

Preservation Incentive Program

City of Victoria

Section 1-1. Purpose

The City of Victoria finds that the protection, enhancement, and perpetuation of landmarks of historical importance and significance are necessary to promote the economic, cultural, educational and general welfare of the public. It is recognized that the historic resources of the City represent the unique confluence of time and place that have shaped the identity of generations of citizens, collectively and individually, and these resources constitute the heritage of the citizens of Victoria. This program is intended to:

- a) Protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of Victoria's historic, architectural, economic, ethnic, and social heritage by providing property owners an incentive for protecting their property;
- b) Stabilize and improve property values;
- c) Foster civic pride in the beauty and accomplishments of the past, and to promote the use of historic landmarks for the culture, education, and general welfare of the residents of Victoria; and
- d) Strengthen the economy of the city by protecting and enhancing the city's attractiveness to residents and visitors, as well as provide support and stimulus to business.

In order to facilitate the preservation of historical structures, the City of Victoria is offering incentives that will serve to improve existing properties and businesses within the four designated historic districts.

Section 1-2. Administration

The program will be administered by the City of Victoria Development Services Department.

Section 1-3. Eligibility Criteria

All of the following eligibility criteria must be met:

- a) Property must be listed on the Historic Resources Survey of Victoria OR must have been constructed more than 50 years prior to the date of application.
- b) Except as provided in subsection (c) below, eligible property must be within the one of the eligible historic districts (defined in Section 21 -82(i) of the City Code). See attached map.
- c) Properties located outside of eligible historic districts may be considered for grant assistance under exceptional circumstances (e.g. properties of particular significance to the history of Victoria, or locations that would likely attract visitors as a historic tourism attraction).

- d) Property may be owner-occupied or tenant-occupied. In the case of a tenant-occupied structure, the applicant must have the owner's consent.
- e) Applicants are encouraged to follow the Secretary of the Interior's Standards for Rehabilitation (attached).
- f) All taxes and other government fees and assessments must be current on the property.
- g) Property can not be subject to an Order for Demolition.

Section 1-4. Types of Grant Assistance

Funding for this program is generated from Hotel Occupancy Tax (HOT) funds.

- a) Program assistance is available for two different types of work:
 - 1) Facade Restoration – Replacing windows, wall repairs, brick re-pointing, replacing and exposing transom windows, signage, and awnings. Grants are available with a cap of \$20,000.
 - 2) Other improvements may be allowed by on a case by case basis that are necessary to stabilize a structure, move a historic structure to another location within the historic districts or other locations as approved by City Council, and/or meet building code requirements. The maximum grant assistance available per property is limited to available funds as established by City Council.
- b) Grants will not be provided for work that is already completed.
- c) Funds will be provided on a 50/50 matching basis. In-kind contributions may be counted toward the match requirement.

Section 1-5. Grant Application Procedure

At the start of the fiscal year, the city will publish an announcement of funding availability. Applications will be received throughout the fiscal year, subject to the availability of funds.

- a) Property owner submits an application along with any required supporting documentation (i.e. drawings, total project cost estimate, photographs, contractor bids, tax certificate, etc.). Application is reviewed by Development Services Staff for completeness.
- b) After submittal of a grant request, a preliminary site visit will be made by Development Services staff. The site will be photographed and repairs/maintenance reviewed with the property owner.
- c) Applications will be reviewed and evaluated by a committee appointed by City Council and comprise of representatives from: Victoria County Historical Commission, Victoria

Preservation Inc (VPI) and City Council District #1 and #5. City representatives will be the City Attorney and the Development Services Director. The Director of Development Services will serve as the Chair. The Committee's recommendations will be forwarded to City Council for review and approval.

