



**City of Boulder City Redevelopment Agency
HISTORIC PRESERVATION GRANT
PROGRAM GUIDELINES
FISCAL YEAR 2025-2026**

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 Redevelopment Agency (RDA) Historic Preservation Grant (HPG) Program provides economic incentives for redevelopment activities within the City's RDA area 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 HPG Program provides property owners and tenants (with owner's consent) financial assistance through a grant to restore eligible buildings located within the RDA area. The intent of the Program is:

- To encourage preserving, rehabilitating, and restoring historically significant 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 HPG 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 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 \$99,900 (whichever is less), of the total eligible costs of the project.

II. ELIGIBILITY CRITERIA (must comply with the following)

- Building or property is located in the RDA district (see *Attachment 1*), 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 2*), 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 3*), and *Attachment 4*, 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 ten years so as 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 completion of the project, 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, and,
- 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, and,
- Upon project completion, the building or property must be listed (either individually or as a contributing resources) or determined eligible for listing on the National Register of Historic Places as determined by the City's authorized Historic Preservation Professional.

III. 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 3*.
- Funding will be awarded for either interior work, exterior work, or a combination. Specific examples of fundable project work include the following:

ADA Accessibility	Interior or exterior improvements that are necessary to comply with the American with Disabilities Act (ADA) (e.g., ramps, railings wheelchair lifts). All work must 1) accommodate the general public, and 2) follow Preservation Brief #32 – Making Historic Properties Accessible
Archeological Excavation	When undertaken as part of a rehabilitation project to mitigate ground disturbance activities such as site work or foundation repair
Concrete	Preserve, rehabilitate, or restore historic/original poured-in-place concrete, precast concrete, etc.

Doors and Windows	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.
Elevators and Lifts	Repair, replacement, or installation of historic/original conveyance systems (e.g., elevators, lifts, escalators)
Exploratory and Investigative Work	Removal of a limited amount of material to conduct investigation and determine the existence of underlying 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
Exterior Features	Preserve, rehabilitate, or restore historic/original columns, porches, chimneys, siding, facades, exterior architectural ornamentation or details, etc. and their associated structural elements. See also Storefronts.
Interior Features	Preserve, rehabilitate, or restore historic/original finishes to lath and plaster repair, gypsum wallboard, ceramic tile, wood paneling, floors and painting, interior architectural ornamentation or details, etc.
Masonry	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)
Metals	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)
Murals	Preserve, rehabilitate, or restore
Non-Historic Features	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
Preservation Plans, Reports and Evaluations	Professional evaluation of the overall condition of the building, list of work priorities, and maintenance plans (e.g., architectural reports, needs assessments, historic structure reports, architectural plans and specifications.

Roofing	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.
Signs	Preserve, rehabilitate, or restore historic commercial signage (e.g., neon or other electrical and illuminated lighting, supports, cabinets, landscaping at base of signage).
Site Features	Eligible items are for site improvements installed in a manner that does not damage, destroy, or obscure character-defining features of the property and/or district (e.g., drainage; landscaping; foundations; utilities; solar panels; satellite dishes; antennae, HVAC units); architectural and site lighting; in-kind shading (awnings, shade screens).
Storefronts	Preserve, rehabilitate, or restore historic storefronts and/or storefront elements, including but not limited to framing, glazing, doors, bulkheads, cladding, entryways, and ornament, based on physical or documented evidence of the property and matching the materials, proportions, scale, configuration, profile and finish of the historic storefront system. Where physical or documentary evidence of a historic storefront system is not available, staff may approve a proposed storefront system that is compatible with the character-defining features of the building and/or district. All work must follow Preservation Brief # 11 Rehabilitating Historic Storefronts
Thermal and Moisture Protection	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.
Wood and Plastics	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)

IV. INELEGIBLE ACTIVITIES

- Applicants may not apply for both the RDA regular grant program and the RDA historic preservation grant program for the same project or same element(s).
- 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:

Acquisitions	Of historic properties and/or land
Costs of Operations	Such as utilities, security system maintenance fees, grounds, keeping, hosting services for website, digital image storage, etc.
Direct lobbying or fundraising	
Historical Markers	
Insurance Costs	
Interest and Debt Payments	
Landscaping	As part of non-historic site improvements including parking lots, sidewalks, boundary walls, etc.
Life/Safety Code Improvements	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)
Maintenance	Projects whose entire scope of work consists solely of routine or cyclical maintenance/redecorating
Miscellaneous	Governmental fees, legal or financing costs, the purchase of tools and taxes
Mitigation	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
New Construction	New construction of stand-alone buildings or structures

Non-permanent Fixtures and Equipment	Installation or replacement of non-permanent interior fixtures/equipment – lighting, kitchens. Purchase of equipment not related to accomplishing a specific project goal
Reconstruction	Such as recreating a building or landscape
Restroom Facilities	Installation or replacement of restroom facilities except as required to comply with the ADA

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 public access to the building?
		Does the project expand or improve the use of an underutilized historic building?
		Does the project preserve the historic building features by (Attachment 4): 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 promote the long-term preservation of an historic neighborhood or business district?
		Does the project eliminate blighted conditions?
		Does the project promote economic revitalization?
		Does the project stimulate private development?
		Does the project meet the City's plans and goals for historic preservation?
		Does the project meet historic development guidelines for that area?

