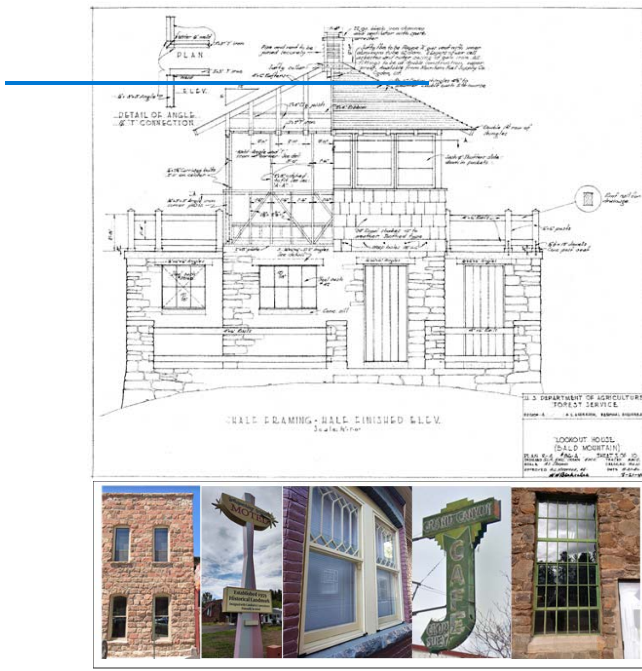


City of Flagstaff Historic Signs and Façades and Signs-Grants



The Heritage Preservation Commission provides funding for projects that rehabilitate, restore, or preserve Flagstaff's heritage sites, buildings, structures, and objects. By investing in heritage and cultural resources, the Commission supports the economic vitality of our community through heritage tourism, sustainable community development, enhancement of the built environment, neighborhoods, and districts, and by fostering private investment in significant heritage and cultural resources.

~~For~~ Grant funding is for privately owned resources that ~~are designated~~ have a historic designation or believed to be eligible for historic designation as a Flagstaff Landmark and are 50 years or older of age, Historic Signs and Facades and Signs Grant Grants funding is available on a 50/50-match basis, up to \$10,000 per property with (2) funding levels for projects that meet program requirements. The Commission will consider funding for work that has a lasting community

Funded by the Beautification portion of the Bed, Board and Beverage Tax

Formatted: Header

Style Definition: Heading 1

Style Definition: Heading 2

Style Definition: Body Text

Formatted: Condensed by 0.05 pt

Formatted: Indent: Left: 0.4"

Formatted: Character scale: 100%, Not Expanded by / Condensed by

Formatted: Condensed by 0.05 pt

Formatted: Expanded by 0.5 pt

Formatted: Not Expanded by / Condensed by

benefit, that is visually accessible to the public, and that ~~complies with The Secretary of the Interior's Standards for the Treatment of Historic Properties~~ meets program requirements.

The Commission encourages projects that enhance the knowledge and appreciation of heritage and cultural resources, the value of heritage preservation, and inclusive and cooperative efforts, including projects with neighbor support, community leadership, and partnering. With Commission ~~and Heritage Preservation Officer (HPO)~~ assistance available, owners of heritage resources are encouraged to seek designation of the property or resource as a ~~Flagstaff Landmark~~ local listing and/or State or National designation. Consultation with the Heritage Preservation Officer regarding the proposed work and completion of the grant application is recommended.

Note: This program may change without notice subject to annual funding allocations by the City Council.

Grant Funding Levels

The Grant award requires general complies with the guidance provided by the U.S Secretary of the Interior's Standards & Guidelines for Rehabilitation. Strict adherence to the Standards & Guidelines is not required for level #1 funding that allows for unique Flagstaff conditions and consideration of reasonable costs. Level #1 funding is intended to enhance the historic integrity of a property, remove previous inappropriate changes not consistent with the historic age of the property and protect and preserve historic materials.

The Commission may allocate additional matching Level #2 funding of up to \$20,000 for projects that are in full compliance with the U.S Secretary of the Interior's Standards & Guidelines for Rehabilitation. Level 2 funding is intended for properties that retain significant historic integrity in their condition and/or represent historic significance locally, State or listing in the National Register of Historic Places. Level 2 projects are most often historically designated properties or clearly eligible for historic listing. Full documentation of compliance with the U.S Secretary of the Interior's Standards & Guidelines for Rehabilitation is required. A submitted Part 1 National Park Service Federal Tax Credit form meets documentation requirements.

The Federal Historic Preservation 20% Tax Credit incentive requires full compliance with the U.S. Secretary of the Interior's Standards and Guidelines to receive the tax Credit. Projects are reviewed by AZ State Historic Preservation Office (SHPO) initially and forwarded with a recommendation to the National Park Service for final review and approval of a Certified Rehabilitation. Certification allows

Funded by the Beautification portion of the Bed, Board and Beverage Tax

Formatted: Header

Formatted: Condensed by 0.05 pt

Formatted: Expanded by 0.5 pt

Formatted: Font: 11 pt

Formatted: Body Text, Justified, Indent: Left: 0.5", Right: 0.5", Space Before: 3.1 pt

Formatted: Indent: Left: 0.4"

Formatted: Condensed by 0.05 pt

the applicant to file a form with the IRS for the Tax Credit. The Flagstaff Heritage Preservation Officer can provide information about the tax incentive but has no official capacity in its review or submission to AZ SHPO. For Federal Tax Credit projects professional design assistance is highly recommended from a design professional familiar with the U.S. Secretary of the Interior's Standards for Rehabilitation.