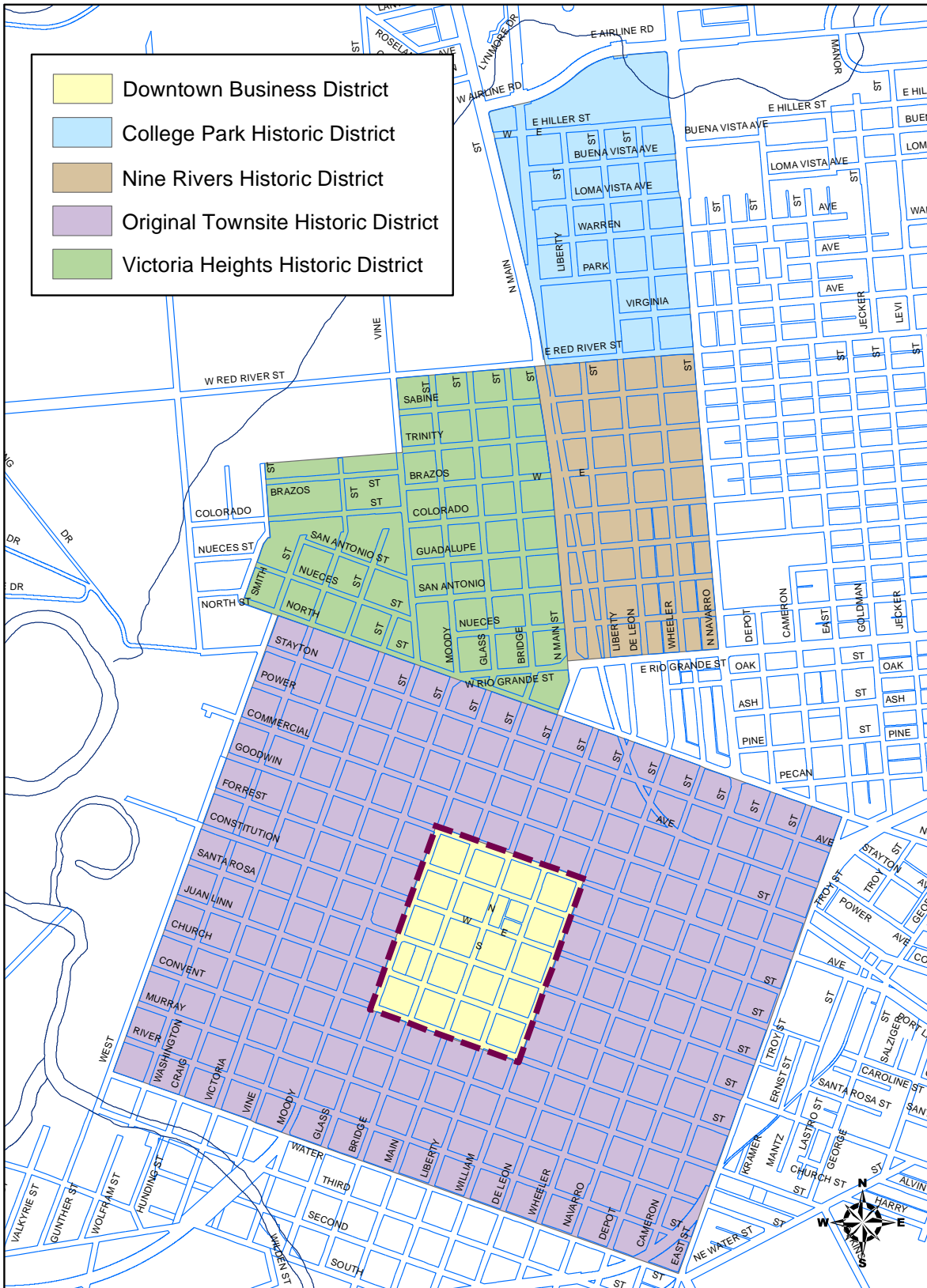
- d) City Council will decide which entities qualify for assistance based on the architectural value of their proposed projects to the City of Victoria, the compatibility of their proposed projects with the neighborhood surroundings, and the cost effectiveness of the proposed project in the relation to the amount the proposed grant.
- e) Property owner and City will execute a contract outlining the scope of work eligible for reimbursement.
- f) Work must be completed within two years from the date of the contract.
- g) Grants will be set up as on a reimbursement basis to the applicant. A maximum of four (4) draw requests are allowed.
- h) If at any time problems occur relating to the quality of work or work is not completed in accordance with the specifications outlined in the application and approval can not be granted, the contract can be terminated and the City will have no further obligation to the owner.
- i) Properties assisted through this program will be listed on the historical driving tour. The property owner will apply for designation on the National Register of Historic Places and the Texas Historical Marker program, as appropriate.

Secretary of Interior's Standards for Rehabilitation (36 CFR 67)

Grant recipients shall comply with the following standards when rehabilitating properties:

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure or site and its environment, or to use a property for its original intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features will disqualify any building from this program.
3. All building, structures, and site shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance may disqualify any building from this program.
4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence.
6. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will change or damage the historic building materials shall not be undertaken.
7. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural materials, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
8. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired. New additions should be compatible to the present structure.

Historic Districts





APPLICATION

Please return completed application with all required color samples of paint, awning, sign design, as well as drawings, contractor bids, property deed, tax certificate and photographs of the building's exterior facade to the City of Victoria Development Services Department.

Applicant Name: _____

Business Name: _____

Mailing Address: _____

Contact Phone: _____ Fax: _____

Building Owner: *(if different from applicant)* _____

Historical/Current Building Name: _____

Physical Building Address: _____ Year Built: _____

Type of Work: *(check all that apply)*

- | | |
|--|---|
| <input type="checkbox"/> Brick repointing/ wall repair | <input type="checkbox"/> Uncovering/replacing windows |
| <input type="checkbox"/> Sign | <input type="checkbox"/> Awning |
| <input type="checkbox"/> Other Improvements | |

Details of Planned Improvements for Grant: *(attach additional description if necessary)*

Total Estimated Cost of Proposed Project: _____

Amount of Grant Requested (No more than 50% of Total Cost): _____

I understand that if I am awarded a Preservation Incentive Program grant by the City of Victoria, any deviation from the approved project may result in the withdrawal of the grant.

Applicant Signature

Date

Building Owner's Signature

Date