VI. REVIEW TIMELINE

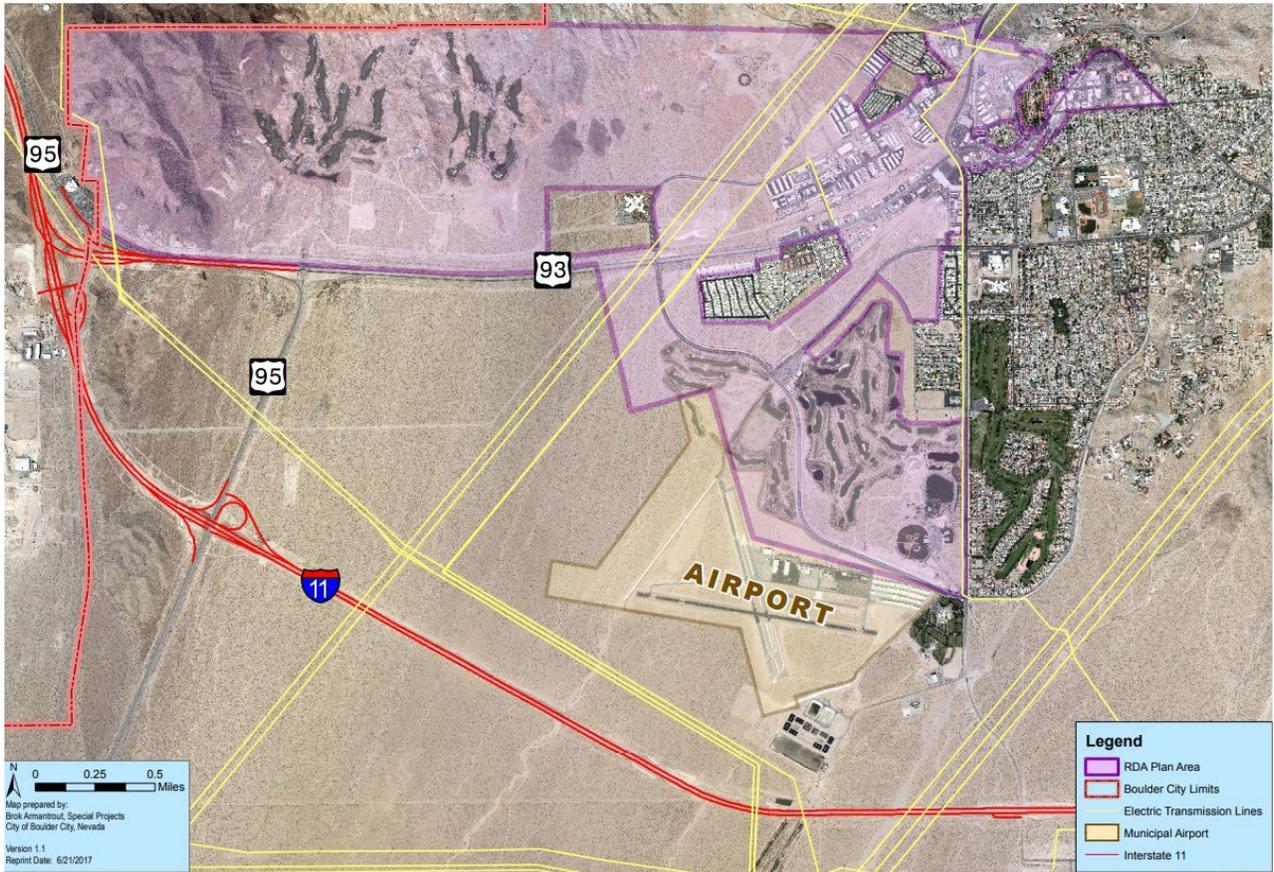
Prior to initiating the work, applications must be evaluated and/or approved by:

- Historic Preservation Commission
- City's Historic Preservation Professional
- Redevelopment Agency (consideration; must get approval in order to proceed to City Council)
- City Council

VII. 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).
- Changes to the grant scope or 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:
 - Consult in writing with the City and receive prior approval of any exterior alternations, additions, or major rehabilitation projects relating to the project building or property for a period of five years from the date of execution of the grant agreement. The City's approval will not be unreasonably withheld.
 - Ordinary and necessary repairs and maintenance not materially affecting the project shall not be considered as alternations. For purposes of this provision, "project" means the building(s) improved with the grant funds provided under the grant agreement.
 - Biennially certify in writing their compliance with the Agreement and submit photographs showing that the property is being maintained.

ATTACHMENT 1
RDA Plan Area Map



ATTACHMENT 2

Boulder City RDA Historic Preservation Grant Program Eligibility Map

Historic Boulder City Eligible Area for RDA Historic Preservation Grant

JW BC GIS 04/23/2024



ATTACHMENT 3

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 Boulder City RDA Historic Preservation Grant (HPG) 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 4

Preservation Work That Best Preserves Historic Building Features

The grant program is for rehabilitation and restoration work and limited resources excludes funding any “improvements” even if they are important to the use of the building. The types of work described below are examples and do not preclude consideration of other projects that meet the intent of one of the three categories. 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.