Historic Signs must meet "Individual Signs of Historic or Cultural Significance" definition in Municipal Code Zoning 10-30.30.040 (E) 1 a-e. This includes a sign that is a minimum of 50 years or age and with a sufficient aspect of material integrity to be restored close to its original condition. Historic photographic documentation is important in evaluating the signs rehabilitation and restoration viability. Grant funding will not be used for the reconstruction of a sign that no longer exists. Applicants may also wish to reference the Secretary Standards for Restoration when looking at a treatment for a historic sign that may have been modified over its lifetime.

NOTE: The U.S. Secretary of the Interior's Standards & Guidelines for Rehabilitation are to be used in evaluating any submission for the Historic Signs and Facade Grant Application. The applicant may wish to review and or utilize the remaining "treatments" of "Preservation, Restoration, and Reconstruction" in the Secretary of the Interior's Standards for the Treatment of Historic Properties for a better understanding and additional information that may assist with the application. Additional information and resources are available at the National Park Service website under Technical Preservation Services.

Guidelines for Historic Facades and Signs and Facades Grants requirements

Who may apply:

- o Individuals
- o Businesses
- o Non-profit Organizations
- o Community Groups
- o Government Entities (under special circumstance)
- o Others meeting program requirements

The Commission will consider:

- o Requests for funding for "Bricks and Mortar" preservation work.
- o Projects ~~and grant work~~ that fully comply with ~~The~~ the U.S Secretary of the Interior's Standards & Guidelines, as determined appropriate by the Heritage Preservation Officer recommendation and Commission approval for Level #1 or Level #2 funding request.
- o The overall fit of the project and proposed work with this program's goals and the guidelines.
- o The property's significance and integrity as documented in the application.
- o Projects that address the most critical physical needs of the resource.
- o Grant requests in the context of the total project budget.
- o Preference will be given to landmarks and properties in an historic district, designated historic properties, historic districts and those within character and historic overlays.

The Commission will NOT consider:

- o Except under extraordinary documented and justified circumstances, grants to:
 - Government agencies or groups affiliated to support government agencies.
 - Projects funded in whole or part by any other BBB Tax funds.
 - Properties that have previously received Historic Signs and Facades ~~and Signs~~ Grants funding- in the past 5 years (2 years?).
 - Applicants who have failed to successfully carry out a previous grant project.
- o ~~New construction of any kind, specifically including conjectural elements.~~
- o ~~Ordinary maintenance and repair.~~
- o Construction incompatible with Rehabilitation Standards & Guidelines, that replaces original historic materials in repairable condition and/or adding conjectural elements not justified.
- o Expenditures or commitments made before the grant is approved.

Other conditions:

- o Salaries or wages paid to employees of the Applicant cannot be included as matching funds.
- o All Mitigation Measures specified in a required Cultural Resource Study, or a Certificate shall be implemented.
- o Approvals are null and void if the work changes from what is shown in the application.
- o Grant approvals expire one year after the date of approval – No payment will be made.
- o Payments will be made when the work is completed, and the following are submitted:

Funded by the Beautification portion of the Bed, Board and Beverage Tax

Formatted: Header

Formatted: Bulleted + Level: 1 + Aligned at: 0.4" + Indent at: 0.65"

Formatted: Bulleted + Level: 1 + Aligned at: 0.4" + Indent at: 0.65"

Formatted: Bulleted + Level: 1 + Aligned at: 0.4" + Indent at: 0.65"

Formatted: Bulleted + Level: 1 + Aligned at: 0.4" + Indent at: 0.65"

Formatted: Indent: First line: 0", Bulleted + Level: 1 + Aligned at: 0.15" + Indent at: 0.4"

Formatted: Bulleted + Level: 2 + Aligned at: 0.87" + Indent at: 1.12"

Formatted: Indent: Left: 0.4", Bulleted + Level: 1 + Aligned at: 0.15" + Indent at: 0.4"

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Indent: First line: 0", Bulleted + Level: 1 + Aligned at: 0.15" + Indent at: 0.4"

Formatted: Indent: Left: 0.4", Bulleted + Level: 1 + Aligned at: 0.15" + Indent at: 0.4"

- A brief letter report and photographs of the completed work.
- An invoice or demand letter with receipts or other proof of payment attached.
- [Payment request completed on Flagstaff form.](#)

The Commission reserves the right, solely at their discretion, to require additional information prior to making a decision and/or to refuse any application or any grant, in whole or in part, for any reason.

Definitions:

Historic Designation- [Listed individually in the National Register of Historic Places or as a Contributing Element in a National Register District, or Arizona Register of Historic Places or as a Local Flagstaff Landmark.](#)

Eligible – [for listing National, Arizona or Local historic listing. With a property being a minimum of 50 years of age that retains historic criteria. Note other requirements that includes but is not limited to historic integrity of the property.](#)

Level 1 Requirements- [\\$10,000 match for](#)

Level 2 Requirements - [\\$20,000 match for](#)

Formatted: Header

Formatted: Bulleted + Level: 2 + Aligned at: 0.87" + Indent at: 1.12"