 - Restoration of authentic architectural details that have been altered or removed
- Life safety / Fire safety improvements to architecturally significant features
 - Exterior railings
- Removal of street-facing wall and window air conditioning units
- Landscape improvements
 - Replacement of impervious areas with pervious hardscape
 - Introduction of resilient plant species, including salt-tolerant plants
 - Cisterns and rain barrels
- Small building upgrades
 - Architecturally significant features
 - Decorative walls
 - Planters
 - Façade ornamentation
 - Decorative roof eaves
 - Decorative brick or stone
 - Projecting window frames and “eyebrows”
 - Architectural breeze blocks
 - Authentic signage
- Hurricane resiliency of roofs
 - Structural tie-downs
 - Roof replacements
- Elevating seawalls
- Structural repairs to masonry, ironwork, and wood
- Building systems upgrades
 - Electrical

- Plumbing
- Appliance and equipment elevation
- Elevating the finished floor of an existing building or structure for climate adaptation, as the fund grows.

Program Implementation

Award and Distribution of Funds

Establish a Historic Preservation Fund Committee with specialized experience and knowledge to award the funds. Due to the nature of the fund, it is recommended that the fund and application process be managed by the Office of Grants and Intergovernmental Affairs. The awards committee shall meet biannually and should include staff members from the following departments:

- Planning – Historic Preservation
- Capital Improvement Projects
- Housing and Community Services

The committee would be responsible for reviewing and ranking complete grant applications for the committee's consideration. Applications that include Affordable or Workforce Housing shall be certified by the department of Housing and Community Services.

Grant Parameters

The HPF would function as a grant program based on the availability of funds. Applications shall be consistent with the following criteria:

- Property must be located in an eligible Historic District
- Minimum award - \$2,500
- Maximum award - \$15,000
- Maximum CMB Historic Preservation Fund contribution 50% of project cost, not to exceed \$15,000
- No more than one award per a three (3) year period. Previous projects must be completed prior to the application for additional awards.
- A deed restriction or lien requiring repayment of funds granted by CMB Historic Preservation Fund if property is sold or transfers title within three (3) years of completion of project shall be required.

Additional Considerations

When grants are awarded, it is important to ensure there are checks and balances to prevent abuse of the program and misappropriation of funds. The following recommendations should be considered when establishing a Historic Preservation Fund.

- Discouraging displacement and gentrification
 - Following property improvements, property owners may increase rent charged to tenants or sell the property altogether. This could contribute to the displacement of existing area residents and is not the intent of historic preservation nor resiliency efforts. To address this possibility, rent increases should be limited when a property owner makes improvements through the HPF. It is customary to expect rent to increase by the Consumer Price Index (CPI) annually. Placing a limit by way of deed restriction on rent increases to the established CPI for the initial three years, scaled by the value or extent of the improvements, is recommended.
- Equitable distribution of funds
 - The Historic Preservation Fund Committee should consider whether a property has had multiple applications in the past and whether the property owner may have prolonged general maintenance in order to partake in the program. Number of awards could be limited in addition to no award for same improvements, i.e. paint...
- Measuring results
 - The HPF program should be reviewed annually through an assessment by staff and the Committee and a report to the City Manager. Additionally, properties within the receiving area of the program boundary should be monitored for any changes including quarterly building permit reviews for the properties in the area to track improvements that are occurring outside of the grant program and the issuance of code violations.

Matching Funds

As with many grant programs, a matching fund source from another program may be a viable option. In addition to seed funds from the City's General Fund, matching funds from the State Housing Initiative Program (SHIP) and Community Development Block Grants (CDBG) should be considered. Depending on the funding available and amount used annually, this may need to be limited to a smaller percentage instead of a full match.

ADDITIONAL RESEARCH

Typical Project Costs

- In order to determine if the grant amounts are appropriate, research was conducted on typical project costs. The following table provides examples of costs for improvements that may be eligible for Historic Preservation Fund grants. Cost of improvements will be evaluated during application review:

Project	Cost Ranges
New central air conditioning plus ductwork	\$4,221 to \$7,411 (Home Advisor)
Impact windows	\$2,037 to \$10,175 (Home Advisor)
Sustainable roofing (solar, reflective)	\$15,000 to \$50,000 (RoofCostEstimator.com)
Stair railing replacement	\$700 to \$4,600 (Home Advisor)
Exterior door (high end, custom)	\$3,500 to \$6,000 (Home Advisor)
Permeable Pavers	\$5.00 to \$20.00 per square foot (Rate.com)
Re-piping home	\$2,500 to \$15,000 (Home Advisor)
Stucco Repair	\$500 to \$5000 (Thumbtack)

Next Steps:

1. Identify dedicated sources of funding. These funding sources should be a long term commitment, and able to accommodate multiple applications on an ongoing basis.
2. Identify staffing requirements [with experience in grant administration](#) in order to effectively administer a program such as this.
3. City Department that does not have regulatory authority over the projects should be identified for the management of the program, as recommended by the consulting team